

WEST DES MOINES PARKS AND RECREATION ADVISORY BOARD PROCEEDINGS
Thursday, September 21, 2017

The meeting of the West Des Moines Parks and Recreation Advisory Board was called to order on Thursday, September 21, 2017 at 5:34 p.m. by Vice Chair Schebel.

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

Council	Russ Trimble <i>Council Liaison</i>				
Present	X				

On Item 1. Approval of Agenda

Sewell moved to approve the agenda as amended. Hrdlicka seconded. Motion carried, 3 yes.

On Item 2. Citizen Forum

No Items.

On Item 3. Approval of Minutes of August 17, 2017 Meeting

Sewell moved to approve the minutes as presented. Hrdlicka seconded. Motion carried, 3 yes.

On Item 4. Old Business

On Item 4A. Motion – Approval of Parks and Greenways, Park Facilities, and Trails Naming Policy.

Ortgies shared that the policy is being reviewed by the Legal Department. At the request of the Facilities Committee, Ortgies has asked Legal staff to specifically review the section related to the endorsement of any religion or religious belief. Hrdlicka shared that the Board should wait to hear back from the Legal Department on the final wording before a motion is made.

Hrdlicka moved to defer approval of the Parks and Greenways, Parks Facilities, and Trails Naming Policy to the October 19th Park Board meeting.

On Item 5. New Business

On Item 5A. Discussion – FY 18-19 Capital Improvement Program

Ortgies requested input from the Board on possible parks CIP projects. Ortgies shared that staff is meeting next week to begin to develop a recommendation. Schebel shared that during the Facilities Committee meeting there was discussion about removing the Raccoon River Park sprayground rather than replacing it. Ortgies shared that she agrees that the sprayground should be removed and that replacing it with a new sprayground could result in over-crowding at the popular play area. Sewell stated that it seems logical to prioritize other projects before installing a new spray ground at Raccoon River Park. Ortgies shared that the Facilities Committee also discussed delaying the replacement of play equipment at Peony, Willow Springs, and Scenic Valley Parks due to the fact that the equipment is still

in good condition. Schebel shared that pickleball is becoming popular among citizens in West Des Moines, and she suggested the sport be something the Board look into implementing. Ortgies shared that the Valley View Park tennis courts will accommodate pickleball. Staff is also considering installing a bocce ball court in Fairmeadows Park. Ortgies added that the CIP also includes development of two new neighborhood parks - Whisper Point Park and Hidden Point Park. Hrdlicka asked about the need to advance the parks based upon surrounding development. Schebel shared that Hidden Point Park would be beneficial with the large apartment complexes in the area. Staff will set up another meeting of the Facilities Committee to further discuss the CIP before bringing it back to the Board for approval.

Staff Reports:

On Item 6A. Superintendent of Parks

Sadler shared that Fairmeadows Park is complete. The Department's Landscape Architect has been working on landscaping in the park along with the Public Services Department. Staff has planted 120 trees in Fairmeadows and Woodland Hills Parks. Sadler shared that many projects are currently being seeded, including Woodland Hills Park. Holiday Baseball Field Renovation Phases 4B and 5 are 80% complete. Sadler stated that the Valley View Park Tennis Courts are being paved, lighting is being added, and the surfacing is being completed within the coming week. Sadler added that the 39th Street parking lot grading has started, and the paving will begin soon. The Raccoon River Park Softball Complex irrigation upgrade is scheduled to begin next week, and the Raccoon River Park portable toilet enclosures are currently being manufactured. The new shelter by the fishing pier will also be installed this coming fall. Sadler shared that the amphitheater and boat house design contracts have been approved by City Council. Sadler shared that staff has been working on the Veterans Parkway enhancements project. Hrdlicka inquired about the Raccoon River Park railroad crossing, and Sadler responded that there is a meeting scheduled the first week of October for 20 Public Services employees to complete the required training so they will be able to construct the project within the railroad right-of-way.

On Item 6B. Superintendent of Recreation

Hansen shared that Illumifest is Saturday, October 23rd, on the City Campus.

On Item 6C. Director of Parks and Recreation

Ortgies shared that the fees for Valley View Park field reservations that were approved at the last Board meeting will be brought to City Council on October 2nd. Mark Brewick, Hansen and Ortgies have been working with DMACC on improving the process for recruiting and hiring Aquatic Center staff. A second 12 hour session is planned with the Public Services Department to address Aquatic Center maintenance responsibilities. Schebel inquired if staff have publicized the efforts that have been taking place for improving the Aquatic Center processes.

On Item 7. Other Matters

No items.

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

September 5, 2017: Motion – Approval of Professional Services Agreement – Park Signage Upgrade Plan.

September 5, 2017: Resolution – Accept Work – Woodland Hills Park Site Development.

Sewell moved to adjourn. Hrdlicka seconded. Motion carried, 3 yes. Meeting adjourned at 6:25 p.m.

Respectfully submitted,

Anna Poss
Secretary

ATTEST:

Aaron Sewell
Advisory Board Secretary