

**PLEASANT HILL PARKS & RECREATION COMMISSION
REGULAR MEETING MINUTES
February 14, 2019**

1. CALL TO ORDER/ROLL CALL

Pleasant Hill Park and Recreation Commission Regular Session was called to order at 6:00p.m. on February 14, 2019 by Chairperson Lown. Present: Austin Bittner, Adam Fendrick, Matthew Keller, Loren Lown, Olivia Smith, and Matthew Will. Absent: Dan Herrin.

2. OATH OF OFFICE

Austin Bittner was administered the Oath of Office for the Park & Recreation Commission by Chairman Lown for a 3-year term to expire June 30, 2022.

3. APPROVAL OF AGENDA

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

4. APPROVAL OF MINUTES OF JANUARY 10, 2019 REGULAR MEETING

FENDRICK/WILL moved to approve the minutes of the January 10, 2019 regular meeting. Ayes: Unanimous. Motion carried.

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

None

6. PRESENTATION

City Communications Specialist Candace Bell provided an informational presentation about Local Option Sales and Services Tax (LOSST) and the upcoming March 5th special election. Pleasant Hill ballot language dictates 85% for property tax relief and 15% for property tax stabilization through projects including, but not limited to, public safety, parks, recreation, trails, streets, utilities, economic development, community facilities and buildings and any lawful purposes of the City of Pleasant Hill. Currently, Polk and Johnson Counties are the only counties in Iowa that have not adopted a local option tax. Funds generated from LOSST would be distributed only to the individual cities which voted to implement the tax. If adopted, any resident or visitor (non-Polk County resident) retail purchases or contracted services would pay the 1% tax, generating an estimated \$1.4 million annually for Pleasant Hill.

Commissioners, City Staff, and Bell discussed upcoming February 19th town hall meeting; goods and services exempt from the tax; current revenue amounts received by participating cities in Polk County; Iowa Department of Revenue's distribution formula, processes, estimated annual amounts, and base data; budget and funding strategies and effects on property taxes for either vote outcome; and detailed information regarding LOSST and voting available on City website.

7. NEW BUSINESS-

A. REVIEW AND RECOMMENDATION OF SITE PLANS FOR HICKORY GLEN PARK-

The City continues to move forward with the planning and design of Hickory Glen Park and have completed site plans for Hickory Glen Park. The development of Hickory Glen Park is a multiple phased project with phase 1 to include mass grading of approximately 45 acres, two ponds, park roadway and parking lot, native prairie area, and open green space. The professional services contract was reviewed and recommended by the Commission to Council on September 14, 2017. Since that time staff has been seeking alternative funding sources as well as work closely with the Council to allocate funding for development of the park.

Commissioners, City Staff, and Confluence Consultants Jim Host and Matt Carlisle discussed grading concerns regarding soccer fields, roadway, and western end of main open space; flexibility of soccer field configuration; overhaul of landscape plant list to include native and climate appropriate species; configuration of tree locations in regards to maintenance, pond, and natural prairie areas; detention pond size in relation to volume of stormwater; lighting; parking island design in regards to stormwater runoff; trash and road salt/sand collection mitigation strategy along roadway by pond; nutrient load on pond and no-fertilization of natural areas; anticipated pond usage and shore line preservation strategies; future plantings and development as funding allows; and project timeline.

FENDRICK/KELLER moved to recommend Hickory Glen Park – Site Plan subject to Commission comments regarding plant list, trash and road salt/sand collection, pond bank protection, and road grading. Ayes: Unanimous. Motion carried.

B. REVIEW AND RECOMMENDATION OF CHAPTER 104 STREAM BUFFER ORDINANCE-

Commissioners and City Staff discussed proposed updates to Chapter 104 Stream Buffer Ordinance and ordinance being the basis of other Metro Area Ordinances, creating consistency throughout the Metro Area. Discussion included better defined stream categories and addition of location map; clarification of ownership, maintenance policies, and ingress-egress easements of buffered areas; allowance of public use based on location, slope, and ease of access; anticipated ratio of city owned buffers vs easements; and map of city owned buffers.

KELLER/FENDRICK moved to recommend Chapter 104 Stream Buffer Ordinance. Ayes: Unanimous. Motion carried.

8. REPORTS –

A. YOUNGSTOWN TRAIL PHASE 2 – CONSTRUCTION SCHEDULE –

Youngstown Trail Phase 2 development schedule has been established with an anticipated completion date of September 2019. Commissioners and City Staff discussed connections near Parkridge, Schaffer, and Fairview; trail elevation in regards to adjacent roadways and crossings; and future development of SE Connector trail for safe passage to Des Moines.

B. HERITAGE TREE ORDINANCE REQUEST – UPDATE –

Commission request was presented to Planning and Zoning Commission at the 2/4/2019 meeting and will be an item on a future Planning and Zoning Commission agenda.

9. FUTURE AGENDA ITEMS/COMMISSIONERS' COMMENTS –

2018 Annual Report will be reviewed during March 2019 meeting

Bird Friendly Community Award was presented at last council meeting.

Commissioner Austin Bittner introduced himself.

Commissioner Will and City Staff discussed snow removal practices on trails.

Upcoming Public Art Project meetings for the presentation of artist concept designs for the 70th St Roundabout on March 5th and 7th at 5:30pm.

10. ADJOURNMENT

FENDRICK/WILL moved to adjourn. Ayes: Unanimous. Motion carried. Meeting adjourned at 7:15p.m.

- NEXT SCHEDULED MEETING – MARCH 14, 2019 – 6:00PM

Jennifer Bartles
Recording Secretary