

**WEST DES MOINES PARKS AND RECREATION ADVISORY BOARD PROCEEDINGS
Thursday, October 20, 2016**

The meeting of the West Des Moines Parks and Recreation Advisory Board was called to order on Thursday, October 20, at 5:46 p.m. by Joe Hrdlicka.

Commission	Heather Schebel	Rick Swalwell	Forrest Ridgway	Aaron Sewell	Joe Hrdlicka
Present		By phone		X	X

Staff	Susan Mathews <i>Parks & Recreation Administrative Secretary</i>	Sally Ortgies <i>Interim Director of Parks & Recreation</i>	Greg Hansen <i>Superintendent of Recreation</i>	Dave Sadler <i>Parks & Recreation Landscape Architect</i>
Present	X	X	X	X

On Item 1. Approval of Agenda

Sewell moved to approve the agenda as presented. Swalwell seconded. Motion carried.

On Item 2. Citizen Forum

No items.

On Item 3. Approval of Minutes of September 15, 2016 Meeting

Sewell moved to approve the minutes as presented. Swalwell seconded. Motion carried.

On Item 4. Old Business

No items.

New Business:

On Item 5A. Motion – Approval of Gaga Ball Pit Proposal

Ortgies shared that the Facilities Committee recommends installation of a Gaga Ball Pit with a potential change in the proposed grass surfacing to eliminate the need for City staff to mow an enclosed area. The proposer, Landon Stull, also expressed concerns with maintenance of the proposed grass surface and suggested sand might be better. Stull advised there could be safety issues with the proposed metal brackets due to sharp edges and exposed bolts. The Stull family provided a sample of their proposed design. Ortgies suggested that staff work with the Stull family to finalize material and design choices. Hrdlicka inquired about risk management in the case of a donation. Ortgies suggested that the family would make the donation and at that point the pit and materials will become property of the City and the City will be responsible for maintenance.

Sewell moved to approve the Gaga Ball Pit Proposal with final design and materials to be coordinated by staff. Swalwell seconded. Motion carried.

On Item 5B. Motion – Approval of Recommendation to City Council – Master Parks Plan and Master Trails Plan Revisions

Ortgies stated that the Facilities Committee met October 6 and recommended approval of the revisions. Sewell moved to approve the recommendation to City Council – Master Parks and Master Trails Plan Revisions. Swalwell seconded. Motion carried.

On Item 5C. Motion – Approval of Portable Ice Rink Signage – Wells Fargo/Iowa Wild

Ortgies stated that the Facilities Committee met October 6 and recommended approval of the signage to be placed inside the rink on the dasher boards.

Sewell moved to approve the Portable Ice Rink Signage – Wells Fargo/Iowa Wild. Swalwell seconded. Motion carried.

On Item 5D. Discussion – FY 17-18 Parks Capital Improvement Program Budget Request
Ortgies provided an updated preliminary draft with staff priorities and noted that the Facilities Committee would meet again on October 26 to review priorities and bring a final recommendation back to the Board in November.

Staff Reports:

On Item 6A. Landscape Architect

Sadler gave an overview about projects currently underway and in planning stages. He shared Holiday Park Baseball Commons Area renovations are underway and will provide a very noticeable improvement to the aesthetics of the Complex. The expansion of the Jordan Creek Park Community Gardens will take place this fall with water lines being installed so the gardens will be ready for spring planting. Staff will be working on a soil restoration project at Valley View Park. Sadler noted that the Art on the Trail concrete pads have been installed and that the art pieces will be installed in the next week. He shared that Parks & Recreation staff will be assisting with the Veteran's Parkway aesthetics and streetscape design. Staff will be working on a Jordan Creek water quality assessment and analysis.

On Item 6B. Superintendent of Recreation

Hansen shared that staff are preparing for the change in seasons. Athletic Complex staff are preparing for winterization of facilities. The Raccoon River Park beach rope and buoys have now been removed.

On Item 6C. Interim Director of Parks and Recreation

Ortgies shared that the extension of Veteran's Parkway could impact the Great Western Trail. She added that there is a meeting scheduled for Monday with the Iowa Natural Heritage Foundation, the Warren County Conservation Board, as well as City staff from the Engineering, Development Services and Parks & Recreation departments. Ortgies shared that the community park land purchase is still moving forward but was removed from the last City Council meeting agenda due to a tax related item in the agreement. Ortgies assured the Board that she is in contact with both the Legal Department staff and the land owner assisting with moving the purchase forward.

On Item 7. Other Matters

Hrdlicka thanked Swalwell and Ridgway for volunteering to be on the interview panel for the Director position. Hrdlicka shared that he and Hadden have held meetings with legislators regarding LOST funding and will continue to explore those possibilities. Hrdlicka added that he has been working on ideas regarding fundraising and getting the West Parks Foundation revived to create materials for soliciting grants and donors for priority projects. Sewell shared that at the most recent Trails and Greenways Committee meeting trail signage was discussed. Ortgies responded that the City does use the standard Central Iowa Trails signage on the applicable trails and that the greenway trail signage discussed last month will be complimentary to those signs and will enhance wayfinding on secondary trails. Swalwell asked about a trail gap on the south side of Grand Avenue west of S. 50th Street. Sadler responded that communication is ongoing between the City Engineering department and the Iowa DOT to close the gap related to the underpass and interstate ramps but that the gap west of I-35 will remain until development occurs on that piece of property. Swalwell asked about a gap in the trail at the entrance to Raccoon River Park where the trail crosses the railroad tracks. Sadler agreed and responded that the gap has been an ongoing issue and that the obstacle is the railroad. He added that the City has completed work up to the Railroad's right-of-way line and that the railroad crossing itself has been

installed. Sadler continued that after two years of communication the final pieces had even been marked and plans for construction reviewed by the railroad. Ortgies added that Sadler's efforts in attempting to get this project completed have been nothing short of heroic. Sadler stated that the tracks are owned by Union Pacific and they have approved the plans, however the tracks are operated by the Iowa Interstate Railroad and that turnover among their staff has been the barrier. Swalwell inquired why Public Services staff re-paint sharrows in the fall, prior to winter snow removal and application of road solvents. He urged that painting should be done in the spring. Ortgies responded that the Public Services budget includes funds to paint two times per year, spring and fall, currently. She added that recent conversations with Public Services staff have indicated a possibility of reducing paint application from two times to one time per year and in that case the preference would be have them painted in the spring.

Receive, File and/or Refer:

On Item 8A. City Council Communications

October 17, 2016: Motion – Approval of Professional Services Agreement – Water Quality Community Art Project – Forecast Public Art

October 17, 2016: Motion – Approval of Professional Services Agreement – Veterans Parkway Enhancements – Shive-Hattery

Sewell moved to adjourn. Swalwell seconded. Motion carried. Meeting adjourned at 6:48 p.m.

Respectfully submitted,

Susan Mathews
Administrative Secretary

ATTEST:

Aaron Sewell
Advisory Board Secretary