

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

**5:30 p.m.
Thursday, April 18, 2019
City Hall – City Council Chambers
4200 Mills Civic Parkway**

- 1. Call to Order / Approval of Agenda**
- 2. Citizen Forum**
- 3. Approval of Minutes of March 21, 2019 Meeting**
- 4. Old Business**
- 5. New Business**
 - A. Annual Reports:
 1. West Des Moines Girls Softball Association
 2. West Des Moines Soccer Club
 3. SportsPlex West
 - B. Motion – Approval of Administrative Policy – Park Facility Food Truck Policy
- 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, March 21, 2019

The meeting of the West Des Moines Parks and Recreation Advisory Board was called to order on Thursday, March 21, 2019 at 5:41 p.m. by presiding Vice-Chair Sewell.

Commission	Heather Schebel <i>Chair</i>	Joe Hrdlicka <i>Secretary</i>	Forrest Ridgway	Rick Swalwell	Aaron Sewell <i>Vice-Chair</i>
Present		X	X	X	X
Staff	Sally Ortgies <i>Director of Parks & Recreation</i>	Dave Sadler <i>Superintendent of Parks</i>	Ryan Penning <i>Superintendent of Recreation</i>	Anna Bodensteiner <i>Administrative Secretary</i>	Tom Hadden <i>City Manager</i>
Present	X	X	X	X	
Council	Russ Trimble <i>Council Liaison</i>				
Present					

On Item 1. Approval of Agenda

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

On Item 2. Citizen Forum

No items.

On Item 3. Approval of Minutes of January 17, 2019 Meeting

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

On Item 4. Old Business

No Items.

On Item 5. New Business

A. Annual Reports

a. Des Moines Rugby Foundation

Jody Ricci of 1441 47th Street Des Moines, IA 50311 is the Rugby Foundation's treasurer and he shared information regarding the Rugby Foundation's previous year. Hrdlicka asked Ricci how the new parking lot on 39th Street has worked out for the group. Ricci replied it seems like it's working out very well, and it's been very convenient to have that additional parking space. Sewell asked how the growth of Rugby was going in the local area and Ricci replied very well, and they are looking to continue to keep adding players.

b. Cricket League of Iowa

Adarsh Eppili of 4140 NW 163rd Circle Clive, IA 50325 is the vice president of the Heartland Cricket League and he shared information about the league's previous year. Eppili shared that a highlight has been the addition of many more teams to the league, and adding on kids coaching and summer camps. Ortgies asked Eppili about the tournament at Valley View Field that wasn't formally scheduled from the previous year. Ortgies also reminded Eppili that the league needs to reserve and provide payment for

their use of the cricket pitch at Valley View Park. Eppili added that this year is the last year for the league's lease at Holiday Park and they are very interested in renewing.

Staff Reports

On Item 6A. Superintendent of Parks

Sadler is out of the office. Ortgies shared there are three neighborhood parks currently in process. Ortgies added that the contract for Hidden Point Park was awarded, and the bid came in under budget. Ridgway asked if there were certain items that were under budget, and Ortgies responded it was a mix of items, not just one. Ortgies shared that the Dog Park has re-opened after the flooding at Raccoon River Park from the previous week.

On Item 6B. Superintendent of Recreation

Penning shared that non-resident registration opened last Tuesday while resident registration opened on March 5. Hiring of seasonal staff is in full swing with 76 lifeguards having applied while last year at this time there were only 57. Penning gladly shared that the Department will have a recreation intern this summer. Penning shared that last Thursday and Friday himself, Ortgies, and Deputy City Manager Jamie Letzring went to tour two recreation centers in Minnesota. Penning stated that it was very helpful to see how similar operations to the proposed RecPlex function on a day to day basis. Ortgies added that it's becoming more clear that the new RecPlex facility will be managed by the Parks and Recreation Department. Sewell inquired as to how the sand volleyball leagues were filling up, Penning shared that people are registering, but registration doesn't close until mid-April so staff expects it to pick up.

On Item 6C. Director of Parks and Recreation

Ortgies shared an update on the Friends of the Parks and Recreation Group. There is a list of 14 people on the Board of the Friend's Group. Hrdlicka shared that he was contacted by a member that was willing to be the treasurer of the group if they were needed. The Facility Committee met last week and went over an extensive agenda. The committee discussed the park signage plans and the potential for a new parking lot in Meadowview Park. The Facility Committee also discussed a Food Truck Policy as requests by food truck operators are becoming more frequent. Ortgies shared that the committee also spoke about the disc golf course improvements at Southwoods Park. Ridgway added that the footprint of the park would not change much and the cost is not that much more to increase the course to 18 holes. Ortgies shared that staff have contacted a consultant who Marco Alvarez met while attending the Bike Summit. This consultant has experience with single track planning, which could be helpful for the planning of the trail in Southwoods Park. Ortgies shared that she and Penning met with the Iowa Premier Cricket League. The league didn't reserve any field time last year, but they did play. Penning reached out to IPL in February of this year and reminded them of the Valley View Field reservation fees. Penning shared that the Heartland Cricket League's usage agreement at Holiday Park is ending. Hrdlicka asked why Heartland doesn't pay to play. Ortgies responded that up until five years ago they were the only cricket league in West Des Moines and the field at Wilson Park is in a detention area, there is almost no parking, and it's not at the same level as the facilities at Valley View Park. Penning shared that he wants to try to get the two leagues to share Wilson Park as first choice, and if they need additional space then Valley View Park could be used. Ortgies updated the Board on the railroad bridge feasibility study. Ortgies shared the railroad has very little interest in the project. Ortgies shared that the consultant estimated that moving the old bridge would cost an estimated \$1.5 million dollars, and that the entire project was projected to cost more than building a new bridge.

On Item 7. Other Matters

Hrdlicka congratulated staff on the LOSST election outcome. Ortgies shared that one of the first priorities for the City is to get the new firefighters and police officers hired on. Ortgies did share that the private Amphitheater donor from the Seattle area has chosen to take a different path, and will not be making a cash donation to the amphitheater.

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

- February 4, 2019: Motion – Approval of Concession Agreement – Raccoon River Park Softball Complex, Valley View Aquatic Center and Holiday Park Aquatic Center.
- February 4, 2019: Motion – Approval of Grant Agreement – Iowa DNR Wildlife Diversity Small Management Grant.
- February 4, 2019: Motion – Approval of Professional Services Agreement – American Legion Park Tennis Court Lighting Improvements.
- February 4, 2019: Motion – Approval of Professional Services Agreement – Valley View Park Central Site Grading, Utilities and North Roadway.
- February 4, 2019: Motion – Approval of Agreement – Park Security Services
- February 19, 2019: Motion – Approval of Professional Services Agreement – Holiday Park Signage Construction Documents.
- February 19, 2019: Motion – Approval of Professional Services Agreement – Raccoon River Park Lighting Upgrade Study
- February 19, 2019: Resolution - Order Construction and Notice of Public Hearing on Plans, Specifications, Form of Contract, Estimate of Cost, and Direct Advertisement of Bids – Hidden Point Park Improvements.
- March 18, 2019: Public Hearing – Hidden Point Park Improvements 1. Resolution – approval of plans and specifications. 2. Motion – Receive and file report of bids. 3. Resolution – Approve Contract
- March 18, 2019: Resolution – Order Construction and Notice of Public Hearing on Plans, Specifications, Form of Contract, Estimate of Cost, and Direct Advertisement of Bids – Pinedale Park Improvements.
- March 18, 2019: Resolution - Order Construction and Notice of Public Hearing on Plans, Specifications, Form of Contract, Estimate of Cost, and Direct Advertisement of Bids – Neighborhood Park Signage.

Ridgway moved to adjourn. Hrdlicka seconded. Motion carried, 4 yes. Meeting adjourned at 6:40 p.m.

Respectfully submitted,

Anna Bodensteiner
Secretary

ATTEST:

Joe Hrdlicka
Advisory Board Secretary

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

DATE: April 18, 2019

- ITEM:** Presentation – Annual Report:
1. West Des Moines Girls Softball Association
 2. West Des Moines Soccer Club
 3. SportsPlex West – Holiday Baseball

FINANCIAL IMPACT: None.

SYNOPSIS: The above groups will be presenting their annual reports to the Board at Thursday's meeting. The organizations have been asked to present on topics such as: number of participants, growth trends, financial outlook of the club/organization and future projects.

BACKGROUND:

RECOMMENDATION: No action is necessary.

Prepared by: Ryan Penning, Superintendent of Recreation RP
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 COMMITTEE
MEETING COMMUNICATION**

DATE: April 18, 2019

ITEM: Motion – Approval of Administrative Policy – Park Facility Food Truck Policy

FINANCIAL IMPACT: None

SYNOPSIS: The Board is asked to review and consider a new policy related to the use of food trucks within city parks.

BACKGROUND: There has been a steady increase in the popularity and use of food trucks in the community. Along with this trend, staff is seeing an increase in requests for the use of food trucks in public parks. The requests have come primarily for Raccoon River Park but are now also being requested in other park locations. This has led to the need for a more formal policy.

Up to this point, an informal policy has allowed food trucks in parks if they are tied to a special event, and hired by the event organizers to provide food only to their patrons. Staff would like to formalize this policy, with added detail to guide the process moving forward. The policy was reviewed by the Facilities Committee on March 14, 2019.

RECOMMENDATION: That the Board review and approve the new policy.

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



Park Facility Food Truck Policy

4200 Mills Civic Parkway, West Des Moines, IA 50265
Administration Office: 515-222-3444

Food trucks will only be allowed in City of West Des Moines parks under the following conditions.

For an approved permitted special event:

1. Food trucks can support the special event and sell food to the special event participants only. No food sales may occur to the general public. Food sales can only take place after obtaining the appropriate food truck license from the City Clerk's office.

For private events with a paid park shelter rental:

1. Food trucks cannot sell food directly to the event participants or general public under any circumstance.
2. Food trucks will be considered as caterers being hired and paid by the event organizer.
3. Organizer must notify the Parks and Recreation Department that a food truck will be present during the shelter rental. Notification must occur at least 48 hours prior to the shelter rental date.
4. In this situation, no food truck license is required since the food truck is operating as a caterer.

Conditions that apply to ALL:

- Food trucks will only be allowed on paved parking areas. No parking will be allowed on any grass area at any time.
- Food trucks must be self-contained, and the City will not provide connections to site utilities such as water, electric or sanitary sewer.
- Food trucks must abide by all other applicable City rules and ordinances.

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

DATE: April 1, 2019

ITEM: Resolution - Order Construction and Notice of Public Hearing on Plans, Specifications, Form of Contract, Estimate of Cost, and Direct Advertisement of Bids – Whisper Point Park Improvements

FINANCIAL IMPACT: None at this time. The preliminary estimated cost of the project is \$695,490, with one add alternate estimated at \$37,620. Expenses to be paid from G/L account 500.000.000.5250.490. Funding will be covered out of FY 17-18, 18-19 and 19-20 CIP allocated to Whisper Point Park (Project No. 0525 063-0510 038 2018). There is a total of approximately \$725,000 available for the construction of this project.

BACKGROUND: A Bid Letting should be scheduled for 2:00 p.m. on Wednesday, April 24, 2019, and a Public Hearing on the project scheduled for 5:35 p.m. on Monday, May 6, 2019. The contract would be awarded on Monday, May 6, 2019, and work would begin shortly thereafter. This project is scheduled to be completed in the fall of 2019.


This resolution is for the construction of multiple improvements at Whisper Point Park located at 9125 Bridgewood Boulevard. The project includes overall grading of the park site and installation of site utilities, construction of a restroom facility, shelter footings, playground equipment & surfacing, concrete sidewalks & trails, stormwater & water quality improvements, site restoration and other miscellaneous items. One add alternate is being bid which includes the construction of a concrete trail extension and a viewing deck located within an existing stand of large trees. Two small shelters and the parking lot will be constructed as part of parkland dedication requirements for area developments, and are not part of this contract.

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 CITY COUNCIL MEETING COMMUNICATION

DATE: April 15, 2019

ITEM: Resolution - Order Construction and Notice of Public Hearing on Plans, Specifications, Form of Contract, Estimate of Cost, and Direct Advertisement of Bids – 2019 Concrete Trail Renovation

FINANCIAL IMPACT: None at this time. The preliminary estimated cost of the project is \$144,880. Expenses to be paid from G/L account 500.000.000.5250.490. Funding will be covered out of budgeted funds in the 2018 Trail Renovation C.I.P. account (Project No. 0510 035 2018).

BACKGROUND: A Bid Letting should be scheduled for 2:00 p.m. on Wednesday, May 1, 2019, and a Public Hearing on the project scheduled for 5:35 p.m. on Monday, May 6, 2019. The contract would be awarded on Monday, May 6, 2019, and work would begin shortly thereafter. This project is scheduled to be completed by fall of 2019.

This Resolution is for repair and replacement of portions of existing concrete trail located primarily along S. 50th Street (Wistful Vista to Grand Avenue) and Mills Civic Parkway (I35 to Waterford Drive). 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 Orgies, Director of Parks and Recreation <i>So by DS</i>
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: April 15, 2019

ITEM: Resolution - Order Construction and Notice of Public Hearing on Plans, Specifications, Form of Contract, Estimate of Cost, and Direct Advertisement of Bids – Kiwanis Park Shelter

FINANCIAL IMPACT: None at this time. The preliminary estimated cost of the project is \$78,112. Expenses to be paid from G/L account 500.000.000.5250.490. Funding will be covered out of FY 18-19 CIP allocated to Kiwanis Park Shelter Replacement (Project No. 0525 030-0510 027 2018). There is a total of \$80,000 available for the construction of this project.

BACKGROUND: A Bid Letting should be scheduled for 2:00 p.m. on Wednesday, May 1, 2019, and a Public Hearing on the project scheduled for 5:35 p.m. on Monday, May 6, 2019. The contract would be awarded on Monday, May 6, 2019, and work would begin shortly thereafter. This project is scheduled to be completed by the fall of 2019.

This resolution is for the replacement of the existing wood gazebo in Kiwanis Park which is now well over 20 years old, and replacement with new hexagon metal shelter structure. The project would include shelter removal & disposal, removal of surrounding concrete & landscaping, supply & installation of a new shelter, new sidewalk paving, site restoration and other miscellaneous items. Project also includes an add alternate bid item for a segment of decorative fence along Maple Street. This fence would provide some additional separation between the playground and the street.

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 <i>So by DS</i>
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: April 15, 2019

ITEM: Motion – Approval of Change Order #2 – Raccoon River Park Softball Complex Drainage and Dugout Repairs

FINANCIAL IMPACT: Additional expense of \$9,970.00 to be paid from available funds in the Raccoon River Park CIP (G/L 500.000.000.5250.490, Project No. 0525 004.0510 031 2018).

BACKGROUND: This project was substantially complete last fall with final restoration this spring. Change Order #2 is for additional restoration items including improvements to the rock border around existing electrical transformers, installing new rock border around irrigation pump, and additional grading and sodding within the commons area. There is funding available for these additional services. The original contract amount was \$89,387.00 with one previous approved change order for \$7,699.75. This change order will result in a revised contract amount of \$107,056.75.

OUTSTANDING ISSUES: None

RECOMMENDATION: That the Council approve the change order.

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

STAFF REVIEWS

Department Director	Sally Ortgies, Director of Parks and Recreation <i>SO by DS</i>
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: April 15, 2019

ITEM: Resolution - Order Construction and Notice of Public Hearing on Plans, Specifications, Form of Contract, Estimate of Cost, and Direct Advertisement of Bids – American Legion Park Tennis Court Lighting Improvements

FINANCIAL IMPACT: None at this time. The preliminary estimated cost of the project is \$65,000. Expenses to be paid from G/L account 500.000.000.5250.490. Funding will be covered out of FY 18-19 CIP allocated to American Legion Park (Project No. 0525 022-0510 028 2018). There is a total of \$100,000 available for the construction of this project.

BACKGROUND: A Bid Letting should be scheduled for 2:00 p.m. on Wednesday, May 1, 2019, and a Public Hearing on the project scheduled for 5:35 p.m. on Monday, May 6, 2019. The contract would be awarded on Monday, May 6, 2019, and work would begin shortly thereafter. This project is scheduled to be completed by July.

This resolution is for the replacement of the lights located on the tennis courts at American Legion Park. The project would include the removal of the existing wood poles and old metal halide lighting, and installation of new poles and LED sports lighting.

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 <i>SO by DS</i>
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: April 15, 2019

- ITEM:** Public Hearing – Pinedale Park Improvements
1. Resolution – Approval of Plans and Specifications
 2. Motion – Receive and File Report of Bids
 3. Resolution – Approve Contract

FINANCIAL IMPACT: Total contract amount of \$321,820.00. There is a total budget of \$344,000 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 Pinedale Park (Project No. 0525 057-0510 084 2017).

BACKGROUND: The Council is asked to approve the plans and specifications for the Pinedale Park Improvements project 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 Concrete Connection LLC of Johnston, Iowa. The opinion of probable cost for the project was \$325,143.

This resolution is for the construction of multiple improvements at Pinedale Park located at 3375 Woodland Avenue. The project will include the demolition of the existing asphalt courts, overall grading of the park site, installation of a shelter, playground equipment & surfacing, basketball court, concrete sidewalk connection, stormwater improvements, site restoration and other miscellaneous items. Two add alternates were bid including a water quality component (step pool stormwater conveyance system) located along the existing parking lot, with a second add alternate to replace seeding with sodding of the site. Staff is recommending that both alternates be rejected.

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 Pinedale Park Improvements in the amount of \$321,820.00.

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

STAFF REVIEWS

Department Director	Sally Ortgies, Director of Parks and Recreation <i>SO by DS</i>
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	April 5, 2019

SUBCOMMITTEE REVIEW (if applicable)

Committee	N/A		
Date Reviewed			
Recommendation	Yes	No	Split

CITY OF WEST DES MOINES CITY COUNCIL MEETING COMMUNICATION

DATE: April 15, 2019

- ITEM:** Public Hearing – Neighborhood Park Signage – City Initiated:
1. Resolution – Approval of Plans and Specifications
 2. Motion – Receive and File Report of Bids
 3. Motion – Defer Award of Contract

FINANCIAL IMPACT: Not known at this time.

BACKGROUND: Bids were received for the Neighborhood Park Signage project on April 10, 2019. Eight contractors submitted bids, and the lowest bids were substantially lower than the estimate prepared by the project consultant, Shive Hattery. The lowest responsible bid of \$248,421.00 was received from Hilton Displays, LLC from Greenville, South Carolina. The total project estimate was \$447,150.00. There is \$450,000 available in City funds for this project. Due to the low bid number, an out of state contractor and no past experience with this contractor, staff is recommending deferral of contract award to allow time to check references and have additional conversations with this contractor.

The Council is asked to hold the public hearing on the plans, specifications, estimate of cost, and form of contract, approve the resolution adopting the same, and receive and file the report of bids. Staff requests that the Council defer action on the award of contract until the May 6, 2019 meeting. This will allow time for the consultant and staff to make an informed recommendation. A copy of the bid tabulation is attached for your information.

OUTSTANDING ISSUES: No outstanding issues other than those already described above.

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 move to defer the award of contract for three weeks until next Council meeting.

Lead Staff Member: David Sadler, Superintendent of Parks 

STAFF REVIEWS

Department Director	Sally Ortgies, Director of Parks and Recreation	<i>SO by DS</i>
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	April 5, 2019

SUBCOMMITTEE REVIEW (if applicable)

Committee	N/A		
Date Reviewed			
Recommendation	Yes	No	Split