

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

**5:30 p.m.
Thursday, September 17, 2020**

Due to the State Public Health Emergency Declaration regarding COVID-19, this meeting will be conducted electronically pursuant to Iowa Code 21.8 and the Proclamation of Governor Kim Reynolds dated March 19, 2020. Members of the public wishing to participate in this meeting are encouraged to do so telephonically, by calling: 515-207-8241, Enter Conference ID: 787 169 703#

- 1. Call to Order / Approval of Agenda**
- 2. Citizen Forum**
- 3. Approval of Minutes of July 16, 2020 Meeting**
- 4. Old Business**
- 5. New Business**
 - A. Motion – Approval of Special Deer Management Zone – Raccoon River Greenway
 - B. Discussion – FY 21-22 Parks Capital Improvement Program
- 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, July 16, 2020

This meeting was held electronically because of the State Public Health Emergency Declaration regarding Covid-19 and will be conducted pursuant to Iowa Code 21.8 and the Proclamation of Governor Kim Reynolds dated March 19, 2020.

The meeting of the West Des Moines Parks and Recreation Advisory Board was called to order on Thursday, July 16, 2020, at 5:36 p.m. by presiding Chair Schebel.

Commission	Heather Schebel <i>Chair</i>	Joe Hrdlicka <i>Secretary</i>	Jim Miller	Rick Swalwell	Aaron Sewell <i>Vice-Chair</i>
Present	X	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>	Miranda Kurtt <i>Secretary</i>	
Present	X	X	X	X	
Council	Russ Trimble <i>Council Liaison</i>				
Present	X				

On Item 1. Call to Order/Approval of Agenda

Hrdlicka moved to approve the agenda as presented. Swalwell seconded. Motion carried unanimously.

On Item 2. Citizen Forum

No items were presented.

On Item 3. Approval of Minutes June 18, 2020, Meeting

Swalwell moved to approve the minutes as presented. Hrdlicka seconded. Motion carried unanimously.

On Item 4. Old Business

None reported.

On Item 5. New Business

A. Motion – Approval of Recommendation to City Council – Revisions to City Code –
 Title 7-Public Ways and Property, Chapter 11-Park Regulations

Ortgies stated that the Facilities Committee met on July 15 to discuss the revisions to the Park Regulations. The first change is to clarify the difference between a “city park” and “parks and recreation facilities” that may or may not be in a park and identify the rules and regulations that apply to each. The next item relates to alcohol consumption being governed by a policy related to the type of facility and providing flexibility to determine what alcohol is allowed in parks and recreation facilities. The current regulation of alcohol in city parks is beer up to 16 ounces in cans only. The change would allow alcoholic beverages with less than 15% alcohol by volume within individual cans up to 16 ounces. The next item addressed is overnight parking that has been occurring in park parking lots by specifically prohibiting it unless authorized by Parks and Recreation. Trimble wanted clarification on overnight parking. Ortgies stated that this regulation is directed towards habitual offenders. Sadler stated that American Security documents when a vehicle is left in a parking lot for multiple nights. The last item is to specifically include Raccoon River Park hours which are different from all other city parks. Swalwell questioned if the RecPlex will have a concession area. Penning stated that the plan is serve various food options and alcohol

sales based on the time of day and specific events. The Boathouse will not be serving alcohol and is geared towards pre-packaged items. The Board had a discussion regarding where people could consume alcohol near the Boathouse and in boats. Ortgies stated that the Boathouse concessionaire has a rule prohibiting alcohol in any boat rented from them. Staff will develop an alcohol policy for the Boathouse itself. Miller questioned what are classified as parks and recreation facilities verses city parks. The following are parks and recreation facilities governed by their own Alcohol Policies: Raccoon River Nature Lodge, Valley Junction Activity Center, Jamie Hurd Amphitheater, Raccoon River Park Softball Complex, Holiday Park Baseball Complex, MidAmerican Energy Company RecPlex, and Raccoon River Park Boathouse.

Sewell moved to approve the Recommendation to City Council – Revisions to City Code – Title 7- Public Ways and Property, Chapter 11-Park Regulations. Hrdlicka seconded. Motion carried unanimously.

B. Motion – Approval of Recommendation to City Council – Concession Agreement – Holiday Park Baseball Complex – Ballpark Concessions

Ortgies stated that Ballpark Concessions serves as a sub-contractor providing concessions at the Holiday Park Baseball Complex for SportsPlex West. Although not providing concessions operations for the City, an agreement is needed because Ballpark Concessions is operating out of a City building. The agreement has been approved on an annual basis. Staff is proposing to extend the length of the agreement to coincide with SportsPlex West’s agreement with the City

Miller moved to approve the Recommendation to City Council – Concession Agreement – Holiday Park Baseball Complex – Ballpark Concessions. Swalwell seconded. Motion carried unanimously.

Staff Reports

On Item 6A. Superintendent of Parks

Sadler stated the Boathouse is substantially complete but is not open yet due to issues with the fire alarm system. Penning stated the fire alarm inspection passed today; however, emergency lights are not working, and the fire department will not issue temporary occupancy until this is resolved. Ortgies stated the opening event scheduled on Friday, July 24, may need to be delayed if these issues cannot be resolved quickly. The Jamie Hurd Amphitheater completion date is the beginning of September. The contract for the Veteran’s Parkway Median Enhancements will be awarded at the Council meeting on Monday, July 20. The Legion Skatepark construction is set to begin within the next week. The Sugar Creek Trail is out for bid as is the updating of lighting in Raccoon River Park. A consultant will be hired to design the 3-Meter diving platform at Valley View Aquatics Center. The Fox Creek Greenway Trail is in the design stage. The Levee Trail is substantially complete, however, there is some premature cracking that needs to be repaired.

On Item 6B. Superintendent of Recreation

Penning stated the first session of swimming lessons had 88 participants, with the same number registered for the second session. The department received positive parent feedback from the current swimming session. Holiday Park Baseball and Raccoon River Park Softball Complexes have been holding tournaments. There are numerous steps the department is taking regarding COVID-19 procedures including: only using 7 out of 11 fields at Holiday Park, staggering game start times at Raccoon River Park, signage for social distancing, and implementing restrictions on the use of tents. A security guard has been hired by the tournament organizer to enforce social distancing rules. The West Des Moines Girls Softball Association is still working on a fundraising plan for their own practice facility and discussions are taking place regarding the usage of the RecPlex. The Flatland Triathlon was

held on Sunday, July 12, at Raccoon River Park. The EMS, Police, and Penning were impressed with how the organization incorporated COVID-19 precautions.

On Item 6C. Director of Parks and Recreation

Ortgies stated the recruitment for the Secretary position is in progress. The RecPlex Operations Coordinator position will be posted soon.

On Item 7. Other Matters

Hrdlicka stated that the Great Western Trail is in bad condition, especially in Warren County. Trimble stated he will have a discussion with Doug Schull in Warren County.

Hrdlicka brought up the topic of “Graffiti Art” on the I-35 Interstate bridge over Jordan Creek. Ortgies stated that there is a fine line between graffiti and “art” and will bring this topic to the Public Arts Advisory Commission for discussion.

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

July 6, 2020: Resolution – Order Construction and Notice of Public Hearing on Plans, Specifications, Form of Contract, Estimate of Cost, and Direct Advertisement of Bids – Sugar Creek Greenway Trail Phase 1

July 6, 2020: Resolution – Order Construction and Notice of Public Hearing on Plans, Specifications, Form of Contract, Estimate of Cost, and Direct Advertisement of Bids – Raccoon River Park Exterior Lighting Improvements

July 6, 2020: Motion – Approval of Agreement – Chartered Bus Services – Busco Inc. (dba Arrow Stage Lines)

Hrdlicka moved to adjourn. Swalwell seconded. Motion carried unanimously. Meeting adjourned at 6:43 p.m.

Respectfully submitted,

Miranda Kurtt
Administrative Secretary

ATTEST:

Joe Hrdlicka
Advisory Board Secretary

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

DATE: September 17, 2020

ITEM: Motion – Approval of Recommendation to City Council – Establishment of Deer Management Zone – 104 S. 1st Street

FINANCIAL IMPACT: None.


SYNOPSIS: The City’s hunting ordinance (Title 5, Chapter 2, Section 30, “Hunting”) allows for the City Council to designate West Des Moines Deer Management Zones (WDMDMZ) on public and private property within the city limits. Hunting within these zones must take place in accordance with all regulations established in Section C of the hunting ordinance.

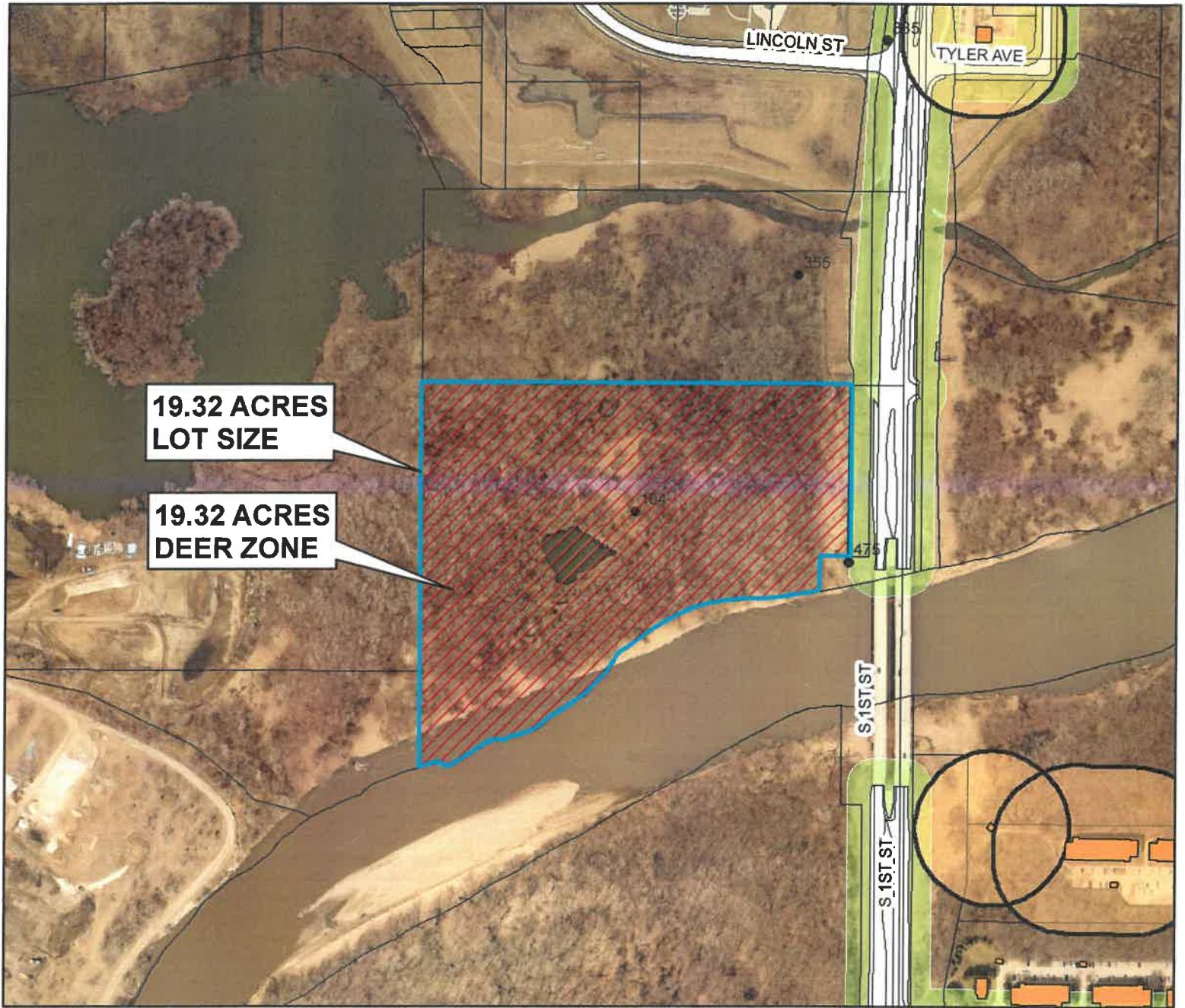
Due to the large number of deer along the Raccoon River with several connection points into residential neighborhoods, staff is recommending that a new WDMDMZ be established in a section of publicly owned land along the Raccoon River. The proposed area is a parcel recently acquired by the City of West Des Moines which will ultimately be utilized for additional recreational purposes. See attached map for specific location.

This item will be discussed by the Facilities Committee at a meeting prior to Thursday’s Board meeting. The Committee will bring a recommendation to the full Board. Pending recommendation by the Facilities Committee, and if approved by the Board, this item will be taken to the City Council for consideration in November. If approved by Council, hunting would begin this year at the beginning of the second hunting season starting on December 1st. Staff would propose that the hunting season for this parcel be the same as the current zones in Raccoon River Park and Southwoods Park. Hunting would begin on October 1 each year and run through the end of the season as designated by the Iowa Department of Natural Resources. The end of the 2020-2021 season would be January 24, 2021.

BACKGROUND: A copy of the 2019-2020 Polk County Controlled Bowhunt Report is attached for your information.

RECOMMENDATION: That the Board approve the recommendation of the Facilities Committee.

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

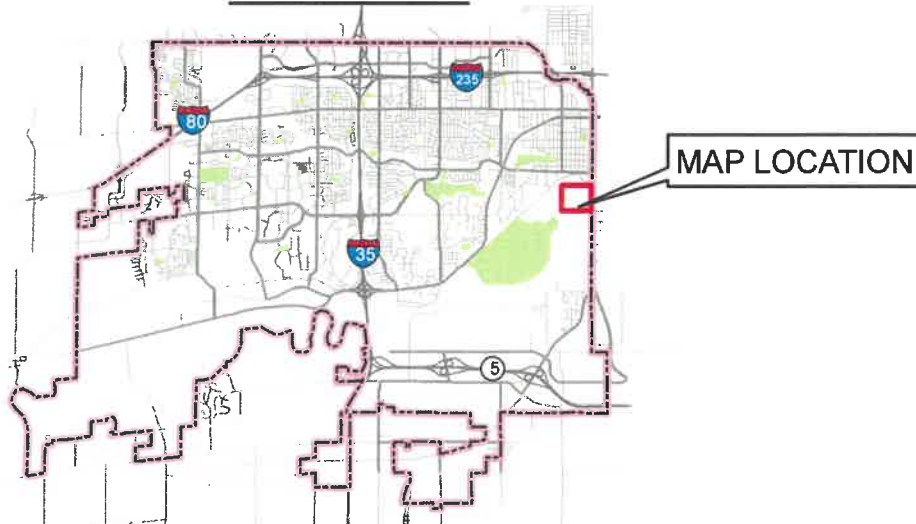


**19.32 ACRES
LOT SIZE**

**19.32 ACRES
DEER ZONE**

VICINITY MAP

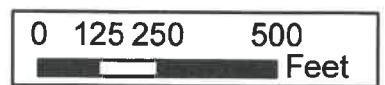
*2018 Polk County Aerial



MAP LOCATION

Legend

- Existing Building
- 200' Building Setback
- Existing Street
- 75' Road Setback
- Identified Parcel
- Potential Deer Management Zone



Polk County Controlled Bow-Hunt 2019-2020 Deer Report



Executive Summary
Post Season Reports
Aerial Survey Results
Bow-Hunt Administrators
Advisory Organizations

Compiled by the
Polk County Deer Task Force

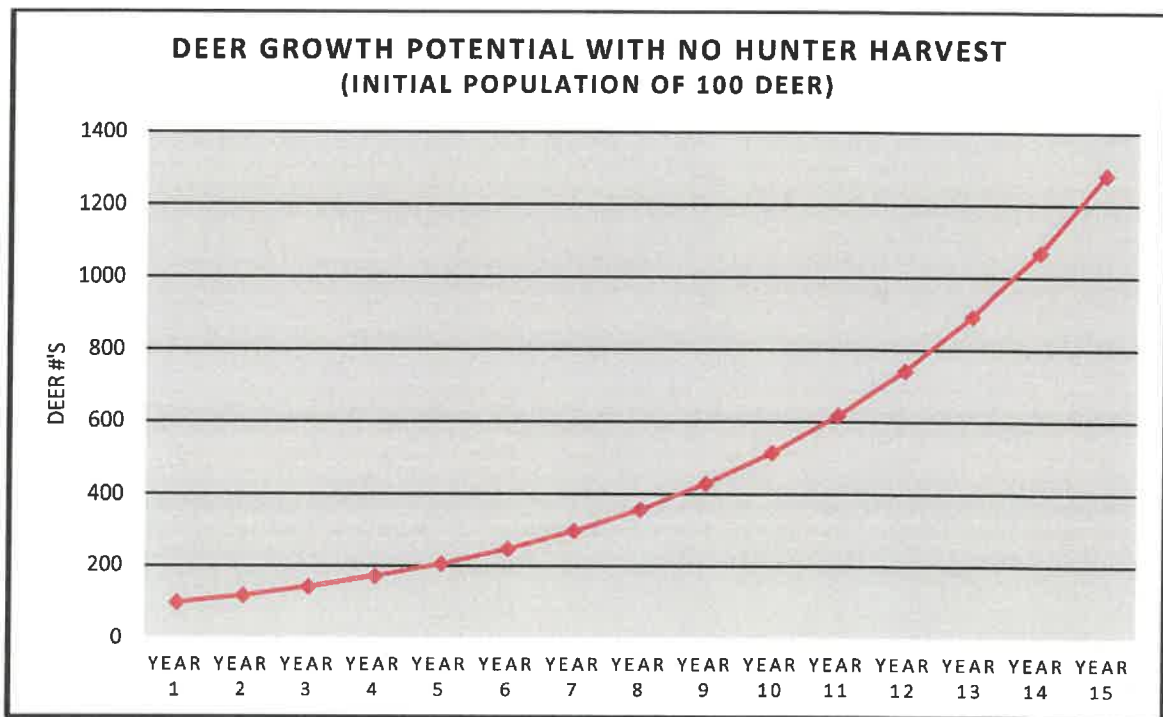
The Polk County Deer Task Force believes that the White-tailed deer is a valuable part of our natural heritage. We support the perpetuation of the deer population in Polk County at ecologically acceptable levels.

-1997 Position Statement of the Polk County Deer Task Force



Executive Summary

Based on harvest records and agency observations, it is recommended that the Polk County Controlled Bow-Hunt should be continued for the 2020-2021 season throughout the Polk County Deer Management Zone. Agencies are encouraged to continue or expand hunting opportunities in their areas of control. Deer population numbers may have been reduced to target goals in some areas but still remain higher in neighborhood habitats where hunting may not be a control option. Agencies may need to remember that an uncontrolled deer population can double every three to four years. Continued hunting pressure within the Deer Management Zone has produced remarkable results in managing deer populations across the area.



The graph above depicts potential population growth of a deer herd where no hunting is allowed. The growth takes into account average population structure based on probable gender and age distribution. Considerations are also given to related fecundity rates. Distribution of these animals over time and as densities increase can vary. A relatively confined population will probably contribute to an increase in deer numbers over an increasingly larger geographical area over time.

Post Season Reports

Hunting Season

This year the IDNR allowed participating entities to use September 14, 2019 through January 26, 2020, for the Polk County Deer Management Zone bow-hunting season. Agencies could choose to use these dates for their season, or tailor their hunt to suit individual needs (as long as the dates were within the allowable season above). Pending approval from the Natural Resource Commission, the proposed hunt dates for the 2020 - 2021 season will be September 19, 2020 through January 24, 2021.

Deer Harvest

Agencies reported that 278 antlerless deer were harvested during the 2019-2020 bow-hunt, which is a decrease from 318 in the 2018-2019 season.

A total of 310 antlerless deer harvested in the Polk County Deer Management Zone (including antlerless deer harvested in Camp Dodge with shotgun/muzzle).

20 incentive bucks were harvested during the 2019-2020 bow-hunt

A total of *355 deer were harvested during the 2019-2020 season.

* Count includes Camp Dodge (shotgun and muzzle any sex-tags)

Proficiency Testing

Archery Field and Sports administered proficiency testing to hunt participants. 151 proficiency tests were taken by 148 hunters. 124 tested with a compound bow, 6 with a re-curve bow, and 18 with a crossbow.

Hunter Participation

174 total hunters purchased zone 48 tags

105 hunters tagged at least 1 deer

69 hunters did not tag a deer

Safety Record

No injuries were reported from hunters, neighbors or park visitors

Licenses Sold

The Polk County Deer Management Zone is divided into two zones.

1000 licenses were available for zone 48 which includes all of the cities, Polk County Conservation areas and U.S. Army Corps of Engineers areas.

75 licenses were available in zone 61 which is comprised of mostly rural areas not included in zone 48. Hunters purchased 546 antlerless licenses in zone 48 and 18 antlerless licenses in zone 61 for use in the Polk County Deer Management Zone.

Polk County Deer Surveys: 2019-2020

By Andy Kellner
Iowa DNR

Helicopter surveys were not conducted this year as weather conditions after the hunting season were not optimal. The following graphs give a simple depiction of license sales and resulting antlerless harvest as well as hunter success rate in the Polk/Dallas deer management zone. Since 2012, antlerless harvest has slightly declined while there has been a continued drop in license sales. This may reflect some decreased opportunity for hunters or signify a reduction in harvest opportunity due to lower overall deer numbers since the inception of this hunt. This year specifically, some of the license drop and subsequent harvest decrease may be attributable to Epizootic Hemorrhagic Disease (see below). The second graph, depicting harvest rate also known as success rate on antlerless licenses, has been fairly constant to slightly increasing over this time period. The relatively high success rate is carried in part by the button buck harvest over time but can also be attributed to the more successful hunters remaining a part of this program.



A note about Epizootic Hemorrhagic Disease: Often referred to simply as EHD or ‘blue tongue’, this disease affects deer during occasional outbreaks in Iowa. It is often tied to specific weather patterns and habitat conditions that lead to increased mudflats and concentrated water sources. This creates prime breeding habitat for biting midges which transmit the disease to deer. The deer population in Iowa is naïve to this disease and localized high mortality events are common during outbreaks. Increased observations of dead deer near bodies of water in south central Iowa in 2019 was due to an EHD outbreak. This led to lower license sales and the associated decrease in harvest in certain regions of the state including in and around the Des Moines Metro.

This year also marked the first attempt at conducting a bowhunter observation survey in this deer management zone. Surveys were handed out to participating hunters and they recorded all observations of deer and other wildlife species which mirrors that statewide bowhunter survey conducted by the Iowa DNR. While not much can be summarized after the first year, if continued this survey will collect valuable information that can be used to assess trends in deer populations for the Polk/Dallas management zone.

There were 56 bowhunter surveys in 2019 turned in this year which is approximately a 32% return rate on the surveys. While this is a statistically significant number, the Task Force hopes to increase that return rate to produce stronger data for the long term. This can be done through increased information getting to the hunters, improvements to survey methodology (e.g. survey app available on mobile devices), hunt administrators requiring the survey to be completed, and/or incentives for completing the surveys.

Some of the highlights from the completed surveys during its first year include total hours hunted, number of hunting trips, average number of hours per hunting trip, and total deer observed. Hunters recorded 823 hunting trips for a total of 2013 hours in the stand. The average hunting trip was just less than 2.5 hours. Hunters observed deer 2651 times with approximately 64% of those observations being antlerless deer. More information will be able to be determined in future years from a stronger data set.

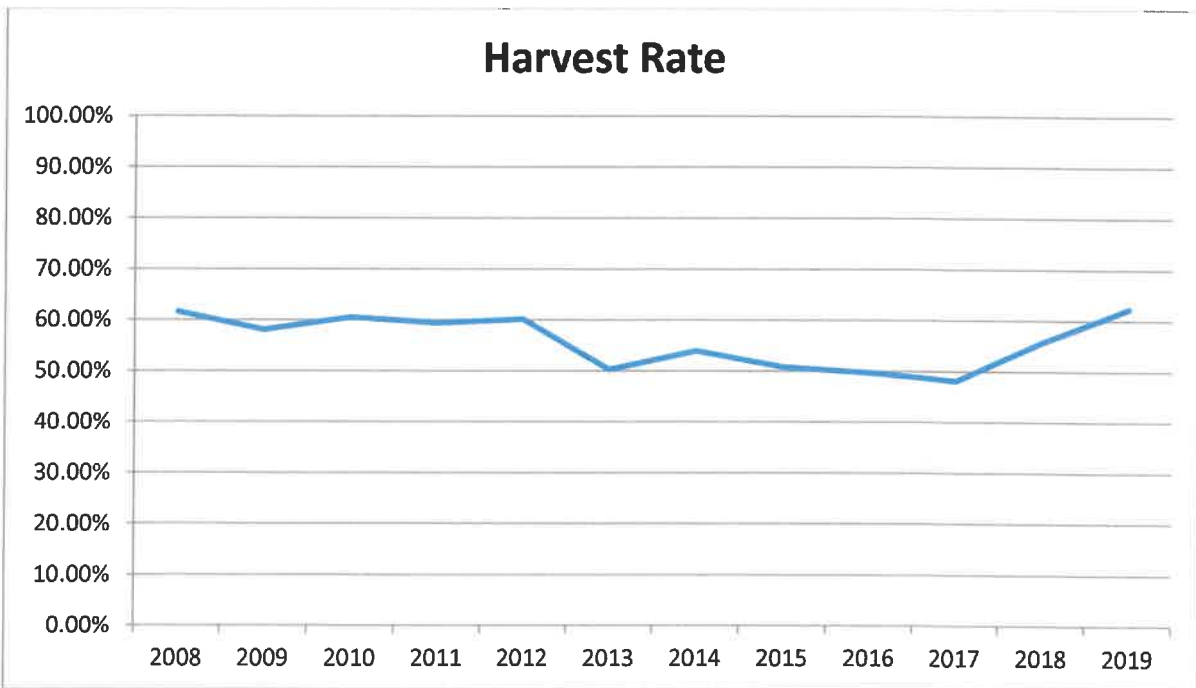
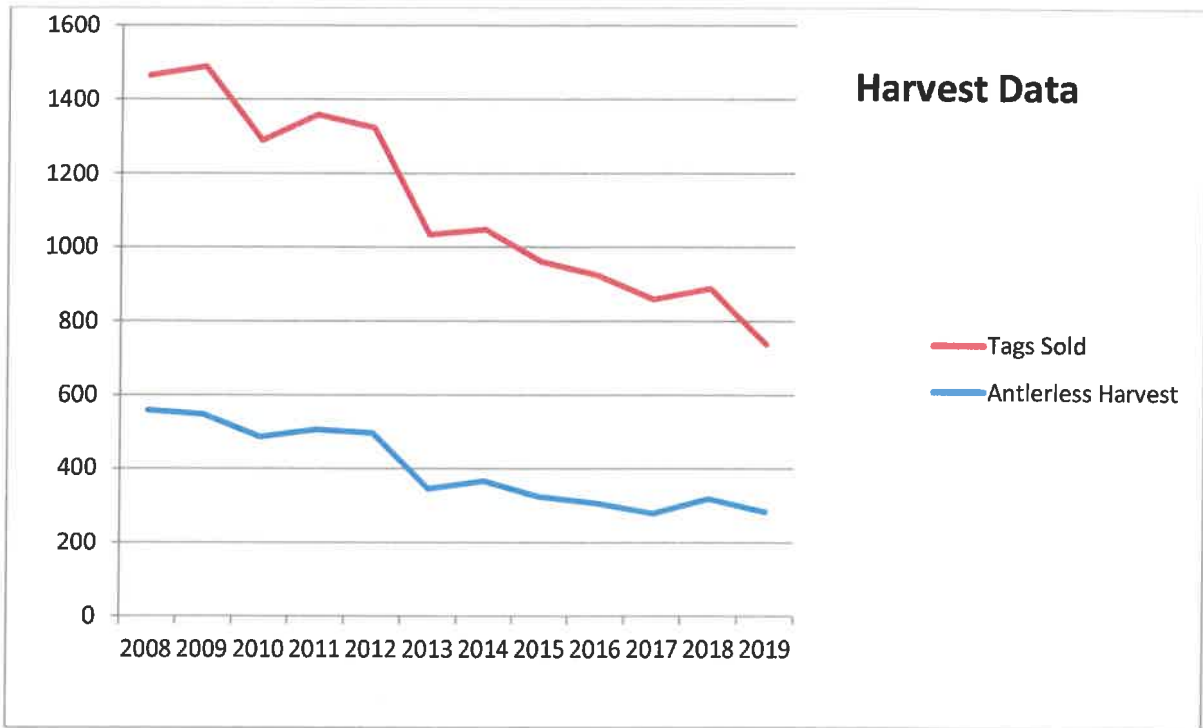


Table 1. Results from the helicopter deer surveys in Polk county, 1996 to present.

Urban Areas Surveyed	Area (Square Miles)	Deer Sighted																					
		1996	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2018	2019	
Water Works Park Area	3.91	100	159	206	204	136	88	105	102	134	130	37	58	63	51	46	35	21	35	46	91	101	
D.M., South of Grand	1.37			56	45	39	50	49	36	63	56	18	53	66	49	55	28	28	29	18	41	60	
DSM airport west-63rd*	1.78												150	164	188	103	76	76	74	49			
Browns & Walnut Woods	4.20	43	132	149	106	128	86	91	155	226	167	137	301	216	232	151	189	182	238	165	153	159	
Easter Lake & DSM River East	6.74	26	43	58	135	145	110	163	132	146	239	84	418	233	209	254	195	142	174	112	127	93	
Yellow Banks & DSM River	1.75	24	52	62	77	67	122	81	98	77	78	29	110	92	77	61	33	19	51	44	40	30	
Four Mile Creek:																							
I80 -Des Moines River	5.29	7	41	51	99	79	39	83	87	100	107	118	174	165	179	164	87	113	114	91	50	47	
Pleasant Hill west*	0.93											48	71	59	86	63	53	43	70	71	63	128	
Pleasant Hill east	2.27											25	31	150	162	128	90	71	138	123	126		
North of I-80	4.45	58	128	128	158	117	103	86	80	104	127	16	124	202	136	177	125	71	98	167	176	118	
Margo Frankel Woods	0.78	15	14	35	4	23	12	6	0	28	15	8	15	15	17	25	18	21	14	12	2	7	
Rock Creek	2.91	26	74	38	51	49	79	24	39	44	27	52	66	92	58	47	41	46	34	33	38	23	
Des Moines River:																							
Saylorville Dam-Riverview Park	4.66	83	115	83	150	124	122	162	209	296	184	153	278	238	143	155	150	123	193	148	200	170	
North of I-80*	2.81													175	122	124	111	82	118	97	138	106	
South of I-80*	1.85													63	21	31	39	41	75	51	62	64	
Jordan Creek/South Woods	0.26									63	56	38	10	25	35	30	33	15	17	14	18	18	
Quail Park- W, DSM	0.90																		101	92		35	
Walnut Creek:																							
Raccoon River to I-80	0.79	0	1	7	5	23	14	14	25	42	19	30	50	19	40	40	27	22	13	11	33	11	
Clive Area, west of I-35*	0.30														23	15	10	5	8	6	4	3	9
Living History Farms	0.41				20	20	10	42	16	34	26	30	25	43	23	17	24	18	22	29	14	51	
West of I-80	1.38	59	229	285	261	270	225	146	203	336	177	227	340	172	147	186	170	127	154	111	152	103	
Beaver Creek (Johnston)	0.59													100	74	80	61	27	74	68	68	68	
Polk City Barrier Dam Refuge	3.11	41	92	117	133	125	89	113	135	230	135	89	198	150	166	268	142	118	99	81	114	87	
Total	53.44	482	1,080	1,275	1,448	1,345	1,149	1,165	1,317	1,923	1,543	1,091	2,401	2,205	1,986	1,987	1,524	1,240	1,678	1,418	1,446	1,190	
Rural Areas																							
Saylorville Reservoir																							
Camp Dodge	2.23	55	71	93	105	108	69	73	68	195	165	148	234	148	109	93	107	49	91	101	64	82	
Dam to MLB (west side)	1.92		61	62	24	38	34	61	50	109	46	67	98	114	86	136	84	115	94	36	20	36	
Dam to MLB (east side) <i>a</i>	2.55		41	72	94	83	85	86	50	137	94	55	66	127	91	90	105	110	67	67	97	83	
MLB to Hwy 17 (east side)	4.18		35	33	53	77	80	-	-	142	123	124	208	134	178	179	201	225	184	126	57		
Jester Park, MLB to Bridge to Hwy 17	4.82	88	158	161	95	95	132	127	108	189	82	110	133	221	165	187	201	238	132	133	118	56	
Total (excluding Barrier Dam Refuge)	16	143	366	421	371	401	400	347	276	630	529	503	655	818	585	684	676	713	609	521	425	314	

*New survey area, 2007.

a - does not include Barrier Dam Refuge area

Table 1. Results from the helicopter deer surveys in Polk county, 1996 to present.

Urban Areas Surveyed	Deer per Square Mile																				Change (2013 to 2019)		
	1996	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2018		2019	
Water Works Park Area	26	41	53	52	35	23	27	26	34	33	9	15	16	13	12	9	5	9	12	23	26	189%	
D.M., South of Grand	0	0	41	33	28	36	36	26	46	41	13	39	48	36	40	20	20	21	13	30	44	110%	
DSM airport west-63rd*												84	92	106	58	43	43	42	28	0	0	-100%	
Browns & Walnut Woods	10	31	35	25	30	20	22	37	54	40	33	72	51	55	36	45	43	57	39	36	38	-33%	
Easter Lake & DSM River East	4	6	9	20	22	16	24	20	22	35	12	62	35	31	38	29	21	26	17	19	14	-46%	
Yellow Banks & DSM River	14	30	35	44	38	70	46	56	44	45	17	63	53	44	35	19	11	29	25	23	17	-41%	
Four Mile Creek:																							
I80 -Des Moines River	1	8	10	19	15	7	16	16	19	20	22	33	31	34	31	16	21	22	17	9	9	-59%	
Pleasant Hill west*												48	71	63	92	68	57	46	75	76	68	138	84%
Pleasant Hill east												26	31	66	71	56	40	31	61	54	56		
North of I-80	13	29	29	36	26	23	19	18	23	29	4	28	45	31	40	28	16	22	38	40	27	23%	
Margo Frankel Woods	19	18	45	5	29	15	8	0	36	19	10	19	19	22	32	23	27	18	15	3	9	-50%	
Rock Creek	9	25	13	18	17	27	8	13	15	9	18	23	32	20	16	14	16	12	11	13	8	-33%	
Des Moines River:																							
Saylorville Dam-Riverview Park	18	25	18	32	27	26	35	45	64	39	33	60	51	31	33	32	26	41	32	43	36	-12%	
North of I-80*														62	43	44	40	29	42	35	49	38	-10%
South of I-80*														34	11	17	21	22	41	28	34	35	-15%
Jordan Creek/South Woods	0								242	215	146	38	96	135	115	127	58	65	54	69	69	6%	
Quail Park- W. DSM																		112	102	0	39	-65%	
Walnut Creek:																							
Raccoon River to I-80	0	1	9	6	29	18	18	32	53	24	38	63	24	51	51	34	28	16	14	42	14	-13%	
Clive Area; west of I-35*														77	50	33	17	27	20	13	10	30	50%
Living History Farms				49	49	24	102	39	83	63	73	61	105	56	41	59	44	54	71	34	124	130%	
West of I-80	43	166	207	189	196	163	106	147	243	128	164	246	125	107	135	123	92	112	80	110	75	-33%	
Beaver Creek (Johnston)													169	125	136	103	46	125	115	115	115	-8%	
Polk City Barrier Dam Refuge	13	30	38	43	40	29	36	43	74	43	29	64	48	53	86	46	38	32	26	37	28	-13%	
Total	9	20	24	27	25	22	22	25	36	29	20	45	41	37	37	29	23	31	27	27	22	-29%	
Rural Areas																							
Saylorville Reservoir																							
Camp Dodge	25	32	42	47	48	31	33	30	87	74	66	105	66	49	42	48	22	41	45	29	37	-10%	
Dam to MLB (west side)	-	32	32	13	20	18	32	26	57	24	35	51	59	45	71	44	60	49	19	10	19	-61%	
Dam to MLB (east side) <i>a</i>	-	16	28	37	33	33	34	20	54	37	22	26	50	36	35	41	43	26	26	38	33	27%	
MLB to Hwy 17 (east side)	-	8	8	13	18	19	-	-	-	34	29	30	50	32	43	43	48	54	44	30	14	-74%	
Jester Park, MLB to Bridge to Hwy 17	18	33	33	20	20	27	26	22	39	17	23	28	46	34	39	42	49	27	28	24	12	-56%	
Total (excluding Barrier Dam Refuge)	-	23	27	24	26	25	22	18	40	34	32	42	52	37	44	43	45	39	33	27	20	-49%	

*New survey area, 2007.

a - does not include Barrier Dam Refuge area

Bow-Hunt Administrators

- City of Des Moines: Mike Gaul 515-248-6329
-Administers public and private property bow-hunting
- City of Johnston: Jim Sanders 515-727-7760
-Administers public and private property bow-hunting
- Polk County Conservation: Charlie Finch 515-250-1031
- US Army Corps of Engineers (Saylorville Lake): Coty Thompson 515-276-4656 x6514
- City of Urbandale: Holly Pickett 515-278-3910
-Administers public and private property bow-hunting
- Walnut Woods State Park (IDNR): Josh Shipman 515-285-4502
- City of West Des Moines: Dave Sadler 515-222-3456
-Administers public and private property bow-hunting
- City of Clive: Jeff Theilen 515-238-0648 / Joel Pasco 515-210-7581
-Administers public property bow-hunting
- City of Pleasant Hill: Rick Courcier 515-208-8214 / Heath Ellis 515-208-5212
-Administers public and private property bow-hunting

Advisory Organizations

The following organizations serve in an advisory capacity to the Polk County Deer Task Force (in addition to the organizations listed above).

- Iowa Dept. of Natural Resources: Andy Kellner 515-975-8318
- City of Ankeny, City of Des Moines Animal Control, City of Grimes, Dallas County Conservation Board, Des Moines Water Works
- Archery Field and Sports, Des Moines Audubon, Des Moines Founders' Garden Club, Des Moines Izaak Walton League, IDNR Law Enforcement, Iowa Bow Hunters Assoc. (IBA), National Field Archery Association, Polk County Conservation Board, Polk County Board of Supervisors, Sierra Club and Westwood Neighborhood Association.

2019 - 2020 Deer Harvest

POLK-DALLAS URBAN ZONE 48

A. **Polk County Conservation (PCC) Public Areas:** Charlie Finch 515-250-1031

	Incentive Buck	Shed Antlered Buck	Button Buck	Doe
Jester Park	1	1	7	25
Incentive Buck (6 allotted)				
Sycamore Trail (includes Area C in Johnston)	1	0	0	11
Incentive Buck (2 allotted)				
Easter Lake	0	0	0	2
Incentive Buck (0 allotted)				
Brown's Woods	1	0	0	15
Incentive Buck (3 allotted)				
Thomas Mitchell Park	0	0	0	5
Incentive Buck (0 allotted)				
Mally's Weh-Weh-Neh-Kee Park	0	0	0	1
Incentive Buck (0 allotted)				
Four Mile Greenbelt	0	0	0	4
Incentive Buck (0 allotted)				
Yellow Banks Park	1	0	0	0
Incentive Buck (1 allotted)				
Gay Lea Wilson East Trail	0	0	0	0
Incentive Buck (0 allotted)				
Polk County Conservation (PCC) Harvest Total	4	1	7	63

B. **City of Clive Public Areas:** Jeff Theilen 515-238-0648 / Joel Pasco 515-210-7581

	Incentive Buck	Shed Antlered Buck	Button Buck	Doe
West of I-80	0	0	1	3
Greenbelt Park: East of NW 114th	0	0	0	7
Incentive Buck (1 allotted)				
Sub-total	0	0	1	10
City of Clive Private Property				
None at present date	0	0	0	0
Sub-total	0	0	0	0
City of Clive Harvest Total	0	0	1	10

City of Des Moines Public Areas: Michael Gaul 515-248-6329				
	Incentive Buck	Shed Antlered Buck	Button Buck	Doe
Cases Lake: Hartford Ave	0	0	1	6
Crocker Woods: Prospect Rd. & Hickman Rd.	0	0	0	0
Ewing Park	0	0	0	1
Laurel Hill Woods	0	0	0	3
MacRae Park	0	0	0	1
Pioneer Park	0	0	0	5
Ashworth Park	1	0	3	8
Incentive Buck (3 allotted)				
Sub-total	1	0	4	24
City of Des Moines Private Property				
	Incentive Buck	Shed Antlered Buck	Button Buck	Doe
SW / Airport Area (South of Waterworks Park, West of Fleur to limits)	0	0	0	0
SE / Easter Lake and Ewing Parks Area (SE 14th east, South of DM River to Limits)	0	0	3	11
South of Grand Area (West of Terrace Hill to 63rd, South of University to Waterworks)	6	0	6	22
MacRae Park Area	1	0	0	3
Prospect / Beaverville Park Area	0	0	0	9
East Area (East and Northeast area of city)	2	0	4	11
Incentive Buck (14 allotted)				
Sub-total	9	0	13	56
City of Des Moines	Harvest Total	10	0	17
		80		

D. Des Moines Water Works: Jessica Barnett				
	Incentive Buck	Shed Antlered Buck	Button Buck	Doe
2201 George Flagg Parkway, 50321	0	0	0	0
Des Moines Water Works	Harvest Total	0	0	0

E. City of Johnston Public Areas: Jim Sanders 515-727-7760				
	Incentive Buck	Shed Antlered Buck	Button Buck	Doe
Area A: Army Corps of Engineers (See USACE Totals)				
Area C: Sycamore Trail (See PCC totals)				
Area E: City of Johnston - 156 Acres Incentive Buck (1 allotted)	0	0	0	10
Sub-total	0	0	0	10
City of Johnston Private Property				
Private Property Incentive Buck (1 allotted)	0	0	0	2
Sub-total	0	0	0	2
City of Johnston	Harvest Total	0	0	12

F. City of Pleasant Hill: Rick Courcier 515-208-8214 / Heath Ellis 515-208-5212				
	Incentive Buck	Shed Antlered Buck	Button Buck	Doe
Polk County Property (See Polk County Totals)				
City Property	1	1	0	8
Private Property Incentive Buck (1 allotted)	0	0	0	3
City of Pleasant Hill	Harvest Total	1	1	11

G. City of Urbandale Public Areas: Holly Pickett 515-278-3910				
	Incentive Buck	Shed Antlered Buck	Button Buck	Doe
City Parks Incentive Buck (1 allotted)	0	0	0	2
Sub-total	0	0	0	2
City of Urbandale Private Property				
Living History Farms (LHF) (West of I-35) Incentive Buck (3 allotted)	3	0	1	9
Other Private Property Incentive Buck (3 allotted)	0	1	0	20
Sub-total	3	1	1	29
City of Urbandale	Harvest Total	3	1	31

H. City of West Des Moines Public Areas: David Sadler 515-222-3456				
	Incentive Buck	Shed Antlered Buck	Button Buck	Doe
South Woods Incentive Buck (2 allotted)	1	0	0	3
Sub-total	1	0	0	3
City of West Des Moines Private Property				
Incentive Buck (1 allotted)	1	0	0	8
Sub-total	1	0	0	8
City of West Des Moines	Harvest Total	2	0	11

I. USACE: (Corps of Engineers): Coty Thompson 515-276-4656 x6514				
	Incentive Buck	Shed Antlered Buck	Button Buck	Doe
Saylorville (No Buck Incentive Issued for this area)	0	0	1	28
Polk City Refuge (No Buck Incentive Issued for this area)	0	0	0	0
USACE	Harvest Total	0	1	28

J. Walnut Woods State Park: Josh Shipman 515-285-4502				
	Incentive Buck	Shed Antlered Buck	Button Buck	Doe
Walnut Woods State Park (No Buck Incentive Issued for this area)	0	0	0	1
Walnut Woods State Park	Harvest Total	0	0	1

K. Polk City: Matt Aswegan 515-984-6565				
	Incentive Buck	Shed Antlered Buck	Button Buck	Doe
Polk City (No Buck Incentive Issued for this area)	0	0	1	0
Polk City	Harvest Total	0	1	0

Total Doe Harvested Zone 48	247
Total Incentive Bucks Harvested Zone 48	20
Total Shed Antlered Bucks Harvested Zone 48	3
Total Button Bucks Harvested Zone 48	28

Antlerless tags available zone 48	1000	Sold	546
Incentive Buck Tags available Zone 48	50	Sold	48

L. IDNR ELECTRONIC LICENSING (ELSI) Zone 48				
	Buck	Shed Antlered Buck	Button Buck	Doe
	24	2	38	248
ELSI	Harvest Total	24	2	38
				248

ELSI harvest totals for zone 48 are displayed to show reporting discrepancies by hunters to both administrating agencies and IDNR.

POLK-DALLAS RURAL ZONE 61

M. Camp Dodge: Shannan Garretson 515-252-4648				
	Buck**	Shed Antlered Buck	Button Buck	Doe
Archery / Shotgun / Muzzle loader **Buck (Normal seasons and any-sex tags allowed)	25	0	9	20
Camp Dodge	Harvest Total	25	0	9
				20

N. IDNR ELECTRONIC LICENSING (ELSI) Zone 61				
	Buck	Shed Antlered Buck	Button Buck	Doe
	0	0	1	2
ELSI	Harvest Total	0	0	1
				2

Total Antlerless Deer Harvested Zone 61 32

Total Bucks Harvested Zone 61 25

Antlerless tags available zone 61 75 Sold 18

Antlerless Deer Harvested Total 310

* Count including Camp Dodge (shotgun/muzzle) and ELSI zone 61

Incentive Bucks Total 20

Bucks: Camp Dodge and ELSI zone 61 Total 25**

**Normal seasons (shotgun/bow) and any-sex tags allowed

Total Deer Harvested 355

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

DATE: September 17, 2020

ITEM: Discussion – FY 21-22 Parks 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 three fiscal years with a focus on FY 21-22. A draft list is attached showing the funding received this year (FY 20-21) and the list of potential projects for FY 21-22 as identified by the Board last year.

Staff will be updating some of the costs and working on staff priorities over the next few weeks. Staff recommends that at this time a draft list to be prepared by staff be referred to the Facilities Committee for further review. A final list will be brought to the Board for approval at a future meeting.

BACKGROUND:

RECOMMENDATION: That the Board discuss possible CIP projects and refer the draft list of CIP projects to the Facilities Committee for further review.

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 Preliminary Working Document

9/11/2020

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

Complete
In Progress
Not Started
Delayed

FY 20-21 - BUDGETED					
Priority	Parks				NOTES
1	Community Park	Payment #4 of 5 per agreement	O	\$	337,165
2	Holiday Park Girls Softball	Softball field improvements	GO	\$	120,000
3	Various	Site furniture	O	\$	30,000
4	Various	Landscaping	O	\$	25,000
5	American Legion Park	Replace skate facility	GO	\$	75,000
6	Valley View Park	Central site grading, utilities, & north roadway construction	GO	\$	2,000,000
7	Valley View Park	Design - Lighted pickleball courts (8)	GO	\$	75,000
8	Raccoon River East Ped Bridge (Five Waters)	Design (part 2) - Bridge between RRP & Walnut Woods State Park	LOST	\$	345,000
9	Fox Creek Greenway Trail	Design - Trail from Whisper Point Park to EP True Parkway	GO	\$	50,000
10	Holiday Park Baseball	Design - Phase 6 - Fields 3 & 4 / Phase 7 - Parking Lot and Entry	GO	\$	150,000
11	Sugar Creek Greenway Trail (Five Waters)	Construction - Phase 1 of trail between Stagecoach and Booneville	LOST	\$	950,000
12	Various	Park signage - Phase 2 for secondary entrance and park info signs	GO	\$	200,000
13	Huston Cemetery	Cemetery improvements - fencing/signage/repairs	GO	\$	50,000
14	Crossroads and Legion Parks	Infield Renovation	GO	\$	50,000
15	Woodland Hills Greenway Trail	Construction - Bank stabilization and trail construction (Sugar Creek Dr to S 93rd to Harper Ln)	GO	\$	400,000
16	Valley View Aquatic Center	3 meter diving platform with steps	GO	\$	200,000
17	Crossroads Park	Tennis court lighting and electrical improvements	GO	\$	300,000
18	Crossroads Park	Design - creek stabilization, creek crossing, & parking lot redesign	GO	\$	75,000
19	Raccoon River Park	Design - master plan update with focus on central core area, restroom	GO	\$	75,000
20	Various	Design - Peony, Willow Springs and Scenic Valley Parks (Play equipment replacement)	GO	\$	100,000
21	Raccoon River Park	Lighting - Upgrade existing lights to LED and new lights along trail	GO	\$	650,000
Totals by Funding Source			O	\$	392,165
			GO	\$	2,570,000
			LOST	\$	1,295,000
Parks Total				\$	4,257,165

FY 20-21 - BUDGETED

Ongoing Maintenance

Trail Renovation	Trail repair & bridge repairs	0	\$	250,000
Court Renovation	Crossroads Park to cover full replacement costs	GO	\$	600,000
Concrete Pavement Renovation	Preventative maintenance & repair of concrete pavement	0	\$	100,000
Ongoing Maintenance Subtotal			\$	950,000

FY 21-22 - POTENTIAL

Parks

Community Park	Payment #5 of 5 per agreement		\$	327,623
Holiday Park Baseball	Baseball Phase 6 - Fields 3 & 4 construction (1/2 construction)		\$	375,000
Holiday Park Girls Softball	Baseball Phase 7 - Parking lot and entry construction (1/2 const)		\$	275,000
Five Waters	Softball field improvements		\$	60,000
	Sugar Creek Greenway Trail-Phase 2		\$	900,000
	Construction - Raccoon River East Ped Bridge (Delayed)		\$	3,000,000
	Raccoon River Greenway - Market/Feasibility Study Adventure Park/Cabins		\$	75,000
Jordan Creek Trail	Raccoon River Greenway - River access off RR Dr (joint with Fire)		\$	200,000
Crossroads Park	Trail re-alignment - 39th to 50th (No longer re-aligning)		\$	250,000
	Creek stabilization and foot bridge replacement		\$	150,000
	Parking lot reconstruction		\$	350,000
Raccoon River Park	Sprayground and ship structure demo		\$	50,000
	Construction of playground, central core area improvements, and restroom upgrade to year around (additional funding in future FY)		\$	500,000
Valley View Park	Central site grading, utilities, & north roadway construction		\$	2,000,000
	Construction - Lighted pickleball courts (8)		\$	500,000
Citywide	Landscaping		\$	50,000
Fox Creek Greenway Trail	Trail construction from Whisper Point Park to EP True Parkway		\$	200,000
Peony, Scenic Valley, Willow Springs Parks	Play equipment replacement		\$	650,000
Various	Landscaping		\$	50,000
Various	Park Signage - Phase 3		\$	170,000
Total			\$	6,882,623

Future Projects (FY 22-23/23-24/24-25)

		FY (Est.)
Five Waters	Sugar Creek Greenway Trail-Phase 3	\$ 900,000
	Sugar Creek Greenway Trail-Phase 4	\$ 900,000
	Raccoon River East Ped Bridge (construction)	\$ 5,400,000
	Raccoon River West Ped Bridge (design)	\$ 800,000
	Raccoon River West Ped Bridge (1/2 construction)	\$ 4,000,000
	Raccoon River Greenway - Trails design and construction	\$ 2,000,000
	Great Western Trail Connection (design and land acquisition)	\$ 500,000
Holiday Park Baseball	Baseball Phase 6 - Fields 3 & 4 (1/2 construction)	\$ 375,000
	Baseball Phase 7 - Parking lot and entry construction (1/2 const)	\$ 275,000
Raccoon River Park	Construction of playground, central core area improvements, and restroom upgrade to year around	\$ 750,000
Wild Rose Park	Tennis court or dedicated pickleball	\$ 160,000
Ashawa, Crossroads, Jaycee, Kiwanis, Wild Rose Parks	Tennis court or dedicated pickleball	\$ 160,000
Pearson Park	Play equipment replacement	\$ 1,500,000
	South bridge replacement	\$ 150,000
	Shelters, Restrooms and Inclusive Playground (over two FY)	\$ 3,000,000
Trails	South roadway & south improvements	\$ 1,900,000
Scenic Valley Park	Windsor Heights trail connection	\$ 200,000
Whisper Point Park	SW trail reconstruction (could use trail renovation for this)	\$ 100,000
Hidden Point Park	Court, overlook	\$ 150,000
Brown's Woods Hollow Park	Shelter, Restroom, BB court, trails and overlook	\$ 330,000
	Site planning and initial grading	\$ 250,000
		\$ 23,800,000

Future Projects (Beyond 5 Years)

Five Waters	Marathon Loop-Future Phases	\$ 11,475,000
	Raccoon River Greenway	\$ 2,000,000
	Raccoon River Adventure Park, Cabins, Single Track Trails	\$ 3,500,000
American Legion Park	Raccoon River West Ped Bridge (1/2 construction)	\$ 4,000,000
	Play equipment replacement	\$ 210,000
	Trail	\$ 40,000
Brookview Park	Play equipment replacement	\$ 150,000
	Outdoor classroom	\$ 40,000
Crossroads Park	Shelter/restroom replacement	\$ 400,000
	Lions shelter replacement	\$ 50,000
	Sidewalk from parking to softball field	\$ 20,000
Fairmeadows Park	Shelter/restroom replacement	\$ 250,000
Fairmeadows Park	Bocci ball court and sidewalks	\$ 50,000
Holiday Park	Softball complex improvements	\$ 1,500,000
	Aquatic center upgrade	\$ 1,000,000

	Shelter/entrance feature	\$	315,000
Huston Ridge Park	Play equipment replacement	\$	150,000
Jaycee Park	Shelter/restroom replacement	\$	250,000
Knolls Park	Play equipment replacement	\$	200,000
	Shelters	\$	40,000
Maple Grove Park	Play equipment replacement	\$	200,000
Meadowview Park	Play equipment replacement	\$	200,000
	Shelter/restroom replacement	\$	250,000
	Parking lot	\$	150,000
	Loop trail	\$	185,000
Pearson Park	Play equipment replacement	\$	200,000
Quail Cove Park	Play equipment replacement	\$	200,000
Raccoon River Park	Beach building	\$	720,000
	Court sports area - BB & VB courts/restrooms/shelter	\$	1,050,000
	Dog park improvements - shelter/agility course	\$	90,000
	Dog park trail - around outside of fence	\$	105,000
	Dog water training area	\$	55,000
	East entrance pavement & east entrance at 11th Street	\$	1,000,000
	River bank 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	
	SB complex maintenance access paving/parking lot		\$	200,000	
	Softball complex playground replacement		\$	200,000	
Scenic Valley Park	Tennis court or dedicated pickleball		\$	160,000	22-23
Southwoods Park	Open air shelter		\$	140,000	
Valley View Park	Ice Rink		\$	5,500,000	
	Future		\$	10,000,000	
	Aquatic center enhancement		\$	1,000,000	
	Future phases		\$	2,000,000	
Wilson Park	Play equipment replacement		\$	200,000	24-25
	Shelter replacement		\$	200,000	25-26
Woodland Hills Park	Play equipment replacement		\$	200,000	33-34
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	22-23
	Site furniture		\$	30,000	23-24
	Neighborhood park skate facilities		\$	200,000	
			\$		
	Total Future Projects		\$	92,237,000	

*Play equipment replacement based on 18 year lifespan

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

DATE: September 8, 2020


ITEM: Motion – Approval of Professional Services Agreement – 2020 Asphalt Trail Renovation Program

FINANCIAL IMPACT: Expense not-to-exceed \$44,650.00 (Basic Services at \$20,050.00 and Resident Services at \$24,600.00) including reimbursable expenses to be paid from G/L account 500.000.000.5250.495. Funding will be covered out of available funds in the Trail Renovation CIP (Project No. 0510 027 2020).


BACKGROUND: Council is asked to approve an agreement with Bolton & Menk, Inc. for professional services related to preparation of plans for the renovation of a segment of Jordan Creek Trail between EP True Parkway (just east of Valley West Drive/Mills Civic Parkway) to 50th Street. The agreement includes all work necessary for asphalt repairs and overlay on the trail including Basic Services (topographic survey, preliminary design & design review, final design & review, project bidding), and Resident Services (project construction and administration).

OUTSTANDING ISSUES: None

RECOMMENDATION: That the City Council approve the agreement with Bolton & Menk

Lead Staff Member: David Sadler, Superintendent of Parks 

STAFF REVIEWS

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

PUBLICATION(S) (if applicable)

Published In	
Dates(s) Published	

SUBCOMMITTEE REVIEW (if applicable)

Committee	
Date Reviewed	

CITY OF WEST DES MOINES CITY COUNCIL MEETING COMMUNICATION

DATE: September 8, 2020

ITEM: Resolution – Award Construction Contract – MidAmerican Energy Company RecPlex – Hardwood and Multi-Purpose Court Flooring

FINANCIAL IMPACT: Expense of \$481,144.00. Expenses to be paid from G/L account 692.400.700.5250.490.

BACKGROUND: Approval of this contract authorizes H2I Groups of Adel, Iowa to furnish and install the three hardwood courts, one multi-purpose court and three pickleball courts in the MidAmerican Energy Company RecPlex. The total space is 43,556 square feet. The attached contract details a breakdown of all related items.

H2I Groups was selected to provide the products and services listed above based on their experience, qualifications, design, project management, maintenance and familiarity with multi-use recreational facilities. H2I has completed jobs at North Polk High School, Creighton Ruth Scott Practice Facility, Drake University Knapp Center and the University of Minnesota Athlete’s Village.

A purchasing alliance, Sourcewell, was utilized in selecting H2I Groups for this piece of the construction project. The Sourcewell contract has been competitively solicited and publicly awarded and provides the best discounted opportunity.

The project is scheduled to be begin in November and be completed by January 1. There is a 3-week lead time on these materials and a 7-week installation time.

OUTSTANDING ISSUES: None.

RECOMMENDATION: That the Council approve the Construction Contract with H2I Group.

Lead Staff Member: Ryan Penning, Superintendent of Recreation

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: September 8, 2020

ITEM: Resolution – Award Construction Contract – MidAmerican Energy Company
RecPlex – Interior Sports Arena Lighting

FINANCIAL IMPACT: Expense of \$497,950.97. Expenses to be paid from G/L account 692.400.700.5250.490.

BACKGROUND: Approval of this contract authorizes Graybar Electric Company of Des Moines, Iowa to furnish and install the Interior Sports Arena Lighting in both ice arenas and the fieldhouse. The attached contract details a breakdown of all related items.

Graybar Electric Company, a Fortune 500 company, specializes in supply chain management services, and is a leading North American distributor of high-quality components, equipment, and materials. Graybar’s proposal that was reviewed by City staff and Shive Hattery was the most advantageous, well designed and cost effective compared to other proposals.

The Interior Sports Arena Lighting is being purchased off of a purchasing cooperative, OMNIA Partners (previously US Communities). OMNIA Partners is the largest and most experienced purchasing organization for public and private sector procurement. Graybar is supplying a (1) year warranty for the installation and a manufacturer’s warranty for all equipment.

The project is scheduled to be begin in November and be completed by January 1. There is a 10-12 week lead time on these specific products.

OUTSTANDING ISSUES: None.

RECOMMENDATION: That the Council approve the Construction Contract with Graybar.

Lead Staff Member: Ryan Penning, Superintendent of Recreation

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: September 8, 2020

ITEM: Resolution – Award Construction Contract – MidAmerican Energy Company RecPlex – Exterior Sports Field Lighting

FINANCIAL IMPACT: Expense of \$608,732.00. Expenses to be paid from G/L account 692.400.700.5250.490.

BACKGROUND: Approval of this contract authorizes Musco Sports Lighting, LLC of Oskaloosa, Iowa to furnish and install the Exterior Sports Field Lighting on the three outdoor synthetic turf fields. The attached contract details a breakdown of all related items.

Musco Sports Lighting has specialized in the design and manufacture of sports field lighting since 1976. Their designs offer dramatic improvements in energy efficiency and provide affordable ways to control light spill and glare. Musco Sports Lighting has successfully provided field lighting at Holiday Park Baseball Complex, Raccoon River Park Softball Complex, Valley View Park Sand Volleyball and Legion Park Tennis.

A purchasing alliance, Sourcewell, was utilized in selecting Musco Sports Lighting for this piece of the construction project. The Sourcewell contract has been competitively solicited and publicly awarded and provides the best discounted opportunity. Musco Sports Lighting is supplying a (1) year warranty for the installation and 25 year warranty that covers materials and onsite labor.

The project is scheduled to begin in November and be completed by January 1. There is a 6 to 8 week lead time on these specific products.

OUTSTANDING ISSUES: None.

RECOMMENDATION: That the Council approve the Construction Contract with Musco Sports Lighting.

Lead Staff Member: Ryan Penning, Superintendent of Recreation

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: September 8, 2020

ITEM: Resolution – Award Construction Contract – MidAmerican Energy Company RecPlex – Open Office Furniture

FINANCIAL IMPACT: Expense of \$42,214.53. Expenses to be paid from G/L account 692.400.700.5250.490.

BACKGROUND: Approval of this contract authorizes Storey Kenworthy of Des Moines, Iowa to furnish and install office furniture at the MidAmerican Energy Company RecPlex. The attached contract details a breakdown of all related items.

Storey Kenworthy has been in the office furniture business for 80 years and provides quality products, services and experiences to meet the customers' needs. Storey Kenworthy will furnish and install all the office furniture at the RecPlex. The space includes one office, five cubicles and three workstations. The contract also includes some additional filing cabinets. Storey Kenworthy is providing a (1) year warranty on all installation and manufacturer's warranty on all equipment.

The office furniture is being purchased off of the National Association of State Procurement Officials (NASPO). NASPO provides the highest standard of excellence in public cooperative contracting.


The project is scheduled to begin in November and be completed by January 1. There is a 10 to 12 week lead time on these specific products.

OUTSTANDING ISSUES: None.

RECOMMENDATION: That the Council approve the Construction Contract with Storey Kenworthy.

Lead Staff Member: Ryan Penning, Superintendent of Recreation

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: September 8, 2020

ITEM: Resolution – Award Construction Contract – MidAmerican Energy Company RecPlex – Ice Arena Fixed Seating

FINANCIAL IMPACT: Expense of \$821,560.00. Expenses to be paid from G/L account 692.400.700.5250.490.

BACKGROUND: Approval of this contract authorizes Southern Bleacher Company of Graham, Texas to furnish and install fixed seating totaling 1,800 seats between the two ice arenas.

Southern Bleacher Company has been in the business since 1946 and has set the standard for high school bleachers, college stadiums and recreational facilities. Southern Bleacher Company was selected to provide permanent seating based on their experience, qualifications, project management and familiarity in the bleacher industry. Southern Bleacher Company has installed more than three million seats in the past five years.

The bleachers are being purchased through TIPS (The Interlocal Purchasing Systems). TIPS is a national purchasing cooperative that offers access to competitively procured purchasing contracts to its membership. The project includes a standard one (1) year warranty.

The project is scheduled to begin in November and be completed by January 1. There is a 10 to 12 week lead time on these specific products.

OUTSTANDING ISSUES: None.

RECOMMENDATION: That the Council approve the Construction Contract with Southern Bleacher Company.

Lead Staff Member: Ryan Penning, Superintendent of Recreation

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: September 8, 2020

ITEM: Motion – Approval of Agreement – RecPlex Exclusive Beverage – Pepsico

FINANCIAL IMPACT: Per the agreement, the City will receive \$8,000 in annual revenue plus an additional \$7,000 per year for marketing purposes.

SYNOPSIS: An RFP was distributed in October and proposals were accepted until October 30, 2019. The City received two proposals, one from Pepsico and the other from Atlantic Bottling Company. City staff used the evaluation criteria below to select the preferred vendor.

Evaluation Criteria

- a. Financial benefit to the City (25 points)
- b. Sale Price of Products (Overall benefit of proposal to the City) (25 points)
- c. Customer service and responsiveness (20 points)
- d. Capabilities to provide necessary services to the RecPlex (10 points)
- e. Condition of equipment (10 points)
- f. Ability to meet insurance requirements and comply with Special Conditions (5 points)
- g. References (5 points)

After careful consideration the City staff selected Pepsico as the Exclusive Beverage Provider. The contract gives Pepsico the exclusive right to sell its products at the RecPlex for a period of five (5) years beginning January 1, 2021 with an option to renew for three (3) additional years upon mutual agreement of the parties.


Per the agreement, Pepsico products will be sold at RecPlex concessions stands. Pepsico will also provide all vending machines, beverage and snacks, in the RecPlex. The City will receive a 21% commission on all beverages and 15% commission on the snacks sold in vending machines. Pepsico will provide all concession stand beverage coolers at no cost.

OUTSTANDING ISSUES: None

RECOMMENDATION: That the Council approve the agreement with Pepsico.

Lead Staff Member: Ryan Penning, Superintendent of Recreation

STAFF REVIEWS

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

PUBLICATION(S) (if applicable)

Published In	
--------------	--

SUBCOMMITTEE REVIEW (if applicable)

Committee	
-----------	--

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

DATE: September 8, 2020

ITEM: Motion – Approval of MidAmerican Energy Company RecPlex Lease and Hold Harmless Agreements – 6500 Grand Avenue – Courage League Sports.

FINANCIAL IMPACT: This is a three-year agreement with Courage League Sports for the lease of 2,579 square feet of finished office and programming space in the MidAmerican Energy Company RecPlex. The agreement includes the annual fees below for both price per square footage and yearly revenue. The year one lease rate is lower than the next two years to account for the current economic times due to COVID-19. The price increase from year two to year three is a 2% increase which aligns with Des Moines University’s annual increase. Courage League Sports will also pay a monthly fee of \$50.00 for Common Area Maintenance (CAM).

Year	Price Per Square Footage	Annual Revenue
Year 1	\$8/square foot	\$20,632.00
Year 2	\$12/square foot	\$30,948.00
Year 3	\$12.24/square foot	\$31,566.96

BACKGROUND: Parks and Recreation has been partnering with Courage League Sports since 2017 to offer adaptive programming for people of all ages.

Courage League Sports is a non-profit adaptive sports and recreation organization that offers year-round programming for children and adults who aren’t able to go full speed due to a physical, cognitive or emotional disability. By adapting the pace, equipment, or nature of an activity, Courage League can provide a safe and accessible environment where participants can go at their own speed. Courage League also plans to host their annual Corporate Day “Wheelchair Game” that allows businesses to face-off in a fun and competitive wheelchair basketball game.

This agreement will allow for additional adaptive opportunities for not only West Des Moines residents but the entire metro area and bring additional users to the RecPlex.

Courage League’s programming space will feature a large open room featuring rubberized flooring that is conducive for participants with mobility challenges. Courage League will also have an office space for administrative services on the second floor of the fieldhouse area.

OUTSTANDING ISSUES: None

RECOMMENDATION: That the Council approve the lease and hold harmless agreements with Courage League Sports.

LEAD STAFF MEMBER: Ryan Penning, Superintendent of Recreation

STAFF REVIEWS

Department Director	Sally Ortgies, Director of Parks & Recreation 
---------------------	---

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

DATE: September 8, 2020

ITEM: Resolution – Award Construction Contract – MidAmerican Energy Company RecPlex – Audio/Video and Digital Signage

FINANCIAL IMPACT: Expense of \$614,508.66. Expenses to be paid from G/L account 692.400.700.5250.490.

BACKGROUND: Approval of this contract authorizes Conference Technologies, Inc. of Des Moines, Iowa to furnish and install the audio/video and digital signage in the MidAmerican Energy Company RecPlex. The attached contract details a breakdown of all related items.

Founded in 1988, Conference Technologies, Inc. is a leading custom audio-visual systems integration solutions specialist that offers a wide variety of services to customers from around the world. In 2013, the company expanded and opened operations in Des Moines. Currently, CTI provides all the technology in the City Hall Council Chambers.

In April 2020, a Professional Services Agreement was approved between the City and CTI for the development and design of the audio/video and digital signage for the project. CTI was selected to provide the products and services listed above based on their experience, qualifications, project management and familiarity with the layout of the facility. CTI's proximity will address our service and repair needs in a timely and effective manner. There will be a manufacturer's warranty on the equipment and one-year warranty on the installation.

A purchasing alliance, TIPS (The Interlocal Purchasing System), was utilized for the audio/video and digital signage installation piece of this construction project. The TIPS contract has been competitively solicited and publicly awarded and provides the best discounting opportunity.

The project is scheduled to begin in November and be completed by January 1. There is a 12 to 14 week lead time on these specific products.

OUTSTANDING ISSUES: None.

RECOMMENDATION: That the Council approve the Construction Contract with Conference Technologies, Inc.

Lead Staff Member: Ryan Penning, Superintendent of Recreation

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) _____

SUBCOMMITTEE REVIEW (if applicable) _____

NO CHANGE FROM FIRST READING

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

DATE: September 8, 2020

ITEM: Amendment to City Code – Amend Title 7 (Public Ways and Property), Chapter 11 (Park Regulations); Section 1 (Purpose); Section 2 (Rules and Regulations); and Section 3 (Penalty) to clarify the purpose and rules and regulations within city parks and parks and recreation facilities.

Ordinance: Approval of Second, Third Readings and Final Adoption

FINANCIAL IMPACT: None.

BACKGROUND: Council is asked to consider revisions to the City Code related to Park Regulations. The major revisions include the following:


1. Clarification of the difference between a “city park” and a “parks and recreation facility” that may or may not be located within a park.
2. Prohibition of overnight parking or parking outside of posted hours in city park and parks and recreation facility parking lots unless authorized.
3. Addition of Raccoon River Park hours (6:00 am to 12:00 am) which are different than hours for any other city park (6:00 am to 10:30 pm). This is due to uses, such as adult softball and Nature Lodge rentals, that extend later into the evening.
4. Prohibition of glass bottles in city parks.
5. Revision of Consumption of Alcohol section to allow for high alcohol content beer, wine, and canned cocktails as defined by Iowa Code (2020) to be possessed and consumed in city parks and some parks and recreation facilities where alcoholic beverages are allowed. The current regulation allows beer only. All alcoholic beverages must be in individual cans not exceeding sixteen ounces in size.

OUTSTANDING ISSUES: There are no outstanding issues.

RECOMMENDATION: City Staff recommends the City Council approve the first reading to amend City Code, Title 7 (Public Ways and Property), Chapter 11 (Park Regulations); Section 1 (Purpose); Section 2 (Rules and Regulations); and Section 3 (Penalty) to clarify the purpose and rules and regulations within city parks and parks and recreation facilities.

Lead Staff Member: Sally Ortgies, Director of Parks and Recreation

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	
Dates(s) Published	

SUBCOMMITTEE REVIEW (if applicable)

Committee	Public Safety		
Date Reviewed	August 7, 2020		
Recommendation	X Yes	No	Split

ATTACHMENTS: Exhibit I-Proposed Ordinance

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

DATE: August 17, 2020

ITEM: Amendment to City Code – Amend Title 7 (Public Ways and Property), Chapter 11 (Park Regulations); Section 1 (Purpose); Section 2 (Rules and Regulations); and Section 3 (Penalty) to clarify the purpose and rules and regulations within city parks and parks and recreation facilities.

Ordinance: Approval of First Reading

FINANCIAL IMPACT: None.

BACKGROUND: Council is asked to consider revisions to the City Code related to Park Regulations. The major revisions include the following:


1. Clarification of the difference between a “city park” and a “parks and recreation facility” that may or may not be located within a park.
2. Prohibition of overnight parking or parking outside of posted hours in city park and parks and recreation facility parking lots unless authorized.
3. Addition of Raccoon River Park hours (6:00 am to 12:00 am) which are different than hours for any other city park (6:00 am to 10:30 pm). This is due to uses, such as adult softball and Nature Lodge rentals, that extend later into the evening.
4. Prohibition of glass bottles in city parks.
5. Revision of Consumption of Alcohol section to allow for high alcohol content beer, wine, and canned cocktails as defined by Iowa Code (2020) to be possessed and consumed in city parks and some parks and recreation facilities where alcoholic beverages are allowed. The current regulation allows beer only. All alcoholic beverages must be in individual cans not exceeding sixteen ounces in size.

OUTSTANDING ISSUES: There are no outstanding issues.

RECOMMENDATION: City Staff recommends the City Council approve the first reading to amend City Code, Title 7 (Public Ways and Property), Chapter 11 (Park Regulations); Section 1 (Purpose); Section 2 (Rules and Regulations); and Section 3 (Penalty) to clarify the purpose and rules and regulations within city parks and parks and recreation facilities.

Lead Staff Member: Sally Ortgies, Director of Parks and Recreation 

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	
Dates(s) Published	

SUBCOMMITTEE REVIEW (if applicable)

Committee	Public Safety		
Date Reviewed	August 7, 2020		
Recommendation	X Yes	No	Split

ATTACHMENTS:

Exhibit I Proposed Ordinance

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

DATE: August 17, 2020

ITEM: Resolution – Award Construction Contract – MidAmerican Energy Company RecPlex Ice Arena Dasher Boards, Rubber Flooring, Benching and Ice Arena Supplies

FINANCIAL IMPACT: Expense of \$1,156,802.00. The original architect's estimate for all related items was \$1,065,000. Expenses to be paid from G/L account 692.400.700.5250.490.

BACKGROUND: Approval of this contract authorizes Becker Arena Products of Shakopee, Minnesota to furnish and install the dasher boards in ice rinks one and two, resilient rubber flooring in commons, locker rooms and public arena spaces, locker room wall benches and field house perimeter netting. Becker Arena Products will also provide 600 pair of rental skates including racking/skate storage, skate sharpener and ice arena benching, hockey goals, ice painting system, divider pads and related ice arena supplies. The attached contract details a breakdown of all related items.

Becker Arena Products was selected to provide the products and services listed above based on their experience, qualifications, project management and familiarity in the ice arena industry. Becker Arena's geographical location out of Minnesota will address our service and repair needs in a timely and effective manner. Becker Arena Products is known nationally and has recently completed similar installations in Mason City and Coralville.

A purchasing alliance, Sourcewell, was utilized in selecting Becker Arena Products for this piece of the construction project. The Sourcewell contract has been competitively solicited and publicly awarded and provides the best discounted opportunity. By utilizing Sourcewell, the City will receive an additional two years warranty on the dasher systems.

The project is scheduled to be begin in November and be completed by January 1. There is a 12-14 week lead time on these specific products.

OUTSTANDING ISSUES: None.

RECOMMENDATION: That the Council approve the Construction Contract.

Lead Staff Member: Ryan Penning, Superintendent of Recreation *RP*

STAFF REVIEWS

Department Director	Sally Orgies, Director of Parks and Recreation <i>S.O.</i>
Appropriations/Finance	Tim Stiles, Finance Director
Legal	Richard Scieszinski, City Attorney
Agenda Acceptance	

PUBLICATION(S) (if applicable)

Published In	N/A
Dates(s)	

SUBCOMMITTEE REVIEW (if applicable)

Committee	N/A
Date Reviewed	

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

DATE: August 17, 2020

ITEM: Proclamation – Beggars Night 2020-2024

FINANCIAL IMPACT: None

BACKGROUND: Historically, this event has taken place on the evening of October 30 from 6:00 – 8:00 p.m. throughout the Des Moines metro area. This proclamation will establish Beggars’ Night in the City of West Des Moines from 6:00 – 8:00 p.m. on the following dates:

- Friday, October 30, 2020
- Saturday, October 30, 2021
- Sunday, October 30, 2022
- Monday, October 30, 2023
- Wednesday, October 30, 2024

As the date gets closer, staff will be determining if any adjustments are needed this year due to Covid-19.

OUTSTANDING ISSUES: None

RECOMMENDATION: City Council proclaim October 30 from 6:00 – 8:00 p.m. as the official Beggars’ Night in the City of West Des Moines for the years 2020-2024.

LEAD STAFF MEMBER: Ryan Penning, Superintendent of Recreation

STAFF REVIEWS

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

PUBLICATION(S) (if applicable)

Published In	
Dates(s) Published	

SUBCOMMITTEE REVIEW (if applicable)

Committee			
Date Reviewed			
Recommendation	Yes	No	Split

CITY OF WEST DES MOINES CITY COUNCIL MEETING COMMUNICATION

DATE: August 17, 2020

ITEM: Motion – Approval of Concession Agreement – Holiday Park Baseball Complex – Ballpark Concessions

FINANCIAL IMPACT: None.

BACKGROUND: The City has had an agreement with SportsPlex West since 2014 to provide youth baseball programming at Holiday Park Baseball Complex. That agreement gives SportsPlex West the right to manage the concession operations at the complex and allows for them to contract with a third-party concessionaire. The agreement before the Council is with that concessionaire, Ballpark Concessions. It is necessary because Ballpark Concessions operates out of the concession building owned by the City.

The concession agreement has typically been renewed on an annual basis but is proposed to now coincide with the term of the SportsPlex West Agreement which expires on December 31, 2023.

OUTSTANDING ISSUES: None

RECOMMENDATION: That the Council approve the Concession Agreement with Ballpark Concessions.

Lead Staff Member: Ryan Penning, Superintendent of Recreation

STAFF REVIEWS

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

PUBLICATION(S) (if applicable)

Published In	
Dates(s) Published	

SUBCOMMITTEE REVIEW (if applicable)

Committee			
Date Reviewed			
Recommendation	Yes	No	Split

CITY OF WEST DES MOINES CITY COUNCIL MEETING COMMUNICATION

DATE: August 17, 2020

ITEM: Motion – Approval of Contract Agreement – Holiday Park Aquatic Center Pool Basin Painting

FINANCIAL IMPACT: Expense of \$53,000 to be paid from available funds in the operating budget (Account 100.400.452.5220.345). The cost estimated by the City’s consultant, Waters Edge, was \$64,000.

BACKGROUND: The Council is asked to approve an agreement with Western Specialty of West Des Moines, Iowa for the sandblasting and painting of the pool basin at Holiday Park Aquatic Center. As part of an ongoing preventative maintenance plan, one of the four pool basins at the City’s two aquatic centers is repainted each year.

The work was publicly advertised, and two bids were received. The lowest qualified bid was submitted by Western Specialty. Western Specialty completed the painting of the deep pool basin at Valley View Aquatic Center several years ago and is well qualified to perform the work.

A copy of the contract agreement including terms and conditions is attached.

OUTSTANDING ISSUES: None

RECOMMENDATION: That the Council approve the contract agreement with Western Specialty.

Lead Staff Member: Ryan Penning, Superintendent of Recreation

STAFF REVIEWS

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

PUBLICATION(S) (if applicable)

Published In	
Dates(s) Published	

SUBCOMMITTEE REVIEW (if applicable)

Committee			
Date Reviewed			
Recommendation	Yes	No	Split

CITY OF WEST DES MOINES CITY COUNCIL MEETING COMMUNICATION

DATE: August 3, 2020

- ITEM:** Public Hearing – Sugar Creek Greenway Trail, Phase 1
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 \$1,009,917.20. 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 (\$950,000 FY 20-21) in the Sugar Creek Greenway Trail, Phase 1 project account (0510 048 2020). Staff is also requesting approval to cover the remaining portion using available funding (\$400,000 FY 20-21) from the Woodland Hills Trail & Bank Stabilization (0510 090 2015). Sections of the Woodland Hills Trail are now anticipated to be installed by parkland dedication requirements on recently proposed residential development in this area, allowing for remaining funding to cover overages on the Sugar Creek Trail.


BACKGROUND: The Council is asked to approve the plans and specifications for the Sugar Creek Greenway Trail, Phase 1 and to receive and file the report of bids that is attached. Nine (9) bids were received for the project with the lowest responsible bid submitted by RW Excavating Solutions of Prairie City, Iowa. The preliminary estimated cost prepared by Snyder & Associates for the project was \$1,129,832.

This resolution is for Phase 1 of a multi-phased project which will include the construction of trail located on the west side of Sugar Creek between Booneville Rd and just north of Stagecoach Dr. Project will include construction of a 12' wide concrete trail and 10' wide pedestrian bridge over Sugar Creek with a trail connection to Woodland Hills Park. The trail will be constructed of 6" reinforced concrete, will utilize grade separation under new bridges, and will include connections to existing sidewalks located along these streets.

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 Sugar Creek Greenway Trail, Phase 1 in the amount of \$1,009,917.20.

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	Des Moines Register
Dates(s) Published	July 24, 2020

SUBCOMMITTEE REVIEW (if applicable)

Committee	N/A		
Date Reviewed			
Recommendation	Yes	No	Split

CITY OF WEST DES MOINES CITY COUNCIL MEETING COMMUNICATION

DATE: August 3, 2020

ITEM: Motion – Approval of Professional Services Agreement Amendment #2 – Sugar Creek Greenway Trail Phase 1

FINANCIAL IMPACT: Expense of \$86,000.00 to be paid from G/L account 500.000.000.5250.490. Funding will be covered out of available funds in the FY 19-20 CIP from the Sugar Creek Greenway Trail (Project No. 0510 034 2018).

BACKGROUND: Under the original approved agreement from 9/3/19, Snyder & Associates completed professional services related to preparation of construction documents for the Sugar Creek Trail (Phase 1 from Stagecoach Dr to Booneville Road). That scope included preparation of construction documents for this trail segment, as well as a pedestrian bridge across Sugar Creek with connection to Woodland Hills Park. Services included topography and boundary survey, engineering design, structural design for pedestrian bridge, geotech investigation, hydrology/hydraulic studies and project specifications. That contract was amended (Amendment #1) on 5/18/20 to include 1. Survey Tasks (preparation of easement plats for a segment of trail on property owned by the Woodland Hills Homeowners Association, additional staking of property lines, additional topographic survey), 2. Geotechnical Tasks (additional time for soil borings), 3. Final Plan Modifications. This amendment (Amendment #2) is to include construction phase services including 1. Project Administration, 2. Construction Administration, 3. Construction Observation – Trail, 4. Construction Observation – Bridge & Culvert, 5. Construction Observation – Geotechnical, and 6. Record Drawings. The amendment to the agreement with Snyder & Associates is attached along with their scope of services, schedule and fees.

OUTSTANDING ISSUES: None

RECOMMENDATION: That the Council approve the Agreement Amendment #2 with Snyder & Associates.

Lead Staff Member: David Sadler, Superintendent of Parks (DS)

STAFF REVIEWS

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

PUBLICATION(S) (if applicable)

Published In	
Dates(s) Published	

SUBCOMMITTEE REVIEW (if applicable)

Committee			
Date Reviewed			
Recommendation	Yes	No	Split

CITY OF WEST DES MOINES CITY COUNCIL MEETING COMMUNICATION

DATE: August 3, 2020

- ITEM:** Public Hearing – Raccoon River Park Exterior Lighting 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 \$492,000.00. 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 (\$650,000 FY 20-21) in the Raccoon River Park Lighting project account (0525 004.0510 033 2018).


BACKGROUND: The Council is asked to approve the plans and specifications for the Raccoon River Park Exterior Lighting and to receive and file the report of bids that is attached. Twelve (12) bids were received for the project with the lowest responsible bid submitted by Brad Moeller Electric Inc. of Des Moines, Iowa. The preliminary estimated cost prepared by KCL Engineering for the project was \$528,656.

This resolution is for upgrading the site lighting at Raccoon River Park to LED fixtures and poles and adding new LED lighting to currently unlit portions of the park. Further scope also includes the upgrade of lighting controllers for the overall site. This project is anticipated to be completed by spring 2021.

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 Exterior Lighting Improvements in the amount of \$492,000.00.

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	Des Moines Register
Dates(s) Published	July 24, 2020

SUBCOMMITTEE REVIEW (if applicable)

Committee	N/A		
Date Reviewed			
Recommendation	Yes	No	Split

CITY OF WEST DES MOINES CITY COUNCIL MEETING COMMUNICATION

DATE: July 20, 2020

ITEM: Motion – Approval of Professional Services Agreement – Fox Creek Greenway Trail, Preliminary Design

FINANCIAL IMPACT: Expense of \$7,750.00 to be paid from G/L account 500.000.000.5250.490. Funding will be covered out of available funds in the FY 20-21 CIP from the Fox Creek Greenway Trail (Project No. 0510 046 2020).

BACKGROUND: A developer is currently in the process of developing lands in this area which will include the greenway along Fox Creek. The development of this property, currently known as Pavilion Park, will require parkland dedication. It is anticipated that the greenway along Fox Creek will provide for these requirements. Staff wants to ensure that a trail can be placed along the greenway, including connecting to existing Whisper Point Park and other developments in this area. Civil Design Advantage has been working for multiple developers in this area, and recently for the City on the design of Whisper Point Park, so they have a good understanding of the area. Staff requested CDA provide a proposal for preliminary design services to determine trail feasibility and general location at this time. If feasibility of the trail is determined, a new agreement would be forthcoming for the design and construction administration of this trail.


The agreement with Civil Design Advantage, LLC is attached along with their proposal, scope of services, schedule and fees. Civil Design Advantage was selected for this project due to their previous work in this area, and past experience in this type of work. The City retains professional consultants based on their past work experience, qualifications, and availability.

OUTSTANDING ISSUES: None

RECOMMENDATION: That the Council approve the amendment agreement with Civil Design Advantage.

Lead Staff Member: David Sadler, Superintendent of Parks D.S.

STAFF REVIEWS

Department Director	Sally Orgies, Director of Parks & Recreation S.O. 
Appropriations/Finance	Tim Stiles, Finance Director
Legal	Richard Scieszinski, City Attorney
Agenda Acceptance	

PUBLICATION(S) (if applicable)

Published In	
Dates(s) Published	

SUBCOMMITTEE REVIEW (if applicable)

Committee			
Date Reviewed			
Recommendation	Yes	No	Split

CITY OF WEST DES MOINES CITY COUNCIL MEETING COMMUNICATION

DATE: July 20, 2020

- ITEM:** Public Hearing – Veteran’s Parkway Enhancements Phase 1, Gateway & Median Features
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 \$298,392.82 including three add alternates. 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 Veterans Parkway Enhancements project account (0510 022 2017). The total amount budgeted for construction of this project is \$377,138.

BACKGROUND: The Council is asked to approve the plans and specifications for the Veteran’s Parkway Enhancements Phase 1, Gateway & Median Features and to receive and file the report of bids that is attached. Five (5) bids were received for the project with the lowest responsible bid submitted by Koester Construction Company of Grimes, Iowa. The preliminary estimated cost for the base project was \$321,850 with three add alternates estimated at \$276,730. Staff is recommending accepting all (3) of the add alternates.


This resolution is for the first phase of the Veterans Parkway Enhancements which includes the construction of entry monuments on Veterans Parkway at southbound 1st Street and northbound Hwy 5. In addition, add alternates are included for the construction of median panels on Veterans Parkway between 1st Street and Hwy 5. The entry monuments would consist of internally illuminated signs with images of the American flag. The median panels consist of a series of metal panels with images of the U.S. Armed Forces service marks, metals and POW/MIA.

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 Veteran’s Parkway Enhancements Phase 1, Gateway & Median Features in the amount of \$298,392.82.

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	Des Moines Register
Dates(s) Published	July 10, 2020

SUBCOMMITTEE REVIEW (if applicable)

Committee	N/A		
Date Reviewed			
Recommendation	Yes	No	Split

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

DATE: July 20, 2020

ITEM: Resolution – Accept Work – Whisper Point Park

FINANCIAL IMPACT: The total construction cost of this project is \$713,336.28. All costs of the project have been paid from the Whisper Point Park C.I.P. (G/L Acct 500.000.000.5250.490, Project No. 0525 063.0510 038 2018). The original contract amount of the project was \$674,640.00, with three change orders in the amount of \$38,696.28.

BACKGROUND: Concrete Connection, LLC of Johnston, Iowa is working under an agreement dated May 6, 2019 for construction services related to the Whisper Point Park. Work is substantially complete. This action accepts the improvements and authorizes staff to pay retainage no sooner than 30 days.


The project involved the construction of multiple improvements at Whisper Point Park located at 9125 Bridgewood Boulevard. The project included 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. In addition, the parking lot and two small shelters were constructed at the same time as part of parkland dedication requirements for area developments, but not part of this contract.

OUTSTANDING ISSUES: None

RECOMMENDATION: That the City 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	
Dates(s) Published	

SUBCOMMITTEE REVIEW (if applicable)

Committee			
Date Reviewed			
Recommendation	Yes	No	Split

CITY OF WEST DES MOINES CITY COUNCIL MEETING COMMUNICATION

DATE: July 20, 2020

ITEM: Resolution – Order Preparation of Plans and Specifications – Valley View Aquatic Center Lap Pool 1-Meter Diving Stand and 3-Meter Diving Platform.

FINANCIAL IMPACT: Expense of \$11,000 to be paid out of the FY20-21 budget that includes \$250,000 for this project.

BACKGROUND: The Council is asked to approve an agreement with Waters Edge Aquatic Design for design services for construction and bid document services for the Valley View Aquatic Center Lap Pool 1-Meter Diving Stand and 3-Meter Diving Platform. Base scope of services includes:

- Investigate options for replacing 1-Meter diving stand on east side of lap pool with intent to salvage existing board.
- Investigate options for adding 3-Meter diving platform to lap pool with stair entry.
- Evaluate existing pool wall design strength.
- Explore foundation options to limit excavation depth.
- Prepare technical plans and specifications based on presented options.
- Provide signed and sealed calculations for new diving platform.
- Answer questions submitted by perspective bidders during bidding.
- Prepare necessary addenda during the bidding phase.
- Review shop drawings during constructions.

Additional scope of services includes:

- Provide a site visit during construction to review work progress
- Provide a site visit substantial completion to review completion of work and prepare a punch list of items to be completed/corrected.

OUTSTANDING ISSUES: None

RECOMMENDATION: That the Council approve the Resolution.

Lead Staff Member: Ryan Penning, Superintendent of Recreation

STAFF REVIEWS

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

PUBLICATION(S) (if applicable)

Published In	
Dates(s) Published	

SUBCOMMITTEE REVIEW (if applicable)

Committee			
Date Reviewed			
Recommendation	Yes	No	Split