

**WEST DES MOINES PARKS AND RECREATION ADVISORY BOARD PROCEEDINGS  
Thursday, December 15, 2016**

The meeting of the West Des Moines Parks and Recreation Advisory Board was called to order on Thursday, December 15, at 5:31 p.m. by Chair Hrdlicka.

<b>Commission</b>	Heather Schebel <i>Vice Chair</i>	Joe Hrdlicka <i>Chair</i>	Forrest Ridgway	Rick Swalwell	Aaron Sewell <i>Secretary</i>
<b>Present</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>

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

On Item 1. Approval of Agenda

Ridgway moved to approve the agenda as presented. Schebel seconded. Motion carried.

On Item 2. Citizen Forum

No items.

On Item 3. Approval of Minutes of November 17, 2016 Meeting

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

On Item 4. Old Business

No items.

On Item 5. New Business:

No items.

Staff Reports:

On Item 6A. Landscape Architect

Sadler shared that due to the onset of winter weather staff have transitioned from managing active construction to planning upcoming projects. He noted that Holiday Park Youth Baseball Phase 4A is complete, and planning and design for Phases 4B and 5 has begun. Sadler stated that Holiday Park Girls Softball ADA improvements are substantially complete with only a few punch list items carrying over to spring. He shared that Woodland Hills Park may have some construction over the winter including construction of the shelter. Sadler informed the Board that the Jordan Creek Community Garden water lines are in, and are substantially ready for spring rentals. The Valley View soil restoration project is complete. He stated that the Fairmeadows storm sewer installation is complete and that the site has been stabilized for winter. Sadler shared that planning and design of the north end of Fairmeadows Park will occur over the winter and that the Water Quality Initiative Grant application was submitted for a project in that park. Ridgway asked what Fairmeadows items were included in the grant request. Sadler responded that native seeding on slopes, native wetland plugs in the drainage area, bio swales, and some educational components were included. Ortgies added that an additional component for funding for conservation grazing at Southwoods Park was included in the application. Schebel shared that the AP environmental teacher at Valley would be a good contact. Sadler shared the following planning projects are underway for spring construction: Pearson Park pedestrian bridge (north bridge), Grand Avenue Trail north of Fuller Road to Jordan Creek, annual trail repair program for both concrete and asphalt, 39<sup>th</sup> Street park site improvements and Valley View Park lighted tennis courts. He added that he

continues to request approval by Iowa Interstate Railroad for the Raccoon River Park entrance trail crossing the railroad tracks.

On Item 6B. Superintendent of Recreation

Hansen shared that the Breakfast with Santa event took place last Saturday and that a new event called Cocoa and Carols is taking place at the Valley Junction Activity Center tonight. He added that other ongoing winter activities include #sELFie and a snowman building contest.

On Item 6C. Interim Director of Parks and Recreation

Ortgies reminded the Board of the Raccoon River Park Ice Rink ribbon cutting to take place on Monday at 3:45pm. She shared that department staff will meet with the City Manager next week about the CIP budget. She noted that staff are getting Raccoon River Park special events booked for 2017. Ortgies stated that staff is helping with a Vietnam Veteran memorial in conjunction with the Veterans Parkway project. Ortgies stated that with the ultimate use of Phenix School up in the air staff was asked to help put together some estimated numbers for use of the facility. Ortgies informed the Board of a considerable goose population that has taken up residence in Raccoon River Park. She added that the DNR has approached the City about the issue since the park is in the Des Moines Airport flight path and is suggesting live trapping during molting season and taking the geese to a locker for food processing for the Food Bank of Iowa. The Board expressed that it seemed like a good resolution to several issues in the park. Ortgies shared that a new Facility Clerk, Tami Smith, has begun work at the Nature Lodge replacing Pam Ristau, who retired. She shared that she attended the Great Western Trail Meeting in Warren County which 100-150 people attended. She added that City Engineer, Duane Wittstock gave information and briefly went over the alternatives. The Board discussed their perceptions and experiences at the meeting. Staff presented the alternatives and their various impacts. The Board expressed interest in seeking additional connections or loops as added value for the biking community.

On Item 7. Other Matters

No items.

Receive, File and/or Refer:

On Item 8A. City Council Communications

November 28, 2016: Motion – Approval of Park Use Agreement – West Des Moines Soccer Club

December 12, 2016: Resolution – Order Construction and Notice of Public Hearing on Plans, Specifications, Form of Contract, Estimate of Cost, and Direct Advertisement of Bids – Valley View Aquatic Center & Holiday Park Aquatic Center Pool Improvements

Swalwell moved to adjourn. Schebel seconded. Motion carried. Meeting adjourned at 6:42 p.m.

Respectfully submitted,

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Susan Greenwood  
Administrative Secretary

ATTEST:

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Aaron Sewell  
Advisory Board Secretary