

**CITY OF WEST DES MOINES  
PARKS AND RECREATION ADVISORY BOARD  
AGENDA**

**5:30 p.m.  
Thursday, April 19, 2018  
City Hall – City Council Chambers  
4200 Mills Civic Parkway**

- 1. Call to Order / Approval of Agenda**
- 2. Citizen Forum**
- 3. Approval of Minutes**
  - A. February 15, 2018 Meeting
- 4. Old Business**
  - A. Committee/Liaison Appointments – Deferred from February 15, 2018
- 5. Public Hearings**
  - A. Naming of Special Use Facility – Nellie Phenix Legacy Commons
    1. Motion – Approval of Recommendation to City Council – Continued from February 15, 2018
  - B. Site Plan – Hidden Point Park
    1. Motion – Approval of Recommendation to Planning and Zoning Commission
- 6. New Business**
  - A. Annual Report – Cricket League of Iowa
  - B. Discussion – Site Plan Concepts
    1. Pinedale Park
    2. Florer Park
- 7. Staff Reports**
  - A. Superintendent of Parks
  - B. Director of Parks & Recreation
- 8. Other Matters**
- 9. Receive, File and/or Refer**
  - A. City Council Communications
  - B. Five Waters Project Design Update

The City of West Des Moines is pleased to provide accommodations to disabled individuals or groups and encourages their participation in city government. Should special accommodations be required please contact the City Clerk's office at least 48 hours in advance, at 222-3600 to have accommodations provided.

February 15, 2018

**WEST DES MOINES PARKS AND RECREATION ADVISORY BOARD PROCEEDINGS**  
**Thursday, February 15, 2018**

The meeting of the West Des Moines Parks and Recreation Advisory Board was called to order on Thursday, February 15, 2018 at 5:30 p.m. by Schebel in the absence of the Chair.

<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>	X		X		X
<b>Staff</b>	Sally Ortgies <i>Director of Parks &amp; Recreation</i>	Dave Sadler <i>Superintendent of Parks</i>	Anna Poss <i>Administrative Secretary</i>		
<b>Present</b>	X	X	X		
<b>Council</b>	Russ Trimble <i>Council Liaison</i>				
<b>Present</b>					

**On Item 1. Approval of Agenda**

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

**On Item 2. Election of Board Officers**

Ridgway proposed officers for the Board as follows:

- A. Chair – Joe Hrdlicka
- B. Vice Chair – Heather Schebel
- C. Secretary – Aaron Sewell

Ridgway moved to elect officers as proposed. Sewell seconded. Motion carried, 3 yes.

**On Item 3. Citizen Forum**

No items.

**On Item 4. Approval of Minutes of January 18, 2017 Meeting**

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

**On Item 5. Old Business**

No items.

**New Business**

**On Item 6A. Public Hearings**

Naming of Special Use Facility – Nellie Phenix Legacy Commons

- 1. Motion – Approval of Recommendation to City Council

***(Public Hearing continued to March 15, 2018)***

Ridgway moved to approve continuing the Public Hearing to March 15, 2018. Sewell seconded. Motion carried, 3 yes

**On Item 7A. New Business**

- A. Committee/Liaison Appointments –

Ridgway moved to defer the appointments to March 15, 2018. Sewell seconded. Motion carried, 3 yes

## **Staff Reports**

### **On Item 8A. Superintendent of Parks**

Sadler shared that three neighborhood parks are currently in the planning stages and added that staff is gathering public feedback on these projects. The Woodland Hills Park non-lighted basketball and tennis courts are under design. Items currently out for bid are the loop trail in Woodland Hills Park, Valley View Aquatic Center's variable frequency drives, and with sandblasting and painting at Holiday Aquatic Center. Staff has been working with Public Services and Engineering Services on maintenance items related to shelter and restroom facilities in various parks. Items include painting, caulking, replacing metal fascia, and upgrading park signage. Plans are complete for the 2018 Concrete Trail Renovation Project and will be available for bidding soon. Sadler shared that he and Ortgies met with the City Manager to further discuss the Grand Avenue Trail project and further study was done related to locating the bridge and trail on the east side of Grand Avenue. Sadler shared there are pros and cons to the east side. Ortgies shared that she spoke with City Manager Hadden, and the bridge will very likely remain on the west side.

### **On Item 8B. Director of Parks and Recreation**

Ortgies shared that February has been busy with a lot of community engagement. Presentations have been given to the West Des Moines School Board, the Historic Valley Junction Foundation, a Rotary Club, and the Chamber of Commerce about the Five Waters Project and the upcoming LOSST election in March. The Superintendent of Recreation position that is open will close soon. All seasonal positions are currently posted, and there are 30 lifeguards who have already applied for the 2018 season. Ortgies shared that staff is planning to apply for a Wellmark grant for the proposed boathouse. Ortgies informed the Board that there will be 16 ice cream socials this summer run by various departments from the City. July 19<sup>th</sup> is the Park Board and Parks and Recreation Department's opportunity to lead an Ice Cream Social at Fairmeadows Park. Polk County Supervisor, Angela Connelly, will be present to be recognized for the \$50,000 grant for water quality improvements.

### **On Item 9. Other Matters**

Sewell shared that the Trails and Greenway Committee has been discussing the LOSST vote. There was a presenter there who spoke about funding a connection on the High Trestle Trail. Sewell shared the plans for the Five Waters Project with this group, and it received positive feedback.

### **On Item 10A: Receive, File and/or Refer:**

February 5, 2017: Resolution – Order construction and Notice of Public Hearing on Plans, Specifications, Form of Contract, Estimate of Cost, and Direct Advertisement of Bids – Valley View and Holiday Aquatic Centers VFD Requirements.

February 5, 2017: Resolution – Order construction and Notice of Public Hearing on Plans, Specifications, Form of Contract, Estimate of Cost, and Direct Advertisement of Bids – Woodland Hills Park Tennis and Basketball Courts.

February 5, 2017: Resolution – Accept Work – Holiday Park Baseball Field Improvements Phase 4B & 5.

### **On Item 10B: Update on 5 Waters Design Update:**

Ortgies shared that there has been a slight delay with the planning for the amphitheater and a change is being proposed to the consultant team. Ortgies has informed interested donors of the delay. Ortgies stated that after hearing support from the City Manager and the Iowa Department of Natural Resources, staff is getting pricing from Shive-Hattery for a feasibility study for the second pedestrian bridge over

February 15, 2018

the Raccoon River. Schebel asked if there are any partnership opportunities with the IDNR and Ortgies shared that there could be potential grant opportunities.

Ridgway moved to adjourn. Sewell seconded. Motion carried, 3 yes. Meeting adjourned at 5:58 p.m.

Respectfully submitted,

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Anna Poss  
Secretary

ATTEST:

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Aaron Sewell  
Advisory Board Secretary

**CITY OF WEST DES MOINES  
PARK AND RECREATION ADVISORY BOARD  
MEETING COMMUNICATION**

**DATE:** March 15, 2018

**ITEM:** Committee/Liaison Appointments – Deferred from February 15, 2018


**FINANCIAL IMPACT:** None at this time

**SYNOPSIS:** The Chair of the Park and Recreation Advisory Board, with the members consent, appoints committee members every two years in the year Board members take office after an election. Committees are as follows:

City Council Liaison – Chair  
School Board Liaison – Chair  
Facilities Committee – 2 members  
Des Moines Area Trails and Greenways Committee – 1 member

**BACKGROUND:** The Facilities Committee makes recommendations to the full board on facility issues, including facility fees, requests for use, agreements, and park plans. The Des Moines Area Trails and Greenways Committee is a Metro area advocacy group.

**RECOMMENDATION:** That the Chair appoint the members of the Facilities Committee and the member of the Des Moines Area Trails and Greenways Committee.

**Prepared by:** Sally Ortgies, Director of Parks and Recreation   
**Approved for Content by:** Sally Ortgies, Director of Parks and Recreation  
**Accepted for Park Board Agenda:** Sally Ortgies, Director of Parks and Recreation

**WEST DES MOINES PARKS & RECREATION ADVISORY BOARD  
MEETING COMMUNICATION**

**DATE:** March 15, 2018

**ITEM:** Public Hearing – Special Use Facility Naming:  
1. Motion – Approval of Recommendation to City Council –  
Continued from February 15, 2018


**FINANCIAL IMPACT:** None at this time. In the future, there would be a cost related to a sign for the special use facility.

**SYNOPSIS:** The Board is asked to consider naming a special use facility located on City-owned property adjacent to the Phenix Elementary School building which is being converted into residential units. The Historic West Des Moines Valley Junction Neighborhood Association recently approved a request to name the site “Nellie Phenix Legacy Commons”. According to the Department’s naming policy, the Board referred the request to the Facilities Committee for further discussion.

Anyone present will have the opportunity to comment on this item during the Public Hearing and any written comments received prior to the Board meeting will be read. If approved by the Board, the item will be taken to the City Council for final approval.

**BACKGROUND:** The formal written request from the Neighborhood Association is attached. A notice of the public hearing was published in the Des Moines Register on Friday, March 9, 2018. A copy of the notice is attached.

**RECOMMENDATION:** The Facilities Committee recommends approval of the name “Nellie Phenix Legacy Commons” pending any comments received during the Public Hearing.

**Prepared by:** Sally Ortgies, Director of Parks and Recreation   
**Approved for Content by:** Sally Ortgies, Director of Parks and Recreation  
**Accepted for Park Board Agenda:** Sally Ortgies, Director of Parks and Recreation

## PUBLIC NOTICE

The West Des Moines Parks and Recreation Advisory Board will be holding a public hearing and taking action on the approval of a name for a new special use facility in West Des Moines, Iowa. The facility location and proposed name is as follows:

Location

Southwest corner of 6<sup>th</sup> & Locust Streets  
and

Northwest corner of 6<sup>th</sup> & Walnut Streets

Proposed Name

Nellie Phenix Legacy Commons

Action will be taken by the Advisory Board at their meeting at 5:30 p.m. on Thursday, March 15, 2018 to be held at the West Des Moines City Hall, 4200 Mills Civic Parkway, West Des Moines, Iowa. Any interested person may appear at that time and comment on the proposed park name or can send written comments to West Des Moines Parks and Recreation, P.O. Box 65320, West Des Moines, Iowa 50265 by 4:00 p.m. on Thursday, March 15, 2018. Further information and a map showing the park location can be obtained by calling 515-222-3444.

Published in the Des Moines Register, Friday, March 9, 2018.



February 4<sup>th</sup>. 2018

West Des Moines Parks & Recreation Board  
4200 Mills Civic Parkway  
West Des Moines, IA 50265  
Attr: Sally Ortigies, Director

Subject: Naming of Phenix Greenspace Site

Sally,

On behalf of the Historic WDM Valley Junction Neighborhood Association, we kindly ask our West Des Moines Parks & Recreation Board for approval of formally naming the current Phenix green space site to:

**Nellie Phenix Legacy Commons**

As a community, we felt it was very important to continue the historical significance of the Phenix Elementary School, along with lifetime legacy of Nellie Phenix.

We went thru a long process, including several meetings in which we narrowed everyone's choices down to the two finalist selections (by vote at our December monthly meeting). We then included the following locations for our community to cast their final votes (30 days):

- 4 voting boxes were publicly displayed at the following locations:
  - Polk County Senior Community Center
  - Valley Junction Activity Center
  - Valley Junction Welcome Center
  - First National Bank
- Our Facebook (with over 550+ followers), which included voting buttons for public input.
- We added voting buttons on "Next Door" (WDM and VJ Neighborhood area).
- Hillside Elementary: The Principal, Dr. Graham Jones, worked with us by communicating with the teachers and the students. They approached each class with the 2 finalist names and the students voted by raising their hands for their choice.

Final votes were as follows from the above:

- Nellie Phenix Legacy Commons = 345 votes
- Nellie Phenix Community Crossing = 281 votes



As an association, we encouraged, promoted and took the necessary steps and extra time to make sure we had our communities input and involvement prior to completing this process.

We hope our West Des Moines Parks & Recreation Board can also see the significance and importance of our communities winning name: Nellie Phenix Legacy Commons!

Please let us know if you have any questions.

We look forward to your reply!

Gratefully Yours,

A handwritten signature in black ink, appearing to read 'Renae A. Johannngmeier', written in a cursive style.

Renae A. Johannngmeier  
Current acting President of the:  
Historic WDM Valley Junction Neighborhood Association  
612 Walnut Street  
West Des Moines, IA 50265

renaejo@gmail.com

515-333-1503

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**WEST DES MOINES PARKS & RECREATION ADVISORY BOARD  
MEETING COMMUNICATION**

**DATE:** March 15, 2018

- ITEM:** Public Hearing – Site Plan – Hidden Point Park
1. Motion – Approval of Recommendation to Planning and Zoning Commission

**FINANCIAL IMPACT:** None at this time

**SYNOPSIS:** Staff has been working with Bolton & Menc to coordinate public outreach and design services required for Hidden Point Park. Initial concept plans were prepared in late 2017, public input was gathered, and the site plan for the park has been finalized. The board is asked to review the site plan, hold a Public Hearing, and make a recommendation to the Planning and Zoning Commission. A copy of the site plan is attached. All residents within 370 feet of the park were mailed invitations to the Board meeting, and a notice was also published in the Des Moines Register. Anyone present will have the opportunity to comment on the site plan during the Public Hearing and any written comments received prior to the Board meeting will be read. If approved by the Board, the site plan will be taken to the Planning and Zoning Commission and then to City Council for final approval.

**BACKGROUND:** Hidden Point Park is located south of Stagecoach Drive and north of the Pheasant Ridge subdivision at the south end of Hidden Point Court. This park was acquired through the parkland dedication process for several residential developments in this area.

Three initial concept plans were taken to the Board for discussion on January 18, 2018. Post cards were then mailed to area residents (approximately 111) soliciting input and inviting them to a public input meeting held on February 6, 2018. Approximately 20 residents attended the public meeting. The vast majority of input was favorable, with much of the discussion revolving around a pedestrian connection from the park to the Pheasant Ridge development. Staff then presented the concept plan to the Facilities Committee on February 15, 2018 for more detailed review. Following public input and feedback from the Committee, Bolton & Menc with staff's direction refined the concept plans into a final site plan for the park.

**RECOMMENDATION:** The Facilities Committee recommends approval of the Site Plan pending feedback received during the Public Hearing.

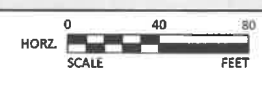
**Prepared by:** David Sadler, Superintendent of Parks

**Approved for Content by:** Sally Ortgies, Director of Parks and Recreation 

**Accepted for Park Board Agenda:** Sally Ortgies, Director of Parks and Recreation



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I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED  
 BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED  
 PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

ENGINEER'S NAME XXXXX  
 LIC. NO. XXXXX DATE MM/DD/YYYY



309 E 5TH STREET, SUITE 202  
 DES MOINES, IOWA 50309  
 Phone: (515) 259-9190  
 Email: DesMoines@bolton-menk.com  
 www.bolton-menk.com

DESIGNED	NO.	REVISION	DATE
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CLIENT PROJ. NO.			
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CITY OF WEST DES MOINES, IOWA  
 HIDDEN POINT PARK - CONCEPT PLAN

SHEET

**WEST DES MOINES PARKS & RECREATION ADVISORY COMMITTEE  
MEETING COMMUNICATION**

**DATE:** March 15, 2018


**ITEM:** Presentation – Annual Report  
1. Cricket League of Iowa

**FINANCIAL IMPACT:** None.

**SYNOPSIS:** The above group will be presenting its annual report to the Board at Thursday's meeting. They have been asked to provide participation figures including number of participants in each type of league (i.e. open vs. competitive) and percentage of West Des Moines residents in each league. They have also been asked to bring revenue and expense figures and any facility improvement requests.

**BACKGROUND:**

**RECOMMENDATION:** No action is necessary.

**Prepared by:** Sally Ortgies, Director of Parks and Recreation   
**Approved for Content by:** Sally Ortgies, Director of Parks and Recreation  
**Accepted for Park Board Agenda:** Sally Ortgies, Director of Parks and Recreation

**WEST DES MOINES PARKS & RECREATION ADVISORY BOARD  
MEETING COMMUNICATION**

**DATE:** March 15, 2018

**ITEM:** Discussion – Site Plan Concepts:

1. Pinedale Park
2. Florer Park

**FINANCIAL IMPACT:** None at this time

**SYNOPSIS:** The Board is asked to review the concept plans for Pinedale Park and Florer Park. Following review and discussion, the plans will be refined into a final site plan for each park. The final site plan will come back to the Board as part of the formal site plan approval process with recommendation to the City Council for approval.

**BACKGROUND:** Pinedale Park is a new neighborhood park located at 3375 Woodland Avenue just east of Valley West Drive. This park site was acquired through the parkland dedication process when the adjacent apartment complex was converted to condominiums. The City chose to acquire this open space as the neighborhood park service level for this residential area of the community was deficient. See attached Location Map. City staff has prepared a preliminary concept plan for the park and solicited public feedback on the plan through a mailing to area residents.

Florer Park is located at 1410 Locust Street on the north side of Holiday Park. See attached Location Map. This is one of the older parks in our system and was donated to the City by the Florer family in 1963. Funds are budgeted to demolish the existing shelter that is over 50 years old and construct a new shelter closer to the horseshoe courts on the south side of the park. Staff has been communicating and working closely with the Florer family throughout the design process.

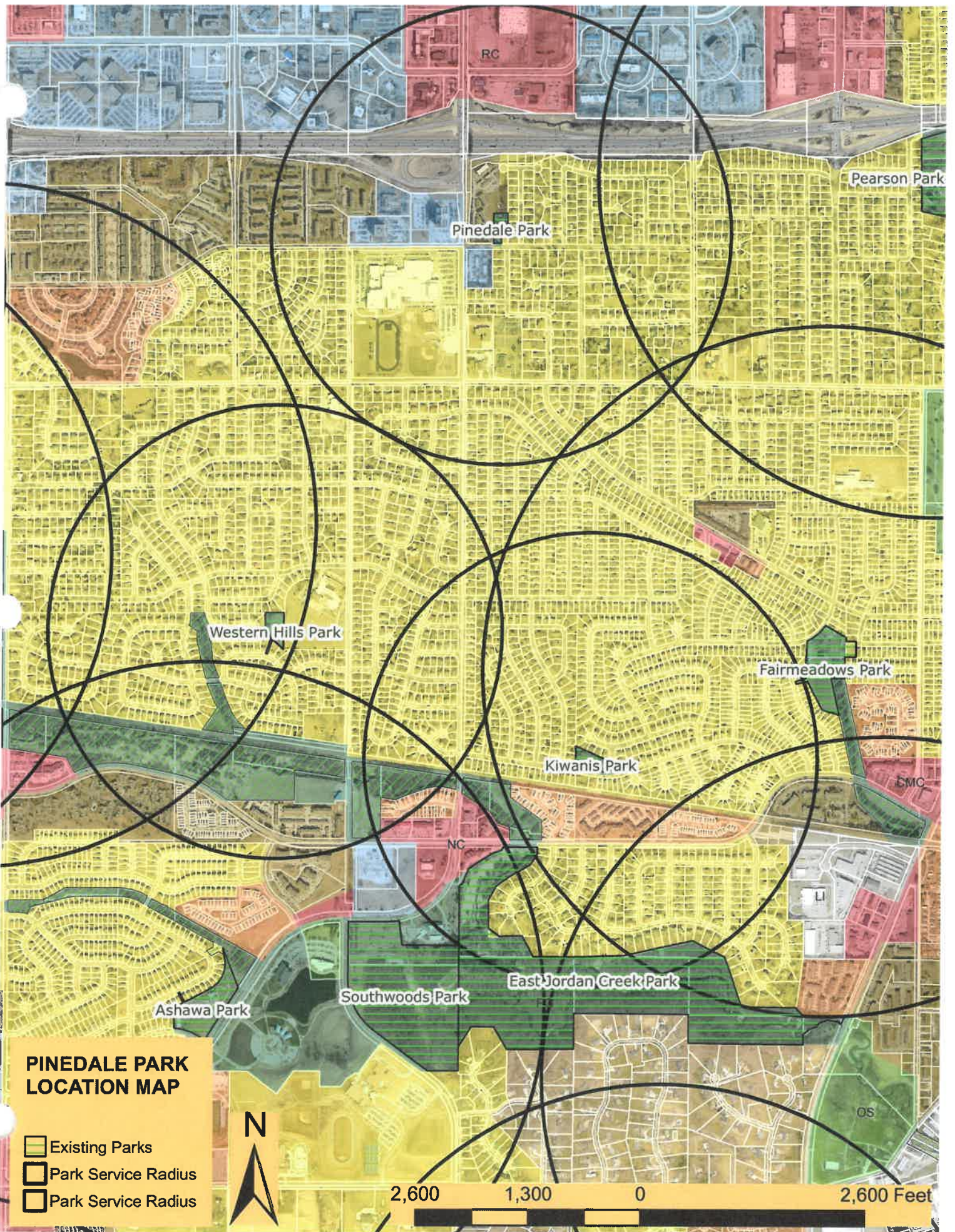
**RECOMMENDATION:** Discussion item only.

**Prepared by:** David Sadler, Superintendent of Parks

**Approved for Content by:** Sally Ortgies, Director of Parks and Recreation 

**Accepted for Park Board Agenda:** Sally Ortgies, Director of Parks and Recreation





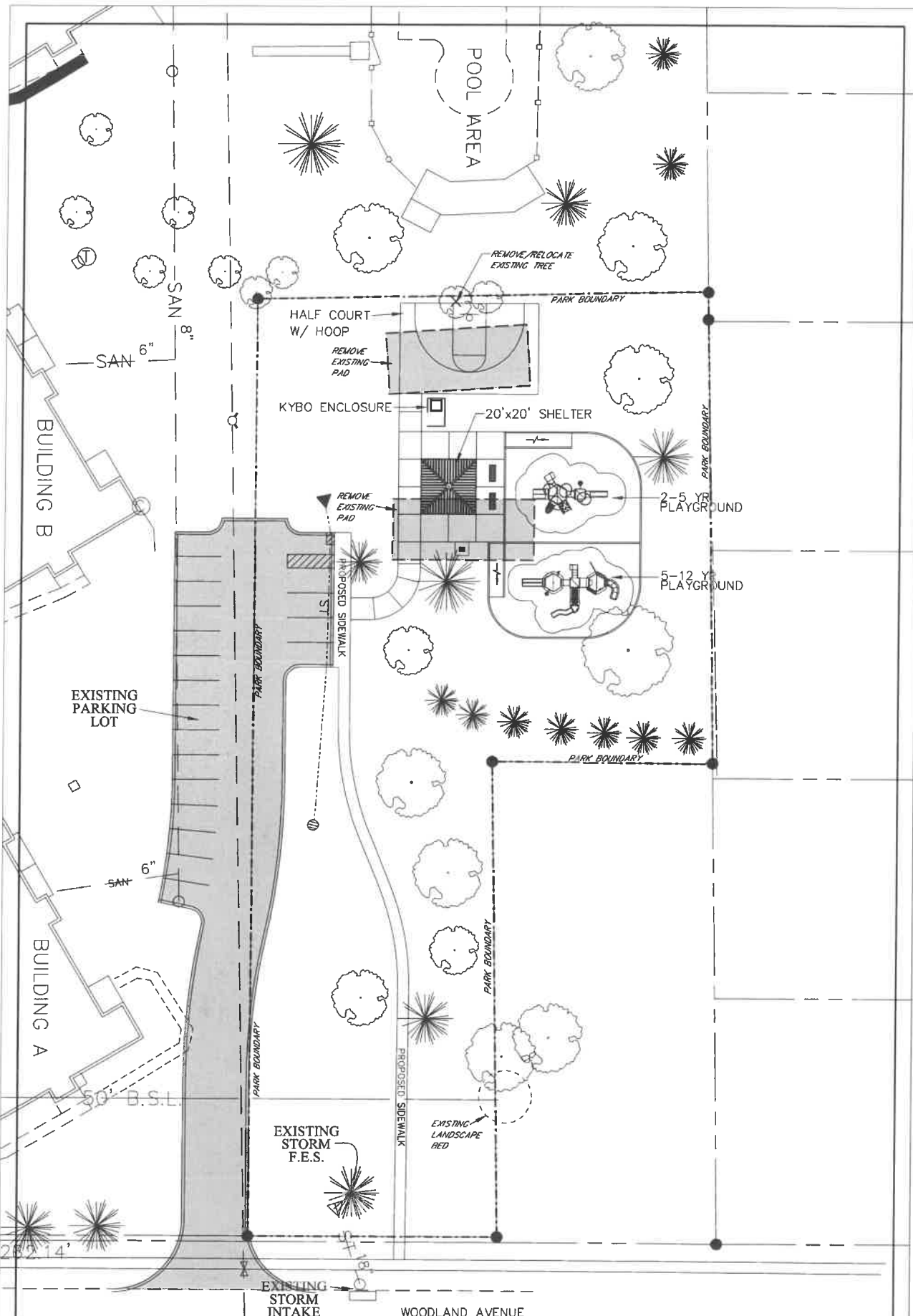
**PINEDALE PARK  
LOCATION MAP**

-  Existing Parks
-  Park Service Radius
-  Park Service Radius



2,600 1,300 0 2,600 Feet






<b>SHEET</b>	<b>TITLE</b>	<b>SCALE</b>	<b>DRAWN:</b>
1 of 1	PLAN	1" = 30'	MA
			<b>REVIEWED:</b>
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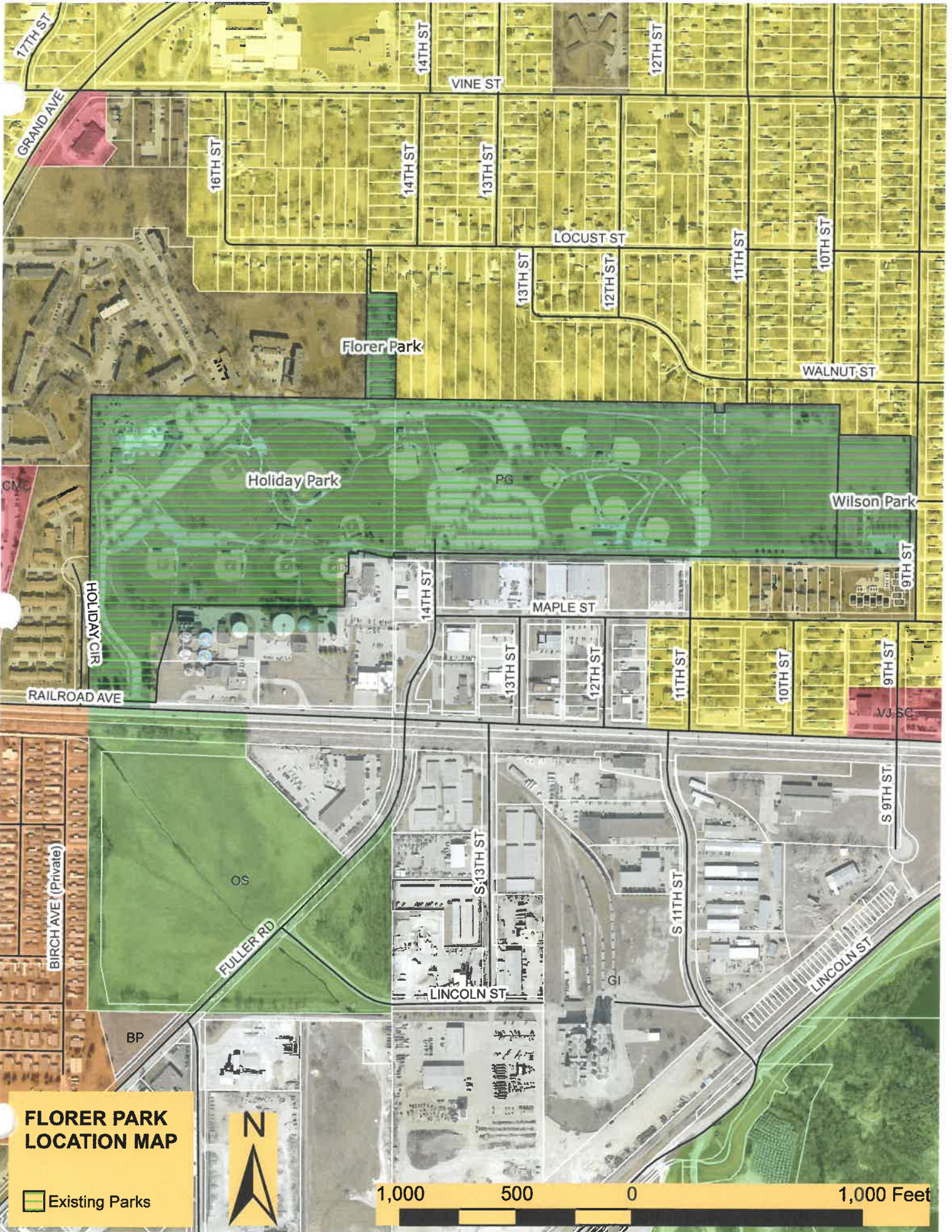
**PINEDALE PARK CONCEPT**

WEST DES MOINES IOWA

<b>DATE</b>	<b>MARKED</b>	<b>BY</b>
08/21/12		


**CITY OF WEST DES MOINES**  
 DEPARTMENT OF PARKS AND RECREATION  
 PARKS DIVISION  
 4209 MILLS CIRCLE, P.O. BOX 15151, 50315-1511  
 WEST DES MOINES, IOWA 50265  
 FAX NO. (515) 253-3495





**FLORER PARK  
LOCATION MAP**

Existing Parks

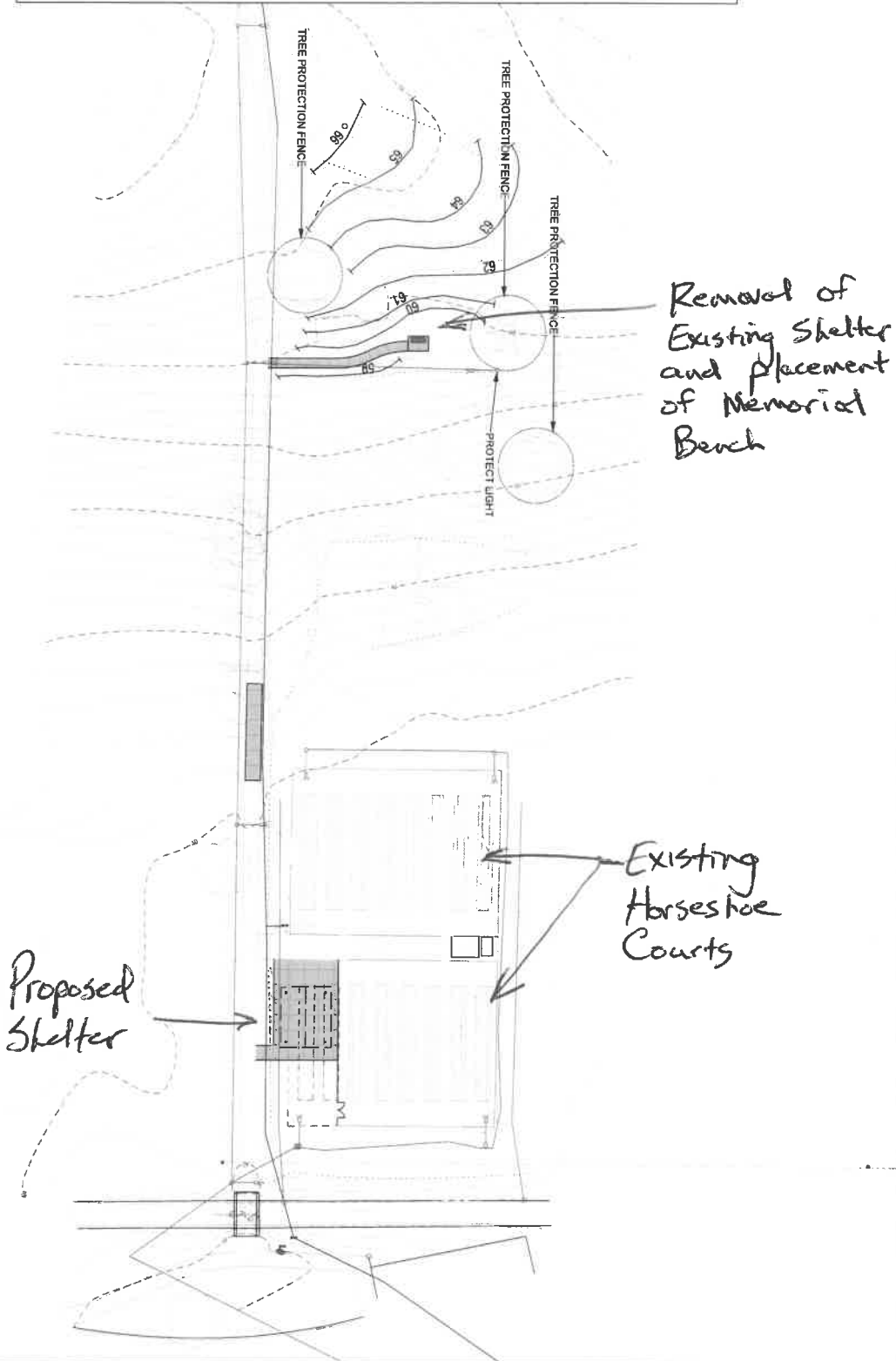


1,000 500 0 1,000 Feet



**GRADING NOTES**

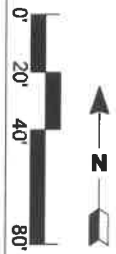
1. Prior to any site excavation, the contractor shall examine any applicable drawings, models from the owner, and any other information available to the contractor's representatives to determine possible utility locations and depths. No compensation will be awarded for utility relocation or other utility relocation requirements.
  2. Install all items at open of cut. All items shall be installed and established on permanent ground cover or erosion control measure.
  3. All earth applied on the R.O.W. shall be placed up by the contractor at the end of each work day.
  4. Contractor to bid right all existing site utilities to new finished grades. Existing utilities include, but are not limited to, water, sewer, storm, gas, electric, and light cables.
  5. Back fill top of cuts.
  6. The contractor shall be responsible for positive, uniform grading and slopes in such a manner to be free of erosion and to provide a safe and sound working surface. The contractor shall be responsible for the maintenance of the landscape and for the protection of the landscape until the grading operations.
  7. Where proposed grades meet existing, hard grades to provide a smooth transition between the new work and existing grades. Existing grades will not be changed.
  8. Contractor responsible for all utility locations not covered by the Open Cut System.
- UTILITY NOTES**
1. Contractor shall notify West Des Moines Water Works (282-5459) at least 24 hours in advance to schedule water stop.
  2. All water, gas, electric, and other utilities shall be shown in Standard Specifications.
  3. The General Contractor shall be responsible for the construction of work of all subcontractors involved in the project.
  4. Contact Building Inspector (515-282-4330) a minimum of 24 hours in advance for private utility installation inspection.
  5. The General Contractor shall be responsible for the construction of work of all subcontractors involved in the project.
  6. All signs are to be demarcated with reflective material and are to be placed in the location shown on the drawings and the City's Code Commission Ordinance.
  7. Install temporary lift fence around all permanent signs shown herein for accident control.
  8. Contractor shall verify exact location and elevation of their optic center prior to excavation.



Removal of Existing Shelter and Placement of Memorial Bench

Existing Horseshoe Courts

Proposed Shelter



**CITY OF WEST DES MOINES  
CITY COUNCIL MEETING COMMUNICATION**

**DATE:** February 20, 2018

**ITEM:** Resolution - Order Construction and Notice of Public Hearing on Plans, Specifications, Form of Contract, Estimate of Cost, and Direct Advertisement of Bids – Woodland Hills Park Loop Trail

**FINANCIAL IMPACT:** None at this time. The consultant's opinion of probable cost for the project is \$155,057. The project also includes one add alternate for benches along the trail estimated at \$6,500. Project expenses will be paid with budgeted CIP funds from Woodland Hills Park Account No. 500.000.000.5250.490, Project No. 0525 058.0510 089 2017. There is approximately \$189,858 available (\$450,000 budget, less design fees of \$17,800, less tennis & basketball courts currently being bid estimated at \$242,342) for this project.

**BACKGROUND:** A Bid Letting should be scheduled for 2:00 p.m. on Wednesday, March 14, 2018, and a Public Hearing on the project scheduled for 5:35 p.m. on Monday, March 19, 2018. The contract would be awarded on Monday, March 19, 2018, and work would begin shortly thereafter. This project is scheduled to be completed by August 2018.


This project involves the construction of a concrete trail around the perimeter of Woodland Hills Park. Portions of the trail loop have been completed with other park projects along the southern and western side of the park, and this project would complete the loop. The project generally includes construction survey, excavation, subgrade preparation, 5" reinforced concrete trail, erosion control measures, site restoration and other related items.

**OUTSTANDING ISSUES:** None.

**RECOMMENDATION:** That the Council approve the Resolution as attached.

**Lead Staff Member:** David Sadler, Superintendent of Parks 

**STAFF REVIEWS**

Department Director	Sally Ortgies, Director of Parks and Recreation 
Appropriations/Finance	Tim Stiles, Finance Director
Legal	Richard Scieszinski, City Attorney
Agenda Acceptance	

**PUBLICATION(S)** (if applicable)

Published In	N/A
Dates(s) Published	

**SUBCOMMITTEE REVIEW** (if applicable)

Committee	N/A		
Date Reviewed			
Recommendation	Yes	No	Split

# CITY OF WEST DES MOINES CITY COUNCIL MEETING COMMUNICATION

DATE: February 20, 2018

**ITEM:** Resolution - Order Construction and Notice of Public Hearing on Plans, Specifications, Form of Contract, Estimate of Cost, and Direct Advertisement of Bids – 2018 Concrete Trail Renovation Project

**FINANCIAL IMPACT:** None at this time. The preliminary estimated cost of the project is \$130,008. Project expenses will be paid with budgeted funds in the 2017 Trail Renovation C.I.P. account (0510 067 2017). There is a total of approximately \$263,000 is available in FY 17-18 for both concrete and asphalt trail renovation.

**BACKGROUND:** A Bid Letting should be scheduled for 2:00 p.m. on Wednesday, March 14, 2018, and a Public Hearing on the project scheduled for 5:35 p.m. on Monday, March 19, 2018. The contract would be awarded on Monday, March 19, 2018, and work would begin shortly thereafter. This project is scheduled to be completed by August 2018.

This Resolution is for repair and replacement of portions of existing concrete trail located primarily in the Westtown Parkway area between Interstate 80/35 and Jordan Creek Parkway. There is also a portion along 60<sup>th</sup> Street. The locations are shown on the attached map. The areas being addressed were identified as a higher priority following the inspection of the entire trail system by City staff.


The majority of defects in the existing trail involve spalling and cracking of the concrete trail surface. Defective areas of the trail are being replaced with 6" thick reinforced concrete to help prevent future problems. This will further extend the life of the new trail.

**OUTSTANDING ISSUES:** None.

**RECOMMENDATION:** That the Council approve the Resolution.

**Lead Staff Member:** David Sadler, Superintendent of Parks 

**STAFF REVIEWS**

Department Director	Sally Ortgies, Director of Parks and Recreation 
Appropriations/Finance	Tim Stiles, Finance Director
Legal	Richard Scieszinski, City Attorney
Agenda Acceptance	

**PUBLICATION(S)** (if applicable)

Published In	N/A
Dates(s) Published	

**SUBCOMMITTEE REVIEW** (if applicable)

Committee	N/A		
Date Reviewed			
Recommendation	Yes	No	Split

# City of West Des Moines

## Five Waters Project



Project Design Update - 3/15/18  
David Sadler, Superintendent of Parks

The **Five Waters Project** touches all areas of the city and encompasses major parks, greenways, rivers, lakes, and streams. The first different waters include Jordan Creek, Sugar Creek, Raccoon River, City Campus Pond, and Blue Heron Lake at Raccoon River Park. The major project components include:

1. **Raccoon River Pedestrian Bridge & Great Western Trail Connection** – Iconic bridge over the Raccoon River providing the only pedestrian crossing of the river in West Des Moines east of Interstate 35. Bridge to connect major parks & trail systems and WDM recreation facilities to Walnut Woods State Park and Brown's Woods County Park.

**Status:**

10/16/17 Shive Hattery hired to determine feasibility by performing hydraulic analysis, establish bridge location, permitting process with Army Corp of Eng. & IDNR, determine associated costs, and prepare graphics of possible bridge styles.

11/10/17 SH has requested hydraulic modeling of Raccoon River from IDNR. Staff has met on site with major land owner for GWT connection.

1/18/18 SH received hydraulic info from IDNR and verified that it matches a secondary Flood Insurance Study. Hydraulic concepts underway to determine bridge impacts on floodplain, and feasibility of crossing. Preliminary hydraulic modeling for 'no-rise' in water is requiring significant channel widening and longer bridge (+/- 600') to offset earth embankments needed to get up to the bridge. SH also investigating associated costs which would appear to include 2 piers in river and 3 spans of bridge to cross.

2/15/18 SH continuing to research costs with associated contractors in regards to pedestrian bridge length and access. SH also doing preliminary research on feasibility related to second bridge closer to I35.

3/15/18 Staff met with Department of Natural Resources staff to discuss locating the south end of the bridge in Walnut Woods State Park on State-owned property. SH completed feasibility study and opinion of probable costs for the bridge and are now working on an alignment study for the trail connection to the Great Western Trail. Range of estimated cost for the bridge is \$4,387,393-\$4,603,393. Meeting is scheduled with additional DNR staff and Des Moines Water Works to discuss possibility of a second pedestrian bridge to possibly be located just east of I-35 connecting the Raccoon River Greenway Trail to Purple Martin Lake Water Recreation Area.

2. **Marathon Loop** – 26.2 mile marathon distance trail loop running primarily through greenway corridors. Major portion along Jordan Creek and around Raccoon River Park already complete (approx. 48%). Loop trail will include segments along Jordan Creek, Sugar Creek, and Raccoon River (noted in update below).

**Status:**

10/16/17 Snyder & Associates hired to prepare conceptual trail alignments for Sugar Creek, public engagement, property owner meetings, discussion with Waukees/IDOT, flood plain analysis, and provide rendered plans for the Sugar Creek Greenway. Other portions of Marathon Loop are within Raccoon River Greenway Development. See item 5 (below) for updates on that portion.

11/10/17 Planning for phase 1 completed for REAP grant submittal (grant not funded). Aerial drone service has flown entire project corridor. Concept planning began.

1/18/18 Staff prepared application and applied for Surface Transportation Block Grant (Transportation Alternative Grant) through the Des Moines Area MPO. Grant request \$525,000 for Phase 1 Sugar Creek. Staff met with Planner and Engineer from Snyder & Associates to review preliminary trail alignment plans along Sugar Creek, including proposed locations for pedestrian bridge crossings, channel work, and connections to sidewalks/other intersecting trails.

2/15/18 Staff presented STBG grant application to MPO Funding Committee. Snyder & Associates completed Opinion of Cost (order of magnitude) for entire Sugar Creek Greenway and Trail. Estimated cost at \$4,824,000, with breakdowns per logical segments.

3/15/18 STBG grant was not funded. Webpage has been set up for Sugar Creek Greenway project under Five Waters Project page. Marketing firm is developing video using drone footage.

3. **Raccoon River Park Boathouse & River Access** – Facility for boat/bike rentals and river trail/land trail portage and shuttle service hub with improved access between the Raccoon River and 232 acre Blue Heron Lake.

**Status:**

9/18/17 OPN Architects with Confluence Landscape Architects hired to study 3 site locations, collaborate with staff to determine programming, preparation of preliminary site plan, estimate of costs, and marketing graphics.

11/10/17 Consultant team visited 3 locations. Prepared site analysis for each site, reviewed flood information, and compiled images of potential boat houses. Park Board to review and discuss at November meeting.

1/18/18 Location in Raccoon River Park has been selected. Consultant team prepared initial program, building footprint and site layout plan for review. Staff reviewed and provided initial comment. Staff again recently met with consultant team to review revisions and final schematic design.

2/15/18 Consultant team completed Site Plan, Schematic Design, and associated Cost Estimate. Cost in line with original estimate of \$2.2 million. Architect also completed a 3 dimensional fly-through video, which is currently being used for marketing of 5 Waters and LOSST.

3/15/18 All contracted work is complete. Funding is budgeted in FY 18-19 for design development and construction documents.

4. **Civic Campus Amphitheater** – Provide unique space for public performances and private rentals with a pond backdrop.

**Status:**

7/10/17 Confluence hired for site survey, schematic design/design development, and sound study/noise mitigation options. This will also include public engagement and determining programming options.

11/10/17 Topographic survey complete. Public meeting #1 held with residents living within ½ mile of site, public meeting #2 held with general & special interest groups, and meeting #3 held with city staff across department boundaries.

1/18/18 The consultant team presented one concept, and staff pointed out many issues and ultimately decided as unacceptable. The consultant was then instructed to go back and review program, and develop further concepts for review.

2/15/18 Consultant team took a step back and assembled precedent images of other amphitheaters, potential material combinations, and prepared three additional concepts. Staff reviewed concepts and still not favorable. Staff currently evaluating consultant team to determine best course of action to get this project moving in right direction.

3/15/18 Lead consultant has brought a new architect on to team. Two planning meetings have been held with new architect with a third being scheduled for week of March 19 to review initial concepts.

5. **Raccoon River Greenway Development** – Implementation of the Greater Des Moines Water Trails & Greenways Plan providing river access and water trails. Project also including feasibility of adventure park, and tiny house campground/cabin rentals.

**Status:**

10/2/17 Genus Landscape Architects hired for planning, cost estimating, stakeholder and public input for the greenway between 1<sup>st</sup> Street on the east to the Sugar Creek on the west.

11/10/17 City staff has made initial contact with property all owners along the corridor to introduce project and request property access. Consultant to perform on site review, inventory and analysis during the week of 11/13. Aerial drone service has flown entire project corridor.

1/18/18 Consultant completed on site review, inventory and analysis. The preliminary trail alignment and alternatives have been determined. Potential site that could accommodate adventure park, tiny house cabins, single track trail and other passive recreation activities has been identified.

2/15/18 Staff met with representatives of Iowa Department of Natural Resources and Friends of Walnut Woods to review preliminary ideas related to greenway, and potential connections to state managed facilities (Walnut Woods and Purple Martin Lake). Also discussed potential second bridge. Conversation was very favorable.

3/15/18 Staff is in process of meeting with individual property owners. Meeting is also scheduled with a consultant that may be able to assist with a feasibility/market study for an outdoor adventure park.

**Marketing** – To provide marketing services related to the Five Waters Project.

**Status:**

1/18/18 Following RFP process, (9) proposals were received. Staff and Park Board Representative reviewed and rated proposals in December, followed by interviewing (2) finalists. The firm of Red Dot located in Valley Junction was selected to provide the marking services. Staff and Board Rep met with Red Dot in late December to discuss scope of services, process, and schedule. The 'Creative Brief' was then prepared outlining the final assignment, goals, targets, key messages, deliverables, and timeline. Staff and Board Rep met again with Red Dot in early January to review Five Waters Brand Platform and Logo concepts.

2/15/18 Red Dot and staff refine and land on final Five Waters Logo. Red Dot completes tri-fold marketing brochure outlining 5 Waters projects and associated graphics. Red Dot also prepares LOSST handout and assists staff with preparing Power Point to be used for presentations. Staff and Board members have begun presentation process. Red Dot now currently preparing Social Media strategy and working with staff to execute. In addition, staff Communications Specialist also completes FAQ and a variety of LOSST information is now available on City's website and other means of distribution.

3/15/18 All presentations complete. Five Waters Project webpages all updated on City's website. Red Dot working on videos of Raccoon River Greenway and Sugar Creek Greenway using drone footage. Once complete, videos will be added to website. All project components individually highlighted on Parks & Recreation Facebook/Twitter pages with highest reach ever for a single post – over 10,000 for Marathon Loop Trail.