

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

**5:30 p.m.
Thursday, October 18, 2018
City Hall – City Council Chambers
4200 Mills Civic Parkway**

- 1. Call to Order / Approval of Agenda**
- 2. Citizen Forum**
- 3. Approval of Minutes of September 20, 2018 Meeting**
- 4. Old Business**
 - A. Discussion – FY 19-20 Parks Capital Improvement Program Budget Request
- 5. New Business**
 - A. Motion – Approval of Recommendation to City Council – Reallocation of FY18-19 Parks Capital Improvement Program Funds
- 6. Staff Reports**
 - A. Superintendent of Parks
 - B. Superintendent of Recreation
 - C. Director of Parks & Recreation
- 7. Other Matters**
- 8. Receive, File and/or Refer**
 - A. City Council Communications

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.

**WEST DES MOINES PARKS AND RECREATION ADVISORY BOARD PROCEEDINGS
Thursday, September 20, 2018**

The meeting of the West Des Moines Parks and Recreation Advisory Board was called to order on Thursday, September 20, 2018 at 5:31 p.m. by presiding 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 | X |

| | | | | | |
|----------------|--|---|--|--|--|
| Staff | Sally Ortgies <i>Director of Parks & Recreation</i> | Dave Sadler <i>Superintendent of Parks</i> | Ryan Penning <i>Superintendent of Rec</i> | Anna Bodensteiner <i>Administrative Secretary</i> | |
| Present | X | X | X | X | |

| | | | | | |
|----------------|--|--|--|--|--|
| Council | Russ Trimble <i>Council Liaison</i> | | | | |
| Present | | | | | |

On Item 1. Approval of Agenda

Hrdlicka moved to approve the agenda as presented. Swalwell seconded. Motion carried, 4 yes.

On Item 2. Citizen Forum

Scotty Thomas, resident of 3781 EP True Parkway, West Des Moines, IA 50265 was present. Thomas explained his desire for a bicycle path closer to his business on EP True Parkway. Thomas also offered to buy or lease the City park property so he could add volleyball courts along with concessions. Ortgies responded that there are many utility easements in the area which has limited what can be done on the site. Ortgies also suggested that the topic be referred to the Facilities Committee for their review. Thomas inquired as to what his next step would be and Ortgies responded that the staff would be in contact once the Facilities Committee as discussed. Sadler added that the extended parking lot in the area went through the site planning process with Development Service and a process such as this does take time. He also noted that there were concerns expressed by the adjacent residents about development of the site.

On Item 3. Approval of Minutes of May 17, 2018 Meeting

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

On Item 4. Old Business

No items.

On Item 5. New Business

A. Presentation – Comprehensive Plan Update – Development Services

Lynn Twedt, director of Development Services, presented the Comprehensive Plan update. Twedt also added that every City has a Comprehensive Plan as required by State law. Ortgies shared that the Park Board is a group of stakeholders and the Board’s feedback will be important.

B. Discussion – FY 19-20 Parks Capital Improvement Plan

Ortgies shared a draft planning document with the Board that included projects funded in FY18-19 and potential projects for a FY19-20 request. Ortgies informed the Board that if there are any projects that are not on the list the Board can email and ask for them to be added. The Facilities Committee will be meeting in the near future to develop a recommendation to the full Board.

Sewell inquired when this would be presented to Council. Ortgies explained that the Park Board needs to approve a recommendation to Council no later than the November Park Board meeting. Schebel asked when the budget workshop will be held and Ortgies stated that it is typically held on the last Saturday in January.

Staff Reports**On Item 6A. Superintendent of Parks**

Sadler updated the Board on current construction projects that are on-going or completed. The park shelter and restroom renovations are almost complete. Valley View Park is under construction with lighted sand volleyball courts, shelter and restroom being installed. Florer Park also received some updates this summer, including a new shelter. Woodland Hills Park improvements are nearly complete. There are various projects out to bid right now which are listed in the City Council Communications under 8A in the packet. Three new neighborhood parks are expected to be under construction in the spring of 2019. Controlled bow hunting has started with 14 hunters that are eligible to start hunting on October 1st. Swalwell asked what the criteria was for hosting a private bow hunting zone. Ortgies stated that there are distance restrictions on the controlled bow hunting zones on private property and owners must be willing to allow the hunting. Sadler finished by adding that the winterization process will begin soon in parks. Swalwell inquired about the removal of ash trees. Ortgies shared that Public Services is predominantly responsible for this program and the City is still treating the majority of ash trees on public property. Sewell asked what the requirement was for the water to be shut off in the parks. Sadler informed Swalwell that the process starts when the night time temperatures fall below freezing, even if the day time temperatures are still plenty warm.

On Item 6B. Superintendent of Recreation

Penning shared that 300 softball teams played this summer at Raccoon River Park. Both Aquatic Centers were fully staffed at the beginning of the season. The season ended August 19th and there were 76,000 people who visited the Aquatic Centers. Penning shared that the temperatures were unique this year and rain amounts were high. Penning shared that painting and play structure replacement will occur at Valley View Aquatic Center. Penning mentioned that Illumifest is this Saturday, September 22 and invited the Board to attend. Sewell inquired about the positive lifeguard staffing situation this summer and Penning responded that Mark Brewick, Aquatic Center Supervisor, did a great job with the efforts to obtain enough lifeguards for the season, including paying for training and increasing the hourly wage.

On Item 7C. Director of Parks and Recreation

Ortgies shared that the Grand Avenue trail was approved by the City Council to stay on the west side of Grand Avenue as originally planned. Ortgies shared that the Council is not going to condemn the property needed to complete the trail, so there will be a gap in the trail until the homeowner becomes willing to sell. Ortgies shared that staff met with a gentlemen who is interested in improving the disc golf course in Southwoods Park. Sewell added that it was nice to hear that a citizen is interested in the disc golf course. Ortgies shared that our Citizen Survey results came in at 94% of residents being satisfied with their quality of life. The number of people who had visited a park went from 83% in 2016 to 87% in 2018. Ortgies added that 89% of our residents are satisfied with the parks and recreation facilities that the City offers.

On Item 7. Other Matters

No items.

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

- June 11, 2018: Motion – Approval of License Agreement – Des Moines Bicycle Collective BCycle Bike Share.
- June 11, 2018: Resolution – Accept Work – Holiday Aquatic Center Play Structure Refurbishment.
- June 11, 2018: Resolution – Accept Work – Holiday and Valley View Aquatic Center Slide Structure Refurbishment.
- June 11, 2018: Resolution – Accept Work – Valley View and Holiday Aquatic Centers VFD Replacements.
- June 11, 2018: Resolution – Accept Work – Raccoon River Park Portable Toilet Enclosures & Picnic Shelter.
- June 11, 2018: Public Hearing – Valley View Park Shelter, Restroom, and Volleyball Courts. 1. Resolution – Approval of Plans and Specifications. 2. Motion – Receive and File Report of Bids. 3. Resolution – Approve Contract.
- July 9, 2018: Resolution – Order Construction and Notice of Public Hearing on Plans, Specifications, Form of Contract, Estimate of Cost, and Direct Advertisement of Bids – Florer Park Site Improvements.
- July 9, 2018: Resolution – Accept Work – Fairmeadows Park Water Quality Improvements
- July 9, 2018: Motion – Approval of Professional Services Agreement – Pearson Park North Pedestrian Bridge Replacement.
- August 6, 2018: Motion – Approval of Change Order #2 – Woodland Hills Park Tennis and Basketball Courts.
- August 6, 2018: Resolution – Hearing regarding the acquisition of property and establishment of just Compensation for the construction of the Grand Avenue Trail – Jordan Creek to Fuller – Project No. 0510-045-2016. Continued from the June 11, 2018 City Council meeting.
- August 20, 2018: Motion – Approval of Professional Services Agreement – Hidden Point Park Construction Documents.
- August 20, 2018: Resolution – Approval of West Des Moines Deer Management Zone – 1715 SE Walnut Woods Drive.
- August 20, 2018: Resolution – Approval of West Des Moines Deer Management Zone – 2220 South 92nd Street.
- August 20, 2018: Resolution – Resolution approving alignment and directing City staff regarding the acquisition of property and the establishment of just compensation for the construction of the Grand Avenue Trail – Jordan Creek to Fuller – Project No. 0510-045-2016. Continued from the August 6, 2018 City Council meeting.
- September 4, 2018: Motion – Approval of Professional Services Agreement – Raccoon River Park Boathouse, Design Development through Construction Documents.
- September 4, 2018: Order Construction and Notice of Public Hearing on Plans, Specifications, Form of Contract, Estimate of Cost, and Direct Advertisement of Bids – Raccoon River Park Softball Complex, Drainage and Dugout Repairs.
- September 4, 2018: Motion – Approval of Contract Agreement – Valley View Aquatic Center Lazy River Repainting.

On Item 8B: Update on Five Waters Design Update:

Sadler postponed the update to the workshop following the meeting.

Hrdlicka moved to adjourn. Swalwell seconded. Motion carried, 4 yes. Meeting adjourned at 6:32 p.m.

Respectfully submitted,

Anna Bodensteiner
Secretary

ATTEST:

Aaron Sewell
Advisory Board Secretary

**WEST DES MOINES PARKS AND RECREATION ADVISORY BOARD PROCEEDINGS
Thursday, September 20, 2018**

The workshop of the West Des Moines Parks and Recreation Advisory Board was called to order on Thursday, September 20, 2018 at 6:40p.m. by Heather Schebel.

| | | | | | |
|-------------------|-----------------|---------------|-----------------|--------------|----------------------------|
| Commission | Heather Schebel | Rick Swalwell | Forrest Ridgway | Aaron Sewell | Joe Hrdlicka |
| Present | X | X | | X | X – conference call |

| | | | | | |
|----------------|--|--|---|--|--|
| Staff | Sally Ortgies <i>Director of Parks & Recreation</i> | David Sadler <i>Superintendent of Parks</i> | Ryan Penning <i>Superintendent of Recreation</i> | Anna Bodensteiner <i>Administrative Secretary</i> | |
| Present | X | X | X | X | |

| | | | | | |
|----------------|--|--|--|--|--|
| Council | Russ Trimble <i>Council Liaison</i> | | | | |
| Present | | | | | |

On Item 1. Discussion – Possible Local Option Sales and Service Tax Election

Ortgies shared that on March 5, 2019 there will likely be a West Des Moines Local Option Sales Tax election. Better polling, more specific plans for what projects will be funded first, and a stronger outreach are items that will be improved upon. Hrdlicka added that he would like to see more Library involvement in this next round of educating citizens about the vote. Swalwell stated that it was important the Council understand how significant the various projects which are in the works could be to the future of the City. Hrdlicka indicated that he would start setting up meetings with Council members in the near future. Ortgies stated that independent polling will be done to help better determine the areas supported by residents. Swalwell inquired if a third party organization could manage the next LOSST election. Ortgies and Hrdlicka favored the idea, but both agreed that raising the private funding for such an effort would be difficult.

On Item 2. Foundation/Friends Group

The WestParks Foundation was recognized as a 501 (c)3 in 1994. The Foundation currently has one director, Ralph Selzer. The West Des Moines Community Foundation was established in 2008 and their mission is to preserve and improve the quality of life in West Des Moines by engaging others in philanthropic support and services. Donations from Microsoft are currently being held by the Community Foundation of Greater Des Moines. These donations have been used for the design of the Amphitheater and Dallas County trail maintenance. Ortgies and the Board members discussed whether or not there was interest in starting a new Friends group, or to look further into utilizing the WestParks Foundation’s 501(c)3 that is already established. Discussion focused on determining first what the status of the WestParks Foundation is before any other Friends groups are considered. Swalwell volunteered to assist Ortgies in the establishment of a Friends group.

On Item 3. Five Waters Project Update

Ortgies gave an update on all of the projects.

Amphitheater: Site plan approval process is in progress. Ortgies thanked Ridgway and Sewell for attending the neighborhood meeting held on September 13. Most of the concerns voiced during the meeting were centered on noise. Swalwell asked if there was anything that could be done about Valley

Stadium’s noise levels. Ortgies responded that the school district has taken some steps to lessen the impact. She had suggested that concerned residents bring their feedback to the school board. Public hearings on the site plan will take place this fall, and the Amphitheater’s operating budget will be finalized in FY 19-20.

Boathouse: Council approved a contract with OPN Architects for the completion of construction documents. There will be a design kick off meeting on October 4. Sadler submitted a REAP Grant application for \$200,000 on August 15. Additional funding is being shown in the Parks CIP request for FY 19-20.

Marathon Loop: Land needed for the loop will be acquired through park land dedication as timing of development allows. Trail construction is on hold until the Wastewater Reclamation Authority can complete a streambank stabilization project along Sugar Creek.

Raccoon River Greenway: The focus is currently on land between Raccoon River Park and Highway 28. Staff are currently working on setting up a meeting with property owners to discuss donation/acquisition. There are also plans to submit a REAP grant in 2019 for land acquisition.

Raccoon River Pedestrian Bridge & Great Western Trail Connection: Shive-Hattery has prepared final conceptual plans. Staff is planning to review the Great Western Trail report in detail and decide on the best route option(s).

On Item 4. Central Iowa Sports Complex & Event Center Project Update

Ortgies shared some conceptual plans for the complex. The complex will include ice hockey rinks, indoor and outdoor soccer fields, indoor basketball courts, locker rooms, and various kinds of meeting space along with many other amenities. Schebel inquired as to whether or not the complex was going to rely on money from a passing LOSST vote. Ortgies responded no. Ortgies added that the Complex could provide much needed facility space for several parks and recreation programs. Discussion between the members of the Board included who would operate the Complex and if it would be the City or a third party organization. Council approved future assistance of \$14.4 million in bonds at the August 20 Council meeting.

On Item 5. Other Matters.

None.

Sewell moved to adjourn. Swalwell seconded. Motion carried. Workshop adjourned at 8:15 p.m.

Respectfully submitted,

Anna Bodensteiner
Administrative Secretary

ATTEST: _____

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

DATE: October 18, 2018


ITEM: Discussion – FY 19-20 Capital Improvement Program

FINANCIAL IMPACT: None at this time.

SYNOPSIS: The Board will be asked to consider the Capital Improvement Program (CIP) budget for the next two fiscal years with a focus on FY 19-20. A draft list is attached showing a preliminary staff recommendation based upon initial input from the Facilities Committee. The Facilities Committee will be meeting again prior to the Board's November meeting to finalize the list. Staff will continue to update some of the costs and work on a final recommendation to be approved at the November Board meeting.

BACKGROUND:

RECOMMENDATION: That the Board discuss the preliminary staff recommendation.

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

**Parks & Recreation
Capital Improvement Program
Draft Planning Document**

10/11/2018

O=General Fund-Cash Reserves; GO=GO Bonds; RUT=Road Use Tax; P=Private Donation; CTF=Cemetery Trust Fund; SW=Stormwater Fund
LOST=Local Option Sales Tax

| FY 18-19 - FUNDED | | | | | |
|-------------------|--|---|------|----|------------------|
| Priority | Parks | | | | |
| 1 | Community Park | Payment #2 of 5 per agreement | O | \$ | 356,250 |
| 2 | Amphitheater (Five Waters) | Construction documents & construction | P | \$ | 1,432,000 |
| 3 | Holiday Park Girls Softball | Infield replacement (matching GSB funding) | GO | \$ | 50,000 |
| 4 | American Legion Park | Tennis court lighting upgrade (LED) | GO | \$ | 100,000 |
| 5 | Kiwanis Park | Shelter replacement | GO | \$ | 80,000 |
| 6 | Raccoon River Park | Softball complex drainage, electrical and dugout repairs | GO | \$ | 150,000 |
| 7 | Raccoon River Park | East entrance trail renovation | GO | \$ | 70,000 |
| 8 | Whisper Point Park | Playground and sidewalks (parking lot to be covered by Parkland Dedication) | GO | \$ | 196,000 |
| 9 | Hidden Point Park | Playground, sidewalks, and parking lot | GO | \$ | 292,000 |
| 10 | Valley View Park | Central site grading, utilities & north roadway - design dev. and const. docs | GO | \$ | 300,000 |
| 11 | Raccoon River Park (Five Waters) | Boathouse & parking - design development and construction docs | LOST | \$ | 200,000 |
| 12 | Raccoon River Park | Lighting upgrade plan | GO | \$ | 60,000 |
| 13 | Various Locations | Site furniture | O | \$ | 20,000 |
| 14 | Various Locations | BAC bike racks | O | \$ | 10,000 |
| 15 | Various Locations | Park signage | O | \$ | 150,000 |
| 16 | Trails | Valley Junction trail connection construction | GO | \$ | 400,000 |
| 17 | Raccoon River Ped Bridge (Five Waters) | Ped bridge - design development and construction documents | LOST | \$ | 300,000 |
| 18 | Sugar Creek Greenway Trail (Five Waters) | Phase 1 - design and construction | LOST | \$ | 525,000 |
| 19 | Jordan Creek Greenway | Info hub drinking fountain/bottle filler | O | \$ | 15,000 |
| | | | P | \$ | 5,000 |
| | Totals by Funding Source | | O | \$ | 551,250 |
| | | | GO | \$ | 1,698,000 |
| | | | LOST | \$ | 1,025,000 |
| | | | P | \$ | 1,437,000 |
| | Parks Total | | | \$ | 4,711,250 |
| | Ongoing Maintenance | | | | |
| | Trail Renovation | Trail repair, underpass lighting upgrades, & bridge repairs | O | \$ | 250,000 |
| | Court Renovation | Next courts | O | \$ | 125,000 |
| | Concrete Pavement Renovation | Preventative maintenance & repair of concrete pavement | O | \$ | 60,000 |
| | Ongoing Maintenance Total | | | \$ | 435,000 |

*Plus \$300,000 from Woodland Hills Greenway Trail

FY 19-20 - PROPOSED

| Parks | | | | |
|----------------------------------|--|------|----|-----------|
| Community Park | Payment #3 of 5 per agreement | O | \$ | 346,708 |
| Amphitheater (Five Waters) | Remainder after private donations | GO | \$ | 300,000 |
| Holiday Park Girls Softball | "Loan" until matching private donations are made | O | \$ | 250,000 |
| Holiday Park Girls Softball | Infields (2) replacement | GO | \$ | 100,000 |
| Holiday Park Baseball | Signage and Dumpster Enclosure | GO | \$ | 100,000 |
| Raccoon River Park (Five Waters) | Signage | GO | \$ | 100,000 |
| | Boathouse & Parking - Construction/Construction Admin | LOST | \$ | 1,017,000 |
| | | G | \$ | 83,000 |
| | | GO | \$ | 1,100,000 |
| Whisper Point Park | Restroom, court, overlook, trails (2 shelters provided by parkland dedication) | GO | \$ | 200,000 |
| Hidden Point Park | Shelter, Restroom, BB court, trails and overlook | GO | \$ | 300,000 |
| Southwoods Park | Disc Golf Improvements and Single Track Trail | GO | \$ | 100,000 |
| Various | Site furniture | O | \$ | 30,000 |
| Various | Park signage | O | \$ | 300,000 |
| Valley View Park | Central site grading, utilities, & north roadway construction | GO | \$ | 1,300,000 |
| Raccoon River Greenway | Land Acquisition | O | \$ | 200,000 |
| American Legion Park | Replace skate facility | G | \$ | 200,000 |
| Crossroads Park | Tennis court reconstruction | GO | \$ | 300,000 |
| Jordan Creek Trail | Feasibility Study - Trail Realignment-39th to 50th | GO | \$ | 500,000 |
| | | O | \$ | 30,000 |
| | | O | \$ | 1,156,708 |
| | | GO | \$ | 4,400,000 |
| | | LOST | \$ | 1,017,000 |
| | | P | \$ | - |
| | | G | \$ | 83,000 |
| | | | \$ | 6,656,708 |
| Parks Total | | | | |

| Ongoing Maintenance | | | | |
|-------------------------------------|--|---|----|---------|
| Trail Renovation | Trail repair & bridge repairs (Levee trail) | O | \$ | 250,000 |
| Court Renovation | Next courts | O | \$ | 125,000 |
| Concrete Pavement Renovation | Preventative maintenance & repair of concrete pavement | O | \$ | 70,000 |
| | | O | \$ | 445,000 |
| Ongoing Maintenance Subtotal | | | | |

FY 20-21 - POTENTIAL

| Parks | | | | |
|---|---|------|----|-----------|
| Community Park | Payment #4 of 5 per agreement | O | \$ | 337,165 |
| Holiday Park Baseball Field Improvements | Baseball Phase 6 - Fields 3 & 4 Design/Construction** | GO | \$ | 758,000 |
| Raccoon River East Ped Bridge (Five Waters) | Construction (1/2 construction) | LOST | \$ | 1,000,000 |
| Sugar Creek Greenway Trail (Five Waters) | Phase 2 - design and construction | GO | \$ | 1,500,000 |
| Scenic Valley Park | Tennis court or dedicated pickleball | GO | \$ | 955,000 |
| Wild Rose Park | Tennis court or dedicated pickleball | GO | \$ | 160,000 |
| Peony Park | Play equipment replacement | GO | \$ | 160,000 |
| Willow Springs Park | Play equipment replacement | GO | \$ | 200,000 |
| Scenic Valley Park | Play equipment replacement | GO | \$ | 200,000 |
| Trails | Windsor Heights trail connection | GO | \$ | 200,000 |

| | | | | |
|-----------------------------|--------------------------------|----|----|---------|
| Raccoon River Park | Lighting upgrade | GO | \$ | 350,000 |
| Holiday Park Girls Softball | Softball field improvements | GO | \$ | 100,000 |
| Fairmeadows Park | Bocci ball court and sidewalks | GO | \$ | 50,000 |
| Crossroads Park | Tennis court lighting | GO | \$ | 300,000 |

**Cost does not include any costs associated with the design, demolition, or construction of parks maintenance facility site

| Future Projects (FY 21-22/22-23/23-24) | | | | | FY (Est.) |
|---|--|--|----|-------------------|-----------|
| Five Waters | | | | | |
| | Great Western Trail Connection | | \$ | 1,000,000 | 22-23 |
| | Sugar Creek Greenway Trail-Phase 3 | | \$ | 900,000 | 21-22 |
| | Sugar Creek Greenway Trail-Phase 4 | | \$ | 900,000 | 22-23 |
| | Sugar Creek Greenway Trail-Phase 5 | | \$ | 900,000 | 23-24 |
| | Raccoon River Greenway | | \$ | 2,000,000 | 21-22 |
| | Raccoon River East Ped Bridge (1/2 construction) | | \$ | 2,500,000 | 21-22 |
| | Raccoon River West Ped Bridge (1/2 construction) | | \$ | 3,500,000 | 23-24 |
| Ashawa Park | Play equipment replacement | | \$ | 200,000 | 22-23 |
| Crossroads Park | Play equipment replacement | | \$ | 210,000 | 22-23 |
| | Parking lot reconstruction | | \$ | 350,000 | 21-22 |
| Holiday Park | Baseball Phase 7 - Parking Improvements** | | \$ | 533,000 | 21-22 |
| Jaycee Park | Play equipment replacement | | \$ | 200,000 | 22-23 |
| Kiwanis Park | Play equipment replacement | | \$ | 200,000 | 22-23 |
| Raccoon River Park | Sprayground and ship structure demo | | \$ | 50,000 | 22-23 |
| | Play equipment replacement | | \$ | 500,000 | 22-23 |
| Valley View Park | Play equipment replacement - softball complex | | \$ | 200,000 | 21-22 |
| | South roadway & trail | | \$ | 1,900,000 | 21-22 |
| Trails | Next north phases | | \$ | 5,000,000 | |
| Scenic Valley Park | Windsor Heights trail connection | | \$ | 200,000 | 21-22 |
| Citywide | SW trail reconstruction | | \$ | 100,000 | 21-22 |
| Wild Rose Park | Landscaping | | \$ | 50,000 | 21-22 |
| Land Acquisition | Play equipment replacement | | \$ | 200,000 | 22-23 |
| | Community park - south of river - payment #5 | | \$ | 327,623 | 21-22 |
| Total | | | \$ | 21,920,623 | |
| Future Projects (Beyond 5 Years) | | | | | |
| Five Waters | | | | | |
| | Marathon Loop-Future Phases | | \$ | 11,475,000 | |
| | Raccoon River Greenway | | \$ | 2,000,000 | |
| | Raccoon River West Ped Bridge | | \$ | 3,500,000 | |
| | Play equipment replacement | | \$ | 210,000 | 31-32 |
| American Legion Park | Trail | | \$ | 40,000 | |
| Brookview Park | Play equipment replacement | | \$ | 150,000 | 28-29 |
| | Outdoor classroom | | \$ | 40,000 | |
| Crossroads Park | Shelter/restroom replacement | | \$ | 400,000 | 24-25 |
| | Lions shelter replacement | | \$ | 50,000 | |
| Fairmeadows Park | Sidewalk from parking to softball field | | \$ | 20,000 | |
| Holiday Park | Shelter/restroom replacement | | \$ | 250,000 | 26-27 |
| | Softball complex improvements | | \$ | 1,500,000 | |
| | Aquatic center upgrade | | \$ | 1,000,000 | |
| | Shelter/entrance feature | | \$ | 315,000 | |

| | | | |
|-------------------------|--|-------|----------------------|
| | Parks shop yard renovation | | \$ 500,000 |
| Huston Cemetery | Replacement of fencing/sidewalk access | | \$ 55,000 |
| Huston Ridge Park | Play equipment replacement | | \$ 150,000 |
| Jaycee Park | Shelter/restroom replacement | 31-32 | \$ 250,000 |
| Knolls Park | Play equipment replacement | 26-27 | \$ 200,000 |
| | Shelters | 31-32 | \$ 40,000 |
| Maple Grove Park | Play equipment replacement | | \$ 200,000 |
| Meadowview Park | Play equipment replacement | 28-29 | \$ 200,000 |
| | Shelter/restroom replacement | 24-25 | \$ 250,000 |
| | Parking lot | 26-27 | \$ 150,000 |
| | Loop trail | | \$ 185,000 |
| Pearson Park | Play equipment replacement | | \$ 200,000 |
| | South bridge replacement | 30-31 | \$ 150,000 |
| Quail Cove Park | Play equipment replacement | | \$ 200,000 |
| Raccoon River Park | Beach building | 25-26 | \$ 720,000 |
| | Court sports area - BB & VB courts/restrooms/shelter | | \$ 1,050,000 |
| | Dog park improvements - shelter/waste tank/water | | \$ 90,000 |
| | Dog park trail - around outside of fence | | \$ 105,000 |
| | Dog water training area | | \$ 55,000 |
| | East entrance pavement | | \$ 1,000,000 |
| | Erosion control | | \$ 250,000 |
| | Habitat restoration | | \$ 155,000 |
| | Parking lots - new parking | | \$ 340,000 |
| | Peninsula development | | \$ 160,000 |
| | Shelters | | \$ 450,000 |
| | Signage | | \$ 42,000 |
| | Soccer playground | | \$ 170,000 |
| | SB complex limestone seatwall | | \$ 40,000 |
| Southwoods Park | SB complex maintenance access paving/parking lot | | \$ 200,000 |
| Valley View Park | Open air shelter | | \$ 140,000 |
| | Ice Rink | | \$ 5,500,000 |
| | Future | | \$ 10,000,000 |
| | Aquatic center enhancement | | \$ 1,000,000 |
| Wilson Park | Play equipment replacement | 24-25 | \$ 200,000 |
| | Shelter replacement | 25-26 | \$ 200,000 |
| Woodland Hills Park | Play equipment replacement | 33-34 | \$ 200,000 |
| Land Acquisition | Sports complex | | \$ 6,400,000 |
| | Mini-park - Commerce | | \$ 105,000 |
| Trails | Woodland Hills Greenway | | \$ 1,000,000 |
| Recreational Facilities | Community recreation center | | \$ 30,000,000 |
| | Inflatable dome sports fields | | \$ 3,000,000 |
| Various Parks | Landscaping | | \$ 50,000 |
| | Site furniture | 22-23 | \$ 30,000 |
| | Neighborhood park skate facilities | 23-24 | \$ 200,000 |
| | | | \$ |
| | Total Future Projects | | \$ 86,532,000 |

*Play equipment replacement based on 18 year lifespan

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

DATE: October 18, 2018

ITEM: Motion – Approval of Recommendation to City Council – Reallocation of FY18-19 Parks Capital Improvement Funds

FINANCIAL IMPACT: No additional expense.

SYNOPSIS: An application was submitted in August to the Iowa Department of Natural Resources for funding through the Resources and Enhancements Program (REAP). The grant request was for the maximum of \$200,000 for the Raccoon River Park Boathouse project. Staff was recently notified that the project ranked high enough to receive partial funding in the amount of approximately \$83,411. The total cost of the Boathouse project is estimated to be \$2,200,000.

In order to take advantage of this funding opportunity, the Board is asked to consider the reallocation of funds budgeted in the FY18-19 Parks CIP. The budget included LOST funding in the total amount of \$1,025,000 for three projects. Staff is proposing that this entire amount be directed towards the Boathouse project. This reallocation is detailed below:

| Project | Funding Source | Original FY18-19 Budget | Amended FY18-19 Budget |
|--|----------------|-------------------------|------------------------|
| Raccoon River Park Boathouse | LOST | \$200,000 | \$1,225,000 |
| Sugar Creek Greenway Trail – Phase 1 | LOST | \$525,000 | \$0 |
| Raccoon River Pedestrian Bridge Design | LOST | \$300,000 | \$0 |
| Grand Avenue Trail (Cost-savings) | GO | \$488,000 | \$288,000 |

The Sugar Creek Greenway Trail is currently on-hold until streambank restoration work can be completed by the Wastewater Reclamation Authority (WRA). It is highly unlikely that any activity will occur on the trail project in FY 18-19. Since LOST did not pass in Polk County, any funding for the Raccoon River Pedestrian Bridge construction is at least two years out, if not longer. For that reason, it is not critical to complete the design of the bridge this year. The design for the Boathouse project is already well underway, and Dallas County LOST funds were projected to be used to begin construction of the project in FY19-20. By reallocating funds in FY18-19, it will allow for the acceptance of the REAP grant funds and will jumpstart the Boathouse construction.

BACKGROUND:

RECOMMENDATION: That the Board approve the recommendation to City Council to reallocate FY18-19 Parks CIP funds.

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

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

DATE: October 1, 2018

ITEM: Resolution - Order Construction and Notice of Public Hearing on Plans, Specifications, Form of Contract, Estimate of Cost, and Direct Advertisement of Bids – Grand Avenue Trail, Fuller Road to Jordan Creek


FINANCIAL IMPACT: None at this time. The preliminary estimated cost of the project is \$245,949. Project expenses will be paid with budgeted funds in the Grand Avenue Trail, North of Fuller C.I.P. account (Project 0510 045 2016; G/L 500.000.000.5250.490). There is approximately \$488,000 available for these improvements.

BACKGROUND: A Bid Letting should be scheduled for 2:00 p.m. on Wednesday, October 24, 2018, and a Public Hearing on the project scheduled for 5:35 p.m. on Monday, October 29, 2018. The contract would be awarded on Monday, October 29, 2018, and work would begin shortly thereafter. This project should be underway this fall with final completion in spring 2019.


This Resolution is for the construction of 10' wide concrete trail within the street right-of-way of Grand Avenue between Fuller Road and connecting to the existing 4' sidewalk crossing the bridge over Jordan Creek. Project to include traffic control, excavation, storm sewer & utility adjustments, pavement removals, 6" reinforced concrete trail, new driveway approach, erosion control and site restoration.

OUTSTANDING ISSUES: None.

RECOMMENDATION: That the Council approve the Resolution.

Lead Staff Member: David Sadler, Superintendent of Parks 

STAFF REVIEWS

| | |
|------------------------|--|
| Department Director | Sally Orgies, 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)

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|----------------|-----|----|-------|
| Committee | N/A | | |
| Date Reviewed | | | |
| Recommendation | Yes | No | Split |

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

DATE: October 1, 2018

ITEM: 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 Water Play Structure Replacement

FINANCIAL IMPACT: None at this time. The preliminary estimated cost of the project is \$230,000. Project expenses will be paid from budgeted funds in the Valley View Park Aquatic Center SCS Play Structure Refurbishment CIP project (0510 090 2017). There is \$270,000 available in this project account.


BACKGROUND: This project will replace the existing water play structure at Valley View Aquatic Center with a new water play structure. The project involves removal of the existing play structure, replacement of concrete pool basin under new structure, installation of new water play structure and associated work.

OUTSTANDING ISSUES: None.

RECOMMENDATION: That the Council approve the Resolution.

Lead Staff Member: Ryan Penning, Superintendent of Recreation

STAFF REVIEWS

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| Department Director |  |
| Appropriations/Finance | |
| Legal | |
| Agenda Acceptance | |

PUBLICATION(S) (if applicable)

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| Published In | N/A |
| Dates(s) Published | |

SUBCOMMITTEE REVIEW (if applicable)

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| Committee | N/A | | |
| Date Reviewed | | | |
| Recommendation | Yes | No | Split |

CITY OF WEST DES MOINES CITY COUNCIL MEETING COMMUNICATION

DATE: October 1, 2018

- ITEM:** Public Hearing – Raccoon River Park Softball Complex, Drainage and Dugout Repairs
1. Resolution – Approval of Plans and Specifications
 2. Motion – Receive and File Report of Bids
 3. Resolution – Approve Contract

FINANCIAL IMPACT: Total expense of \$89,387.00. There is a total budget of \$150,000 available for this project. The project will be paid with budgeted CIP funds from G/L account 500.000.000.5250.490. Funding will be covered out of available funds in the FY 17-18 CIP from the Raccoon River Park (Project No. 0525 004.0510 031 2018).

BACKGROUND: The Council is asked to approve the plans and specifications for the Raccoon River Park Softball Complex, Drainage and Dugout Repairs and to receive and file the report of bids that is attached. Two (2) bids were received for the project with the lowest responsible base bid submitted by Minturn, Inc. of Brooklyn, Iowa. The opinion of probable cost for the project was \$92,915.90.


This Resolution is for repair of portions of existing concrete footings in dugouts, and drainage improvements between fields at the softball complex. In addition, project to include additional material on the warning tracks and other minor concrete repairs. These project types were combined due to similar types of construction. Electrical improvements to the wiring on field lighting are also included within this budget. But as this is a completely different type of work, these improvements will be handled under a separate contract.

OUTSTANDING ISSUES: None.

RECOMMENDATION: That the Council hold the public hearing and pass the resolution to approve the plans and specifications, move to receive and file the report of bids, and award the contract for the Raccoon River Park Softball Complex, Drainage and Dugout Repairs in the amount of \$89,387.00.

Lead Staff Member: David Sadler, Superintendent of Parks 

STAFF REVIEWS

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|------------------------|---|
| 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 | Des Moines Register |
| Dates(s) Published | September 21, 2018 |

SUBCOMMITTEE REVIEW (if applicable)

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| Committee | N/A | | |
| Date Reviewed | | | |
| Recommendation | Yes | No | Split |

CITY OF WEST DES MOINES CITY COUNCIL MEETING COMMUNICATION

DATE: October 15, 2018

ITEM: Resolution – Approval of Memorandum of Understanding – West Des Moines Water Works, Holiday Park Well House Buildings

FINANCIAL IMPACT: Approximate expense of \$10,000 to \$15,000 to be included in the FY 19-20 City Facilities CIP budget request.

BACKGROUND: West Des Moines Water Works recently constructed a new deep well in Holiday Park. As part of that project two existing wells were capped and abandoned. Water Works has offered the two buildings that housed the now abandoned wells to the City for use as storage. The Parks and Recreation Department would like to utilize these buildings for cold storage, one for Holiday Park Girls Softball and the other for Holiday Park Baseball. The City's Facilities Manager evaluated the buildings and determined that they are structurally sound, but will need some minor improvements in the future including exterior & interior painting, roof repairs, door replacement, and installation of interior storage shelving.

OUTSTANDING ISSUES: None

RECOMMENDATION: That the Council approve the Resolution.

Lead Staff Member: David Sadler, Superintendent of Parks 

STAFF REVIEWS

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

PUBLICATION(S) (if applicable)

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| Published In | N/A |
| Dates(s) Published | |

SUBCOMMITTEE REVIEW (if applicable)

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| Committee | N/A | | |
| Date Reviewed | | | |
| Recommendation | Yes | No | Split |

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

DATE: October 15, 2018

ITEM: Motion – Approval of Change Order #2 – Holiday Park Parking Lot Repairs

FINANCIAL IMPACT: Additional expense of \$10,016.10 to be paid from available funds in the Concrete Renovations project in the Parks CIP (G/L 500.000.000.5250.490, Project No. 0510 069 2017).


BACKGROUND: This project is substantially complete, and Change Order #2 is to adjust for final quantities. The schedule for this contract was split into spring and fall construction to coincide with seasonal activities at Holiday Park. When the contractor came back for the fall repairs, additional pavement deficiencies were found along the park drive that could be repaired while the contractor was on site. There is funding available for these additional services. The original contract amount was \$91,685.00 with one previous change order for \$4,750.00. The total of this change order is \$10,016.10 resulting in a revised contract amount of \$106,451.10.

OUTSTANDING ISSUES: None

RECOMMENDATION: That the Council approve the change order.

Lead Staff Member: David Sadler, Superintendent of Parks 

STAFF REVIEWS

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

PUBLICATION(S) (if applicable)

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| Published In | N/A |
| Dates(s) Published | |

SUBCOMMITTEE REVIEW (if applicable)

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| Committee | N/A | | |
| Date Reviewed | | | |
| Recommendation | Yes | No | Split |

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

DATE: October 15, 2018

ITEM: Motion – Approval of Change Order #2 – Valley View Park Shelter, Restroom, and Volleyball Courts

FINANCIAL IMPACT: Additional expense of \$27,975.07 to be paid from available funds in the Valley View Park Shelter & Restroom Facility project in the Parks CIP (G/L 500.000.000.5250.490, Project No. 0525 033-0510 086 2017).


BACKGROUND: Prior to bidding, the consultant's project estimate was over the budget amount for this project. To bring the estimate in line with budget, several concrete pavement areas were removed from the bid documents. As the project bid then came in under budget, staff is recommending adding these pavement areas back into the project. Included are a sidewalk connection out to the existing trail along 88th Street, a connection to the apartments to the south, and an additional seating area along the east side of the volleyball courts. There is funding available for this additional work. The original contract amount was \$729,530.00 with one previous change order of \$284.59. The total of Change Order #2 is \$27,975.07, and would result in a final contract amount of \$757,789.66.

OUTSTANDING ISSUES: None

RECOMMENDATION: That the Council approve the change order.

Lead Staff Member: David Sadler, Superintendent of Parks 

STAFF REVIEWS

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

PUBLICATION(S) (if applicable)

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|--------------------|-----|
| Published In | N/A |
| Dates(s) Published | |

SUBCOMMITTEE REVIEW (if applicable)

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| Committee | N/A | | |
| Date Reviewed | | | |
| Recommendation | Yes | No | Split |