

**Eldridge Parks & Recreation Board Meeting Agenda**  
**Tuesday, May 12, 2026**  
**6:30 p.m. at City Hall**

1. Call to Order & Roll Call
2. Approval of Agenda
3. Consideration to Approve the Minutes from the April 14, 2026 Park Board Meeting
4. Consideration to Approve Bills Payable
5. Public Comment
6. Old Business
  - A) Eldridge Lions Club proposal for a Pollinator Pad at Sanctuary Gardens
7. New Business
  - A) City Council and Board Member Digital Communication Policy
  - B) Review and Consideration of Proposals for the Centennial Park Shelter Rehabilitation Project
  - C) Review and Consideration of Proposals for the Elmegreen Park Shelter Project
  - D) Review and Consideration of Proposals for the Lions Shelter Concrete and Posts Project
  - E) Consideration of Replacing Wood Park Benches
8. Adjourn

Trish Campbell

Chris Spensley

Jill Dewulf

Samantha Nichols

Arsal Shareef

2026 Meeting Dates: 1/13 ; 2/10 ; 3/10 ; 4/14 ; 5/12 ; 6/9 ; 7/14 ; 8/11 ; 9/8 ; 10/13 ; 11/10 ; 12/8

# City of Eldridge Park Board



The regular meeting of the Eldridge Park Board was called to order at 6:30 p.m. on April 14, 2026, at City Hall.

Board Members present were Jill DeWulf, Tricia Campbell, Aarsal Shareef, Sam Nichols, and Chris Spensley. Also, present were Tony Rupe, Jeff White, Ann Mohr, and Jeff Ashcraft.

Motion by DeWulf, second by Nichols to approve the agenda. All ayes. Motion carried.

Motion by Spensley, second by Dewulf to approve the minutes from the March 10, 2026 meeting. All ayes. Motion carried.

Motion by Spensley, second by DeWulf to approve the park bills in the amount of \$12,936.64. All ayes. Motion carried.

Public Comment - none

Old Business - none

## New Business

Ann Mohr, representing the Eldridge Lions Club, presented a proposal to install a pollinator pad at Sanctuary Gardens. She noted that environmental initiatives are one of the Lions Club's global causes. The proposed pollinator pad would be approximately 120 square feet, with an estimated cost of \$200. Discussion followed regarding potential locations and the availability of sunlight within Sanctuary Gardens. City staff will evaluate potential locations, including available space and daily sunlight, and report back to the Park Board to facilitate further discussion with the Lions Club.

The City was awarded a \$3,000 grant from MidAmerican Energy through the Trees Please! program. The Park Board discussed adding additional funds for trees along the Hickory Creek Park walking paths. Motion by Dewulf to authorize up to \$5,000 from park operating expenses for tree purchases. Second by Spensley. All ayes. Motion carried.

An updated ball diamond fee schedule was presented for approval. The revisions were limited to clarifying language and did not include any changes to the fee amounts. Motion by Dewulf to approve the updated schedule, with an amendment specifying that practice fees are non-refundable and that game fees are non-refundable without at least 48 hours' notice of cancellation. Second by Shareff. All ayes. Motion carried.

Motion by Spensley to adjourn at 7:30pm. Second by Dewulf. All ayes. Motion carried.

Respectfully submitted,  
Tony Rupe, Public Works Director

Tricia Campbell  
Jill DeWulf

Chris Spensley

Sam Nichols  
Aarsal Shareef



Payment Dates 4/10/2026 - 5/8/2026

Payment Number	Account Number	Vendor Name	Description (Payable)	Amount
156927	004-5-430-6320	PLEASANT VALLEY REDI-MIX I...	BENCH PAD/MANHOLE BOX...	200.00
156901	004-5-430-6325	BEACON ATHLETICS LLC	PITCHING RUBBERS	73.41
156928	004-5-430-6408	PORTER INSURANCE	INSURANCE	749.24
156923	004-5-430-6310	MENARDS	FIELD STRIPING PAINT	89.37
156933	004-5-430-6320	RIVER CITY TURF & ORNAMEN...	FERTALIZER & GYPSUM	2,020.00
156933	004-5-430-6325	RIVER CITY TURF & ORNAMEN...	FERTALIZER & GYPSUM	512.50
156901	004-5-430-6325	BEACON ATHLETICS LLC	BASE PLUGS	248.80
156923	004-5-430-6325	MENARDS	WATER FITTING-CONSESSION ...	10.98
156896	004-5-430-6323	ADDOCO INC	PLAYGROUND MULCH	956.25
156896	004-5-430-6325	ADDOCO INC	PLAYGROUND MULCH	956.25
156909	004-5-430-6160	CONTINENTAL WESTERN GRO...	INSURANCE	1,166.86
156909	004-5-430-6408	CONTINENTAL WESTERN GRO...	INSURANCE	24,022.07
156918	004-5-430-6323	GLOBAL INDUSTRIAL	GARBAGE CANS CENTENNIAL ...	1,138.76
156900	004-5-430-6323	AMAZON CAPITAL SERVICES	RESTROOM & FIRST AID SUPPL..	121.60
156900	004-5-430-6325	AMAZON CAPITAL SERVICES	RESTROOM & FIRST AID SUPPL..	12.58
156900	004-5-430-6325	AMAZON CAPITAL SERVICES	RESTROOM & FIRST AID SUPPL..	10.54
156900	004-5-430-6325	AMAZON CAPITAL SERVICES	RESTROOM & FIRST AID SUPPL..	11.00
156900	004-5-430-6325	AMAZON CAPITAL SERVICES	RESTROOM & FIRST AID SUPPL..	7.86
156930	301-5-430-6791	PRECISION CONCEPTS	SECURITY SYSTEMS	2,287.03
156912	004-5-430-6325	DOUGLAS INDUSTRIES INC	PICKLEBALL FENCE RAIL GUAR...	1,388.64
156929	301-5-430-6791	POWER LINE SUPPLY	DIAMOND 2 LIGHT POLES	15,156.00
156915	301-5-430-6791	ELDRIDGE WELDING	DIAMOND 2 LIGHT BRACKETS	1,158.40
156904	004-5-430-6371	CENTRAL SCOTT TELEPHONE	TELEPHONE/WIFI SVCS	150.00
156917	301-5-430-6791	FLETCHER-REINHARDT CO.	DIAMOND 2 LIGHTS	32,096.00
156946	004-5-430-6325	AMAZON CAPITAL SERVICES	FIRST AID KIT SUPPLIES	20.87
156953	004-5-430-6323	GLOBAL INDUSTRIAL	GARBAGE CANS	1,538.73
156948	004-5-430-6601	COMMERCIAL PRINTERS	OUTFIELD BANNERS	2,209.00
156950	004-5-430-6325	DOORS INC	DEADBOLD-SHERIDAN MEAD...	69.00
156951	004-5-430-6325	DOUGLAS INDUSTRIES INC	PICKLEBALL NET STRAPS	28.00
156970	301-5-430-6792	SEVEN CITIES SOD INC.	CENTENNIAL PARK SOD	112.54
156970	301-5-430-6792	SEVEN CITIES SOD INC.	CENTENNIAL PARK SOD	1,010.45
156970	301-5-430-6792	SEVEN CITIES SOD INC.	CENTENIAL PARK SOD	512.73
156965	004-5-430-6327	RIVER CITY TURF & ORNAMEN...	FERTALIZER DOG PARK	20.50
156954	004-5-430-6321	GRAINGER	TOILET PAPER DISPENSER	67.16
156962	004-5-430-6323	PLUMB SUPPLY	SINK REPAIR	120.20

**Grand Total: 90,253.32**

# Report Summary

## Fund Summary

Fund	Payment Amount
004 - PARK BOARD	37,920.17
301 - CAPITAL IMPROVEMENT FUND	<u>52,333.15</u>
<b>Grand Total:</b>	<b>90,253.32</b>

## Account Summary

Account Number	Account Name	Payment Amount
004-5-430-6160	WORKMEN'S COMP INS...	1,166.86
004-5-430-6310	B & G MATERIAL	89.37
004-5-430-6320	HICKORY PARK SOCCER	2,220.00
004-5-430-6321	CRANDALL PARK	67.16
004-5-430-6323	CENTENNIAL PARK	3,875.54
004-5-430-6325	SHERIDAN MEADOWS	3,350.43
004-5-430-6327	DOG PARK	20.50
004-5-430-6371	UTILITIES	150.00
004-5-430-6408	GENERAL INSURANCE	24,771.31
004-5-430-6601	MISC. ADMINISTRATION	2,209.00
301-5-430-6791	CAPITAL-SHERIDAN ME...	50,697.43
301-5-430-6792	CAPITAL-CENTENNIAL	<u>1,635.72</u>
<b>Grand Total:</b>		<b>90,253.32</b>

## Project Account Summary

Project Account Key	Payment Amount
**None**	<u>90,253.32</u>
<b>Grand Total:</b>	<b>90,253.32</b>

## **City Council and Board Member Digital Communication Policy**

The purpose of this policy is to ensure transparency, accountability, and proper record retention in communications involving City Council members, board and commission members, and City staff. Communications related to City business may constitute public records under the Iowa Open Records Law and may implicate requirements of the Iowa Open Meetings Law. This policy establishes standards for the use of digital communication methods, including email, text messaging, and social media, to ensure compliance with applicable laws and promote consistent and appropriate communication practices.

### **The following policy applies to:**

- City Council Members
- Mayor
- All City Boards, Commissions, and Committees, including but not limited to:
  - Park Board
  - Utility Board
  - Planning and Zoning Commission
  - Board of Adjustment
- City Employees, as applicable to communications with and between the above individuals

### **General Communication Principles**

All individuals subject to this policy shall:

- Conduct City business in a manner that promotes transparency and accountability
- Avoid communication methods that hinder record retention or public access
- Be mindful that communications regarding City business may be subject to public disclosure
- Avoid engaging in discussions that could constitute a meeting outside of a properly noticed public meeting

### **City Council Digital Communication Guidelines**

City Council members shall conduct City-related communications using their City-issued email accounts. Members shall also avoid the use of personal text message chains for discussing City business and refrain from engaging in serial or group communications that could constitute deliberation among a quorum outside of a public meeting.

Telephone communication between Council members is permitted; however, members shall remain mindful of open meetings requirements and avoid engaging in discussions that could be interpreted as deliberation.

### **City Board and Commission Member Communication Guidelines**

Board and commission members shall not use personal text message chains to communicate regarding City business. Because board and commission members may not have City-issued email accounts, the following requirements apply:

- Any email communication regarding City business shall include (“cc”) the appropriate City staff member using an official City email account
- Personal email communications regarding City business without inclusion of a City staff member are prohibited
- The City staff member included in the communication is responsible for ensuring proper retention of records

Telephone communication is permitted, but members shall remain mindful of open meetings requirements and avoid deliberation outside of properly noticed meetings.

### **Social Media Communication Guidelines**

The use of social media presents additional considerations regarding public records, transparency, and compliance with Iowa law. For purposes of this policy, “social media” includes platforms such as Facebook, X (Twitter), Instagram, Nextdoor, and similar applications that allow public or private communication.

### **General Expectations**

Communications related to City business made through social media may constitute public records. Council members, board members, and applicable staff shall not use social media in a manner that:

- Circumvents public record retention requirements
- Creates the appearance of deliberation outside of a public meeting
- Commits or appears to commit the City to a position or action without proper authorization

### **Interactions Between Members**

City Council and Board members shall not discuss City business with one another through:

- Social media comment threads
- Replies to posts
- Direct or private messages

Such interactions may constitute deliberation and could violate open meetings requirements. Members shall avoid reacting to (e.g., “liking” or endorsing) posts or comments made by other members on matters that may come before the Council or Board.

### **Responding to the Public**

Council and Board members may respond to general inquiries from residents on social media; however, responses should be limited to:

- Providing factual, publicly available information
- Directing individuals to appropriate City staff or official communication channels

Members shall not:

- Engage in extended discussions or debates regarding City business
- Make commitments or representations on behalf of the City
- Provide official positions outside of authorized channels

Whenever possible, individuals should be directed to contact City Hall or appropriate staff.

### **Direct Messages and Private Communications**

Direct messages and private communications on social media related to City business shall be treated as public records where applicable. Council and Board members shall:

- Avoid conducting City business through private messaging
- Preserve or forward such communications to appropriate City staff for retention
- Include City staff when responding to substantive inquiries

### **Personal vs. Official Accounts**

Use of a personal social media account does not exempt communications from public records requirements. Individuals using personal accounts should:

- Avoid presenting personal opinions as official City positions
- Clearly indicate that the account is not an official City communication channel

*Recommended disclaimer: "This is a personal page and is not an official communication channel for the City. For official inquiries, please contact City Hall."*

### **Official City Social Media Accounts**

Official City social media accounts shall be administered by designated City staff.

Council and Board members shall not:

- Post on official accounts unless authorized
- Represent themselves as speaking on behalf of the City through unofficial channels

### **Records Retention**

To the extent social media communications constitute public records, they must be retained in accordance with applicable laws and City policies. Individuals are strongly

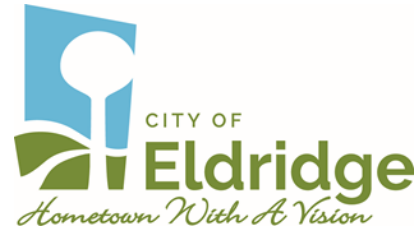
encouraged to avoid using social media for substantive City business to minimize record retention risks.

**Violations**

Failure to comply with this policy may result in:

- Violation of City policy
- Potential violation of applicable Iowa laws
- Referral for further review or action as appropriate

# City of Eldridge Park Board

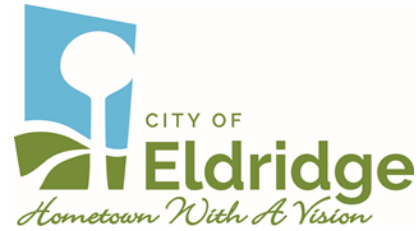


To: Park Board  
From: Tony Rupe, Public Works Director  
RE: Centennial Park Shelter Rehabilitation Project  
Date: 05/08/2026

Proposals for the Centennial Park Shelter Rehabilitation Project were received on May 6. The project scope includes a roof replacement, soffit, fascia, ceiling, and gutters. The proposals received are listed below:

242 Home Improvement	\$27,000.00
Top Choice Construction and Roofing	\$33,012.78
Hugaert Roofing LLC	\$38,659.45
Curtis Services	\$40,000.00
Valley Commercial Construction	\$56,600.00

# City of Eldridge Park Board

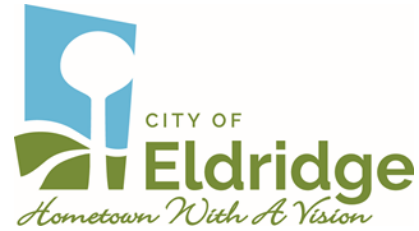


To: Park Board  
From: Tony Rupe, Public Works Director  
RE: Elmegreen Park Shelter Project  
Date: 05/08/2026

Proposals for the Elmegreen Park Shelter Project were received on May 6. The project scope includes construction of a new park shelter and restroom. The proposals received are listed below:

Top Choice Construction and Roofing	\$171,408.15
Curtis Services	\$173,000.00
Valley Commercial Construction	\$191,600.00

# City of Eldridge Park Board

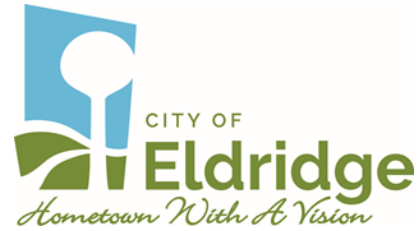


To: Park Board  
From: Tony Rupe, Public Works Director  
RE: Lions Shelter Concrete and Post Replacement Proposals  
Date: 05/08/2026

Proposals for the Lions Shelter Concrete and Post Replacement Project were received on May 6. The project scope includes removal of the existing concrete floor and sidewalk, installation of new frost footings, placement of a new concrete floor and sidewalk, and replacement of the existing 6x6 posts. The proposals received are listed below:

Ihrig Works	\$109,500.00
Valley Construction	\$118,000.00
Top Choice Construction and Roofing	\$131,566.60
Curtis Services	\$175,000.00

# City of Eldridge Park Board



To: Park Board  
From: Tony Rupe, Public Works Director  
RE: Park and Dugout Benches  
Date: 4/24/26

Several years ago, Public Works staff repaired wood dugout benches at multiple ball diamonds. These existing wood benches are now nearing the end of their useful life. In addition to ongoing deterioration and susceptibility to rot, wood benches require routine maintenance and absorb moisture, often making them unusable for several days following rain or cleaning. A limited number of wood park benches also remain at various City parks.

Park staff recommends implementing a phased replacement plan to transition all remaining wood benches to thermoplastic-coated, perforated metal benches. This material offers improved durability, minimal maintenance requirements, and is not affected by water or rain.

Initial proposed replacements are as follows:

Crandall Park		
6' Wood Bench to 6' Thermoplastic Perforated Metal Bench (Qty 2)		\$869/each
Centennial Park Baseball Field		
12' Wood Bench to 15' Thermoplastic Perforated Metal Bench (Qty 2)		\$1,716/each
Sheridan Meadows Diamond 3		
16' Wood Bench to 15' Thermoplastic Perforated Metal Bench (Qty 2)		\$1,716/each
Sheridan Meadows Diamond 4		
16' Wood Bench to 15' Thermoplastic Perforated Metal Bench (Qty 2)		\$1,716/each
Sheridan Meadows Diamond 5		
16' Wood Bench to 15' Thermoplastic Perforated Metal Bench (Qty 2)		\$1,716/each
Sheridan Meadows Diamond 6		
16' Wood Bench to 15' Thermoplastic Perforated Metal Bench (Qty 2)		\$1,716/each
Sheridan Meadows Diamond 7		
16' Wood Bench to 15' Thermoplastic Perforated Metal Bench (Qty 2)		\$1,716/each