

COMMUNITY SERVICES BOARD

Minutes

November 20, 2020

Present: Stephen Fyfe, Nathan Guess, Mike Lyons, Glenn Steimling, Amanda Schwerdtfeger, Arvin Van Zante

Absent: Lauri Amelse

Staff: Jeanette Vaughan, Alex Meyers, Chandler Nunnikhoven, Dyan Parker, Brenda Ross, Kevin Vos

12:02pm Community Services Director Jeanette Vaughan called the meeting to order

Minutes - Motion by Van Zante, seconded by Fyfe to approve the Community Services Board Meeting minutes of September 20, 2020. Motion carried 6-0

Registration Policy for Programs – Motion by Lyons, seconded by Van Zante to approve the revised policy as of November 20, 2020. Motion carried 6-0

Discussion Items

Current Capital Improvement Project List – Vaughan reviewed the provided list of upcoming projects currently included in the five-year capital improvement projects (CIP). Schwerdtfeger stated her concerns about having adequate off-street parking for the new Kiwanis Park Wonder Spelen project. Vaughan noted there is a meeting to review plans on December 8th but that she requested that the full parking lot be included in phase one. The Board did not have any suggested changes to the projects currently included in the five-year CIP.

Vaughan also reported that there are no significant changes being planned for the operating budget. However, Vaughan stated that staff is working with HR in an effort to increase the pay for seasonal workers and lifeguards.

Newly Proposed CIP

Vaughan reviewed the provided list of upcoming CIP proposed projects for the FY 2021-2025 budget. The following newly proposed items were discussed:

Aquatics –

Indoor Pool Basin – replace substrate of the indoor pool basin. Estimate Cost: \$120,000 Proposed FY 22-23

Pool Vacuum – purchase an industrial water vacuum for use in both the indoor and outdoor pool. Estimate Cost: \$14,000 Proposed FY 21-22

Concession Stand AC - add air conditioning unit to the outdoor concession stand. Estimate Cost: \$12,000 Proposed FY 22-23

River Tubes – Replace entire inventory of river and slide tubes with additional backups to be kept in storage. Estimate Cost: \$10,000 Proposed FY 22-23

Indoor Pool Lights - replace the indoor pool lights with LED fixtures. Estimated Cost: \$10,000 Proposed FY 22-23

Slide Maintenance - restoration of the body-slides and associated stairs/platforms. Estimated Cost: \$45,000 Proposed FY 25/26

After further discussion the Board did not have any suggested changes to the new CIP projects as presented for the aquatic center.

Community Center and Recreation Facility –

Community Center - no proposed items - pending council discussion on status of the building moving forward.

Recreation Facility – the potential for a separate recreational facility to be discussed at the Council level.

Guess asked what was being discussed and who would be presenting the recreational facility at the council level. Vaughan replied that it was an initiative by the Mayor and expected to be discussed in December. Vaughan would let the Board know when it is scheduled.

Memorial Building –

Vaughan stated Klingner & Associates conducted an evaluation of the facility on April 20, 2020 and staff used their report for the recommended repairs.

Roof Replacement – replace existing roof to include flashing, vents, wood soffit and parapet caps. Estimated Costs: \$50,000 Proposed FY 21-22

Door Replacements – replace front and rear doors with more energy efficient ones, including sills. Existing front door is broken, and the lock doesn't function well. Estimated Costs: \$15,000 Proposed FY 22-23

Exterior & Interior Improvements – remove chimney, repair east brick wall with wall anchors at the 2nd floor level to tie brick wall back to the second-floor framing and complete necessary tuck pointing. Replace existing aluminum clad windows that are at the end of their life cycle. Install adequate framing to support large crowds on the 2nd floor. Currently the second floor is not available to rent due to the current poor condition of the flooring, steep stairway and lack of ADA accessibility.

Interior Finishes – repair or replace existing damaged ceiling tiles, floor tiles, plaster and drywall. Replace interior lights with LED fixtures. Staff recommends combining into one large renovation project with the exterior and interior improvements listed above.

Vaughan stated that it is likely a \$500,000 project to complete the exterior and interior improvements but that an engineer would need to be brought on board should Council decide to renovate the facility.

Parks –

Rotary Infield Renovation - Renovate infield area of Rotary field by removing existing surfacing and replacing with a sand layer to aid in drainage and new top field material in order to improve safety for patron usage. Estimated Costs: \$60,000 Proposed FY 22-23

Sunken Irrigation – Add water hook ups in Sunken Gardens Park. Estimated Costs: \$15,000 Proposed FY 23-24

West Market Park North Shelter House – Replace the north shelter house and concrete pad. Posts are deteriorating at the bottom and the concrete is failing. Estimated costs: \$50,000 Proposed FY 24-25

Klokkenspel Renovation – Full renovation of the plaza to include brick replacement, new concrete banding/walkway, drainage improvements, repairs to the fountain, repairs to the tile wall, relocation of the water pit, new seating, additional flower beds, wall mural and enhanced/upgraded lighting. Estimated Costs: \$100,000 Proposed FY 22-23

Tulip Chairs – purchase two tulip chairs and matching garbage can for installation at Sunken Gardens Park. Estimated Costs: \$5000 Proposed FY 21-22

Ice Rink Chiller System – purchase and installation of a chiller system for the Caldwell Park Ice Rink. Estimated costs: \$350000 Proposed FY 25-26

Pickleball Court Lights – light the pickleball courts at Caldwell Park to allow for evening play. Estimated Costs: \$50,000 Proposed FY 24-25

Kiwanis Pickleball – crack repair and paint additional lines for use with portable nets. Cost unknown. Proposed FY 21-22

Steimling noted Musco Lighting’s LED knowledge for parks and pickleball courts lighting needs. Steimling stated that sponsorships would be beneficial for the ice rink chiller system project. Schwerdtfeger commented that she felt that the tulip chairs were too modern in appearance and do not fit the current feel of our parks. After further discussion the Board did not have any suggested changes to the new CIP projects as presented for the Parks.

Athletic Fields –

Ball Field Gate Replacement – replace single infield gates with double gates on fields 1-5 at PSP. Estimate Cost: \$8,000. Proposed FY 22-23

Commodity Bins – Replace current, failing commodity bins at the PSP with more structurally sound bins. Estimated Cost: \$12,000 Proposed FY 23-24

Golf Course –

Irrigation System Renovations - replacement of remaining original 1994 tee/fairway/rough sprinkler heads (719 of the 813 total) and isolation valves (54 of the 60 total). Estimated Cost: 5-year phased project \$69,000, \$71,000, \$75,000, \$80,000, \$85,000.

Bunker Renovations - Repairs and improvements to the golf courses existing bunkers which are original construction in 1994. Estimated Cost: 5-year phased project - \$25,000, \$25,000, \$25,000, \$30,000, \$30,000

Clubhouse Improvements - Repair of clubhouse building soffit, siding, flashing & masonry and exterior drainage to prevent water damage to main clubhouse area and basement. Estimate Costs: \$17,000 Proposed FY 21-22

Clubhouse Basement Improvements - For repairs in the clubhouse basement cart storage area to allow storage up to 25 carts for daily usage. Estimated Costs: \$25,000 Proposed FY 21-22

Commodity Bins – Construct 3 new commodity bins at Bos. Estimated Cost: \$12,000 Proposed FY 23-24

Golf Equipment - Purchase maintenance equipment in order to be able to maintain steep slope native areas, remove snow, conduct in-house construction on projects. Equipment would be shared with Parks and Athletic Fields operations.

FY21/22 - Native area/snow removal mower/attachments \$60,000, 3/4 heavy duty truck \$55,000, Heavy duty trailer \$10,000; FY22/23 - Tractor \$55,000, Aerifier \$45,000, rotary mower \$60,000;
FY23/24 - Equipment lift -\$10,000, Larger area sprayer \$5,000, Utility Material Wagon \$15,000;
FY 24/25 - Topdressor \$27,000, Utility Machine \$20,000; FY25/26 - Seeder \$15,000, Sodcutter \$5,000

Hole 18 Improvement Project - Renovation of storm water drainage, fairway playing surface, pond dredging, irrigation, cart path and rough areas. Estimated Costs: \$400,000 Proposed FY 21-22

Golf Grounds Repair - Renovation and repair of green, tee and fairway drainage, green's surrounds erosion, tee complex leveling/resurfacing and cart path repairs. Estimated Costs: 5 Year phased plan, \$15,000, \$15,000, \$20,000, \$20,000, \$25,000

Golf Pesticide Storage - Construction of proper pesticide storage according to the Iowa Department of Agriculture & Land Stewardship (IDALS) for golf courses. Estimated Costs: \$20,000 Proposed FY 22-23

On-Course Seasonal Restroom - Construction of on-course seasonal restrooms with cement pads and privacy fencing. Estimated Costs: \$10,000 Proposed FY 22-23

Tee Sign Replacement – current tee signs are deteriorated and need to be updated for hole layout and yardage. Estimated Cost: \$6,000 Proposed FY 22-23

Golf Fuel Tanks - Replacement of diesel and gas fuel tanks with containment & equipment wash pad. Estimated Costs: \$18,000 Proposed FY 23-24

Conference Center Restoration - Restoration of the conference center, restrooms and utility rooms. Estimated Cost: \$300,000 Proposed FY 22-23

Hole 17 Improvement Project – Renovation of drainage area throughout the fairway, storm water piping, realignment of cart path and increasing the size of the fairway playing surface. Estimated Costs: \$125,000 Proposed FY 25-26

Hole 10 Improvement Project - Renovation of creek along left side of the hole and re-establishing the original fairway and rough playing surface area. Estimated Costs: \$ 100,000 Proposed FY 23-24

Creek Bank Bridge Stabilization - Renovation of eroding five creek banks and stabilization of four bridge foundations. Estimated Costs: 3-year phased project FY 23-24 \$15000, FY 24-25 \$15000, FY 25-26 \$25,000

Irrigation Pond Bank – Re-establish the eroded pond bank by holes 12 and 13. Estimated Costs: \$300,000 Proposed FY 24-25

Driving Range Improvements - Repairs to eroded drainage area and re-grading of land to maximize usage of the driving range. Estimated Costs: 50,000 Proposed FY 24-25

Steimling asked about possible replacements for the restaurant at Bos Landen. Vaughan reported that she was contacted about opening an Italian restaurant at the Bos Landen clubhouse. However, the city is currently under contract with MK Golf for management of the clubhouse and that the restaurant space is included in that agreement. Changes or additions would need to be ran through them.

Van Zante pointed out that the total for Bos Landen improvements over the next five years is \$2.4 million. Vos stated Bos is 26 years old and since the City of Pella has now taken over maintaining the facilities, there are multiple items that need to be addressed. Van Zante questioned how projects are chosen with limited funding. Vaughan detailed the process of departments sending requests to City Admin and Finance at the start of the budget process. From there Finance determines available funding and City Admin then works with Staff to prioritize and select project to present to Council. Vaughan stated that it is very unlikely that the majority of the projects for Bos will be funded. Van Zante asked which projects were a priority. Vaughan stated that the irrigation systems, bunker and clubhouse improvements were at the top of the list. The hole 18 project is important however at \$400,000 will likely not be funded.

Schwerdtfeger asked whether operational funding was provided for the Memorial Building and the Golf Course. Vaughan replied that yes, operational funds are in place for these two facilities.

After further discussion the Board did not have any suggested changes to the new CIP projects as presented for the Golf and Athletic Fields.

Other Business

- Van Zante asked about the status of the Big Rock Park study. Vaughan reported that the resolution to award the environmental study did not pass at Council. Steimling stated that William Penn has developed a solid Ecology program and suggested a low cost, joint Penn-Central student assessment of Big Rock to start the process.
- Steimling asked for an update of the Modular Soccer Field System/Kick It Forward. Vaughan stated the group is partnering Pella School District and sponsors to build a field at Lincoln School.

Guess exited the meeting at 12:45pm.

Adjournment

Motion by Lyons, seconded by Schwerdtfeger to adjourn the Community Services Board Meeting.
Motion carried 5-0

The next meeting is scheduled for Friday, January 15, 2021 at noon by Microsoft Teams video conference.

Meeting adjourned at 1:02 pm.

Respectfully submitted:
Dyan Parker
November 20, 2020