

**WEST DES MOINES PARKS AND RECREATION ADVISORY BOARD PROCEEDINGS
Thursday, August 17, 2017**

The meeting of the West Des Moines Parks and Recreation Advisory Board was called to order on Thursday, August 17, 2017 at 5:34 p.m. by Chair Hrdlicka.

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

Staff	Sally Ortgies <i>Director of Parks & Recreation</i>	Greg Hansen <i>Superintendent of Recreation</i>	Dave Sadler <i>Superintendent of Parks</i>	Anna Poss <i>Administrative Secretary</i>	Miranda Kurtt <i>Secretary</i>
Present	X	X	X	X	X

On Item 1. Approval of Agenda

Swalwell moved to approve the agenda as amended. Ridgway seconded. Motion carried, 4 yes.

On Item 2. Citizen Forum

No Items.

On Item 3. Approval of Minutes of June 15, 2017 Meeting

Schebel moved to approve the minutes as presented. Sewell seconded. Motion carried, 4 yes.

On Item 4. Old Business

On Item 4A. Motion – Approval of Field Reservation Policy– Valley View Park

Ortgies shared with the Board that the Facility Committee met on August 10th to review the policy. The Committee recommends approval by the Board. Ridgway inquired about the reservation process wording and suggested that “reservations must be made one business day” be changed to “reservations must be made at least one business day prior to the reservation.”

Ridgway moved to approve the Field Reservation Policy – Valley View Park with the addition of “at least” included in the reservation process. Swalwell seconded. Motion carried, 4 yes.

On Item 4B. Motion – Approval of Recommendation to City Council – Valley View Park Field Reservation Fees.

Ortgies shared with the Board that the Facility Committee met August 10th to review the fees. The Committee recommends approval by the Board.

Schebel moved to approve the recommendation to City Council to approve the Valley View Park Field Reservation Fees. Ridgway seconded. Motion carried, 4 yes.

On Item 5. New Business

No Items.

Staff Reports:

On Item 6A. Superintendent of Parks

Sadler shared that the new Landscape Architect, Kevin Conn, started on July 17th. Sadler shared that Fairmeadows Park is almost complete. Woodland Hills Park was completed and is open to the public. Holiday Park Phase 4B and 5 are going well and are currently 70% complete. Construction is scheduled

to begin soon on the Valley View Park Tennis Courts. Sadler added the 39th Street Parking Lot, Raccoon River Softball Irrigation, and Raccoon River Park Portable Toilet Enclosures projects are also scheduled to begin soon. Sadler also shared that the Landscape Architect is working on landscaping plans for Woodland Hills Park and Fairmeadows Park.

On Item 6B. Superintendent of Recreation

Hansen shared that Dog Park and Archery Facility day passes are now available for purchase online. Holiday Park Aquatic Center is scheduled to close for the season on August 20, 2017 and Valley View Aquatic center closed on August 11, 2017. Orgies shared that the department is utilizing DMACC Business Resources to assist during the months of September and October to work with staff on various aquatic center issues including recruitment, hiring and maintenance

On Item 6C. Director of Parks and Recreation

Orgies thanked everyone who participated in the Ice Cream Socials and added that there was a great turn out of neighborhood residents at both. Orgies attended the Purple Martin Lake Opening on August 24th along with Councilmember Rick Messerschmidt and representatives from the Iowa Department of Natural Resources and Des Moines Water Works. Orgies shared that at the August 10th meeting, the Facilities Committee discussed the citizen request that had been made for the addition of horseshoe, shuffleboard, and bocci ball courts at Fairmeadows Park. Orgies shared that staff and the Committee felt that American Legion and Florer Parks already offered horseshoe and shuffleboard courts. Orgies mentioned that a bocce ball court could potentially be added in Fairmeadows Park but the issue needs to be discussed further. Orgies stated that the American Legion Park skate ramp is in need of major repair and will need to be removed. After discussing with the Facilities Committee, it was decided that a sign will be posted at the facility asking citizens for feedback. Orgies stated that the City-owned Phenix site will need to be added to the Master Parks Plan as a special use facility. This item will be included on a future Board agenda along with the naming of the site. The neighbors have suggested the name “Nellie Phenix Legacy Commons”. Upon hearing the suggested name, the Board felt that it was slightly long and could possibly be shortened to “Phenix Commons”. Staff will communicate this with the neighbors to get their feedback. Orgies stated that a public hearing would be held on the naming at a future Board meeting. Orgies shared that she had been contacted by a possible donor who was interested in donating towards the proposed pedestrian bridge over the Raccoon River. She indicated that the amount of the donation was not at a level to allow naming rights, so other projects were being considered, including the Great Western Trail Connection.

On Item 7. Other Matters

Sadler provided an update on the trail crossing at the railroad tracks at the entrance to Raccoon River Park. Councilman Russ Trimble brought up several maintenance items that had been brought to his attention related to the dog park and poison ivy in parks.

On Item 8A: Receive, File and/or Refer:

August 7, 2017: Public Hearing – Raccoon River Portable Toilet Enclosures & Picnic Shelter: 1) Resolution – Approval of Plans and Specifications; 2) Motion – Receive and File Report of Bids; 3) Resolution – Approve Contract.

August 7, 2017: Public Hearing – 39th Street Parking Lot: 1) Resolution – Approval of Plans and Specifications; 2) Motion – Receive and File Report of Bids; 3) Resolution – Approve Contract.

Ridgway moved to adjourn. Swalwell seconded. Motion carried, 4 yes. Meeting adjourned at 6:36 p.m.

Respectfully submitted,

Anna Poss
Secretary

ATTEST:

Aaron Sewell
Advisory Board Secretary