

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

**5:30 p.m.  
Thursday, May 19, 2022  
City Hall – City Council Chambers  
4200 Mills Civic Parkway**

**Members of the public wishing to participate telephonically, may do so by calling:  
515-207-8241, Enter Conference ID: 189 093 379#**

- 1. Call to Order / Approval of Agenda**
- 2. Citizen Forum**
- 3. Approval of Minutes of April 21, 2022, Meeting**
- 4. Old Business**
- 5. New Business**
  - A. Presentations – Annual Reports:
    1. Heartland Cricket
    2. Iowa Premier League
  - B. Motion – Approval of Alternate Parkland Dedication Plans
    1. Fountain Terrace
  - C. Motion – Approval of Recommendation to City Council - Fees & Charges
  - D. Motion – Approval of Recommendation to City Council – Addendum to Concessions Facility Agreement – Raccoon River Park Softball Complex
- 6. Staff Reports**
  - A. Superintendent of Parks
  - B. Director of Parks & Recreation
- 7. Other Matters**
- 8. Receive, File and/or Refer**
  - A. City Council Communications
  - B. Parks CIP Project Status

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, April 21, 2022**

Members of the public wishing to participate telephonically, could do so by calling: 515-207-8241 and entering Conference ID: 189 093 379#

The meeting of the West Des Moines Parks and Recreation Advisory Board was called to order in the City Hall Council Chambers on Thursday, April 21, 2022, at 5:30 p.m. by presiding Chair Schebel.

<b>Commission</b>	Heather Schebel <i>Chair</i>	Joe Hrdlicka <i>Secretary</i>	Jim Miller	Rick Swalwell	Aaron Sewell <i>Vice-Chair</i>
<b>Present</b>	X		X		X

<b>Commission</b>	Linda Lowe	Melissa Clarke-Wharff			
<b>Present</b>	X				

<b>Staff &amp; Council</b>	Sally Ortgies <i>Director of Parks &amp; Recreation</i>	Dave Sadler <i>Superintendent of Parks</i>	Ryan Penning <i>Assistant Director of Parks &amp; Recreation</i>	Miranda Kurtt <i>Administrative Secretary</i>	Greg Hudson <i>Council Liaison</i>
<b>Present</b>	X	X			

**On Item 1. Call to Order/Approval of Agenda**

Miller moved to approve the agenda as presented. Lowe seconded. Motion carried unanimously.

**On Item 2. Citizen Forum**

None.

**On Item 3. Approval of Minutes of March 17, 2022, Meeting**

Miller moved to approve the minutes as presented. Sewell seconded. Motion carried unanimously.

**On Item 4 Old Business**

None

**New Business**

**On Item 5A. Presentation – Annual Reports**

**1. West Des Moines Rugby Foundation**

Doug Loots, President of the West Des Moines Rugby Foundation, provided an overview of the Foundation. Loots stated that there is an agreement with the City to maintain six acres of rugby fields on 39<sup>th</sup> Street in West Des Moines. The Foundation celebrated their 50<sup>th</sup> anniversary last year with over 200 members in attendance. The organization is facing parking capacity issues and is reviewing solutions. They have over a million dollars in assets and will make investments in the future such as painting/siding the building, building a shed to house equipment, and repaving the parking lot. Lowe asked if the clubhouse can be rented, and Loots stated that they do rent it to affiliated members and organizations. Sewell asked if they offer classes and Loots confirmed they do. Sadler asked if the parking lot built by the City a few years ago has helped or is there still overflow into the grassy area. Loots stated the lot has helped tremendously but could be double or triple in size and would be utilized. Sadler asked if the Jordan Creek stabilization has assisted with flooding issues and Loots confirmed that has helped.

**2. West Des Moines Girls Softball Association**

Kris Schmidt, President of West Des Moines Girls Softball Association, along with Sarah Reihmann and Gene Rauch, provided an overview of the Association. All 20 board members are volunteers with

a paid groundskeeper and bookkeeper. The Association is requesting new playground equipment, lights on Quinn Field, new cage netting, John Deer Gator, and water sprayer/wagon from hotel/motel tax funds. Ortgies asked if the Association has worked with Catch Des Moines to calculate the economic impact of their tournaments to the city. Lowe questioned if participants are required to be West Des Moines residents to play on these leagues and Schmidt confirmed that it is a requirement. Schebel asked if the Department had funds available in the budget for the requested items. Ortgies stated the playground is identified in the Capital Improvement Plan but not in the budget for the next year. Sadler questioned if the field renovations are complete. Ortgies stated the renovations are complete. This has been a good partnership with the City providing the funding and the Association handling the execution of the projects. Ortgies stated that \$850,000 has been allocated to the Holiday Park Softball Complex over the last several years. Sadler stated the City paved the road to the east of the park and asked if that has helped with parking issues. Schmidt stated that it does not get used a lot by their families and is used more by persons using the cricket field.

### **3. West Des Moines Soccer Club**

Kevin Johnston, Board President of West Des Moines Soccer Club, provided an overview of the Club. The Club operates by 100 percent volunteers. The management of programming is contracted by Sporting Iowa and field maintenance is provided by Valley Turf. The Club is not currently utilizing the MidAmerican RecPlex, however, they would like to use the facilities in the future. The Club is requesting pruning of trees around the fields and potential areas for future field repairs. Miller asked why 30% of their members are coming to West Des Moines from other cities. Johnston stated that it has a lot to do with the management of coaches and player development. Ortgies stated that the RecPlex is working on getting West Des Moines Soccer scheduled for winter field time. Sadler stated that there will be a small parking lot and fencing changes adjacent to Hidden Valley Soccer as part of the Raccoon River Pedestrian Bridge project, however, these will not impact the fields.

### **On Item 5B. Motion – Establish Special Meeting Dates-Ice Cream Socials**

Ortgies stated that the following dates, times, and locations are proposed for the Ice Cream Socials.

July 14, 6:30 pm, at Maple Grove Park

July 19, 6:30 pm, at Brookview Park

July 21, 6:30 pm, at Ashawa Park

Ortgies stated that July 21 is the normally scheduled Board meeting and if there are action items requiring attention, the Board could hold a quick meeting prior to the social. She also stated that the library may join and add activities.

Sewell moved to approve to Establish Special Meeting Dates-Ice Cream Socials as presented. Lowe seconded. Motion carried unanimously

### **On Item 5C. Motion – Approval of Parks Special Event Policy**

Ortgies stated that there are numerous requests for events that are for-profit rather than those that benefit the community. Many of the organizations are not local and would profit off park property. The proposed policy would require the organization to be registered as a non-profit organization, 501(c)(3), in the state of Iowa, church, or religious organization. This policy also establishes requirements related to the sale of products including food, beverages, alcohol, or merchandise. It includes a vendor fee along with requirements associated with the selling and serving alcohol. The policy will prohibit the use of inflatables or other devices utilizing water. Sound permits would only be allowed in parks with a Special Event Permit. There have been numerous occurrences where events exceed the capacity of shelters at Raccoon River Park and Crossroads Park where DJs and bands are occurring. This policy would limit these types of events to only be allowed with a Special Event Permit. Miller stated the Facilities Committee had a lengthy discussion and approved of this recommendation.

Miller moved to approve the Parks Special Event Policy as presented. Lowe seconded. Motion carried

unanimously.

**On Item 5D. Motion – Approval of Alternate Parkland Dedication Plans**

**1. Westown Commons**

Sadler reviewed the proposed alternate parkland dedication plan for the Westown Commons Project. The development is currently served by Pearson Park. The development consists of 44 apartments which requires .47 acres of parkland. Requirements will be met with an internal trail, seating areas, retaining wall, and benches and associated landscaping. The Facilities Committee approved the alternate plan.

Sewell moved to approve the Alternate Parkland Dedication Plan for Westown Commons as presented. Miller seconded. Motion carried unanimously.

**2. Oxford Commons**

Sadler reviewed the proposed alternate parkland dedication plan for the Oxford Crossing Project. The development is currently served by Maple Grove Park. The development consists of 93 single family and multifamily lots which results in 1.65 acres of required dedicated parkland. The developer is proposing the installation of 10-foot trail along the south side of Westown Parkway and west side of 92<sup>nd</sup> Street. The Facilities Committee approved the alternate plan.

Jim moved to approve the Alternate Parkland Dedication Plan for Oxford Commons as presented. Aaron seconded. Motion carried unanimously

**On Item 5E. Discussion-Updated Master Parks and Trails Plans**

Sadler gave an overview of the updated Comprehensive Plan. The City is currently asking for public input on the plan. Parks and Recreation wanted to take advantage of this opportunity to include the Parks and Trails Master Plan updates in the public input phase. Sadler discussed the proposed changes that include parks being added or deleted due to changes in residential land use. Some proposed parks were also removed due to changes in the planning boundaries. Sally and Dave also discussed the draft updates to the Trails and Greenways Plan that will be included in the Comprehensive Plan.

Sally stated that Engineering is planning the reconstruction of Ashworth Road. As they are determining how to modify the road, they have included a side path trail to the north side of the road. There will be two public meetings on April 28 and May 3 to discuss this project. The proposed plan will be to go from four narrow lanes to three lanes. The trail addition will require land acquisitions from residents along Ashworth Road. Schebel stated this would provide a much safer environment for pedestrians and bikers. Orgies stated 55% of residents ranked trails for walking and biking as the number one and two priorities for P&R.

Orgies discussed the lack of community park options in the southeast corner of the city. Staff will be meeting with Norwalk regarding their plans in the adjacent area.

**Staff Reports**

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

Sadler stated the water will be turned on at all parks starting on Tuesday. Reliable has begun their maintenance services at the parks. The Department has hired six park attendants. There are nine new construction projects in the bidding phase with nine new projects for this summer and three to four carryovers from last summer.

**On Item 6B. Superintendent of Recreation**

Orgies reported for Penning. The aquatic center pass sales from December 1 to March 31 were over \$74,000 compared to \$41,000 in 2021 for the same time frame. Earth Day Family Fun is on April 23. The RecPlex hired two new full-time staff members: John Alexander, Facility Specialist, and Danya Moore, Guest Services

Supervisor. Lifeguard recruitment is going very well with 43 more applicants than last year at this time. The RecPlex has held large events including: State Boys Hockey Tournament, indoor softball tournament. Chow's gymnastic meet, volleyball tournaments, wrestling, and basketball. Last week, ESPN broadcasted the NAIA Men's Volleyball Championship.

**On Item 6C. Director of Parks and Recreation**

Ortgies stated fundraising for Raccoon River Pedestrian bridge is going well. A \$750,000 private donation has been made which will grant naming rights. An announcement regarding this will be coming soon. With the \$100,000 Polk County Development Grant, approximately \$2.2 million has been raised with approximately \$750,000 in prospective donations and grants. Ortgies is working with a grant writer for the Destination Iowa Outdoor Recreation Fund grant. There is \$40 million available and the City will be requesting \$3 million for the bridge project. To show a commitment from the City, a resolution will be taken to the City Council stating the City will cover the remaining cost of the project.

**On Item 7. Other Matters**

None.

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

**A. City Council Communications**

- |  |   |
|--|---|
| April 18, 2022   | Public Hearing – 2021 Concrete Trail Renovations  |
|  | 1. Resolution – Approval of Plans and Specifications  |
|  | 2. Motion – Receive and File Report of Bids   |
|  | 3. Resolution – Approve Contract  |
| April 18, 2022   | Public Hearing – Valley View Park, Pickleball Courts and Ancillary                              |
| Improvements   |   |
|  | 1. Resolution – Approval of Plans and Specifications  |
|  | 2. Motion – Receive and File Report of Bids   |
|  | 3. Resolution – Approve Contract  |
| April 18, 2022   | Proclamation – Earth Day  |
| April 18, 2022   | Public Hearing – Park Parking Lots, American Legion and Meadowview Parks                        |
|  | 1. Resolution – Approval of Plans and Specifications  |
|  | 2. Motion – Receive and File Report of Bids   |
|  | 3. Resolution – Approve Contract  |
| April 4, 2022  | Public Hearing – Holiday Park Youth Baseball Field 3 & 4 Improvements,                          |
| Phase 7  |   |
|  | 1. Resolution – Approval of Plans and Specifications  |
|  | 2. Motion – Receive and File Report of Bids   |
|  | 3. Resolution – Approve Contract  |
| April 4, 2022  | Motion – Approval of Water Infrastructure Fund Grant Agreement – Iowa                           |
| Finance Authority – Woodland Hills Greenway Quality Improvements |   |
| April 4, 2022  | Resolution – Order Construction and Notice of Public Hearing on Plans,                          |
|  | Specifications, Form of Contract, Estimate of Cost, and Direct Advertisement of Bids - Woodland |
|  | Hills Greenway, Trail Construction and Drainage Improvements                                    |
| April 4, 2022  | Motion – Approval of Professional Services Agreement Amendment #1 –                             |
|  | Playground Equipment Replacement – Peony Park, Scenic Valley Park, and Willow Springs Park      |
| March 21, 2022   | Motion – Approval of Art on the Campus Artist Agreement – 2022 Art on the                       |
| Campus Exhibit   |   |
| March 21, 2022   | Motion – Approval Contract Agreement Renewal – Park Security Services                           |

- March 21, 2022 Resolution – Order Construction and Notice of Public Hearing on Plans, Specifications, Form of Contract, Estimate of Cost, and Direct Advertisement of Bids – Valley View Park, Pickleball Courts and Ancillary Improvements
- March 21, 2022 Motion – Approval of Parks Use Agreement – Sportsplex West, LLC
- March 21, 2022 Resolution – Award Construction Contract – MidAmerican Energy Company RecPlex – Public Safety BDA System – Electronic Engineering
- March 21, 2022 Motion – Approval of Agreement Addendum – MidAmerican Energy Company RecPlex – WiFi Media Solution – Green Zebra Media Corp.
- March 21, 2022 Resolution – Order Construction and Notice of Public Hearing on Plans, Specifications, Form of Contract, Estimate of Cost, and Direct Advertisement of Bids – 2021 Concrete Trail Renovations

B. Parks CIP Projects Status

Sewell moved to adjourn the meeting. Lowe seconded. Motion carried unanimously. Meeting adjourned at 7:16 p.m.

Respectfully submitted,

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Miranda Kurtt  
Administrative Secretary

ATTEST:

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Aaron Sewell  
Vice Chair



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

**DATE:** May 19, 2022

**ITEM:** Presentations – Annual Reports:


1. Heartland Cricket
2. Iowa Premier League (Cricket)

**FINANCIAL IMPACT:** None.

**SYNOPSIS:** The above groups will be presenting their annual reports to the Board at Thursday's meeting. They have been asked to provide annual participation numbers, financial reports and facility improvement requests. The groups must also provide City staff with Certificate of Insurance, roster of current officers and schedule of activities.

**BACKGROUND:**

**RECOMMENDATION:** No action is necessary.

**Prepared by:** Ryan Penning, Assistant 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



# Heartland Cricket League

WEST DES MOINES PARKS AND  
RECREATIONS.

SUBMITTALS 2021



# Current HCL Officers

Adarsh Eppili (KCC)	Chair	<a href="mailto:adarsh_eppili@yahoo.co.in">adarsh_eppili@yahoo.co.in</a>	(515) 772-3011
Vinod Patel (IBL)	Vice-Chair	<a href="mailto:vin173@mchsi.com">vin173@mchsi.com</a>	(515) 991-6839
Chaitanya Valleru (BC)	President	<a href="mailto:valleruchaithanya@gmail.com">valleruchaithanya@gmail.com</a>	(202) 552-9528
Sukhen Chatterjee (KCC)	Secretary	<a href="mailto:sukhenc@gmail.com">sukhenc@gmail.com</a>	(309) 642-2406
Harish Vasireddy (VC)	Treasurer	<a href="mailto:harsh.vasireddy@gmail.com">harsh.vasireddy@gmail.com</a>	(618) 303-7362

# Emergency Contacts

Adarsh Eppili (KCC)	Chair	<a href="mailto:adarsh_eppili@yahoo.co.in">adarsh_eppili@yahoo.co.in</a>	(515) 772-3011
Vinod Patel (IBL)	Vice-Chair	<a href="mailto:vin173@mchsi.com">vin173@mchsi.com</a>	(515) 991-6839
Chaitanya Valleru (BC)	President	<a href="mailto:valleruchaithanya@gmail.com">valleruchaithanya@gmail.com</a>	(202) 552-9528



# Participation numbers

## Teams participated with #'s in 2021:

1. Iowa Bulls Cricket Club (15)
2. Blackcaps (20)
3. Vikings (20)
4. Cedar Valley Cricket Club (17)
5. Iowa Super Kings (17)
6. Iowa State University Cyclones (20)
7. Jaguars (20)
8. Knights CC (20)
9. Iowa Panthers (17)

## Participation #'s by Tournaments in 2021:

Spring T20 2021	152
T30 2021	133
Fall Mega T20 Playoffs 2021	126

- Practice on weekdays from Monday through Friday at Wilson Park
- Valley View park to be reserved on Tuesday, Wednesdays for two team every week.



# Financials 2021-2022

Opening Balance - 2020	\$ 951.32
Registration Fees 2021	\$ 5,520.00
Practice balls	\$ 2,106.00
IPL carpet contribution	\$ 721.08
Practice balls (Iowa Bulls)	\$60.00
Total	\$9,358.40

Tournament + Practice balls	\$ 4,042.50
Carpet Replacement	\$ 1,442.16
Carpet Cleaning Material	\$ 79.14
Trophies (T20 & T30)	\$ 750.46
WV Ground City Fee	\$ 600.00
Insurance Liability	\$ 388.00
League Renewal Fee - State	\$ 5.00
T-30 Final Lunch	\$ 131.45
Trophies (T20 Fall)	\$ 329.48
Total Paid	\$7,768.19

**Funds Remaining \$1,590.21**

# LINKS

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- **ByLaws:** <https://cricclubs.com/HeartlandCricketLeague/customPage.do?pageId=6&clubId=164>
- **Activity Schedule: scheduling in-progress** <https://cricclubs.com/HeartlandCricketLeague/fixtures.do?clubId=164>
- **Board Meeting Minutes:**



MOM





# Facility Improvement

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- Requested City in 2020 for practice pitches at Holiday park to support the increase in participation of local teams .
- The areas on both ends of pitch at Valley View ground is sinking. This is a high injury risk area. Request for this area to be filled before the start of season.
- The areas on both sides of pitch at Holiday Park ground is sinking. This is a high injury risk area. Request for this area to be filled before the start of season.
- No other concerns at this time.





Thank you!!

Thank You, City of West Des Moines for your continued support of Cricket in West Des Moines area.

# Iowa Premier League

Roster of current officers names, emails and phone #'s:

Office Role	Name	Email	Phone Number
President	Abdul Haadi	ah97.fl@gmail.com	(515)664-3923
Vice-President	Aravind Mandadi	aravindgoud@gmail.com	(201)336-4726
Secretary	Vijay Paka	kumars.leo@gmail.com	(847)977-6887
Treasurer	Abhishek Kandrigal	abhi3449@gmail.com	(815)901-7809
Web-Admin	Hemanth Cherukuri		(510)857-6839
Umpiring Panel Head	Subba Chalamalasetty		(319)512-9382

List of emergency contact names, emails and phone #'s:

1. Aradhya Agarwal      [aradhya.agarwal@gmail.com](mailto:aradhya.agarwal@gmail.com)      (515)724-2849
2. Trushar Shukla      [saggy77@googlemail.com](mailto:saggy77@googlemail.com)      (515)630-9016

Roster of Coaches who have satisfactorily completed an approved training program for youth sports coaches:

1. Aradhya Agarwal      [aradhya.agarwal@gmail.com](mailto:aradhya.agarwal@gmail.com)      (515)724-2849

Tournament Communication Forms:

Available on Website: <https://cricclubs.com/iowaPremierLeague/contactUs.do?clubId=120>

Schedule of Association activities:

Dates:	Activity:	Venue:
May - Mid-June	IPL T-10 Spring Tournament	Wilson Park
Mid-June - August	IPL T-16 Summer Tournament	Wilson Park
Labor Day Weekend	First Responders Charity Match	TBD
September - October	IPL T-10 Fall Tournament	Wilson Park

Minutes from all Association meetings (on website?):

Communicated via WhatsApp IPL Board group and Email google group through [ipl.cricketboard@gmail.com](mailto:ipl.cricketboard@gmail.com) channel

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

**DATE:** May 19, 2022

**ITEM:** Motion – Approval of Alternate Plans for Parkland Dedication – Fountain Terrace

**FINANCIAL IMPACT:** None.


**SYNOPSIS:** The Board is asked to consider an alternate plan for the dedication of parkland to meet requirements of the City's parkland dedication ordinance for Fountain Terrace, a proposed apartment development located at 655 S 88<sup>th</sup> Street (See Vicinity Map). The development is served by two existing neighborhood parks (Whisper Point Park and Woodland Hills Park). The development consists of 146 apartments which results in a requirement of 1.55 acres to be dedicated to public use. Detailed calculations can be found in Attachment A.

The developer has chosen to provide parkland dedication on-site and has worked with staff on an alternate plan that includes providing a dog park and multiple open spaces with trails, shelters, benches, trash receptacles and associated landscaping. These improvements will serve a park and recreational purpose solely for the residents of this development by providing an outdoor recreating spaces (Attachment B). However, it will not be accessible to the general public. Since there will be no public access easement to these areas, the alternate plan must be reviewed and approved by the Board.

**BACKGROUND:** Staff reviews every development application that is submitted to the city and works with developers to ensure satisfaction of the City's parkland dedication ordinance requirements. Sometimes factors exist that limit the typical dedication of land for neighborhood parks and greenways as shown on the Parks and Trails Master Plan. City code allows for an alternate plan to be developed that directly and proportionately benefits the development by satisfying parkland and/or recreational facility needs of the development's residents. Alternate plans are required to be reviewed by the Parks and Recreation Advisory Board which shall make a recommendation to the Plan and Zoning Commission or City Council.

**RECOMMENDATION:** Staff recommend that the Board approve a recommendation to the Plan and Zoning Commission to approve the parkland dedication alternate plan for Fountain Terrace.

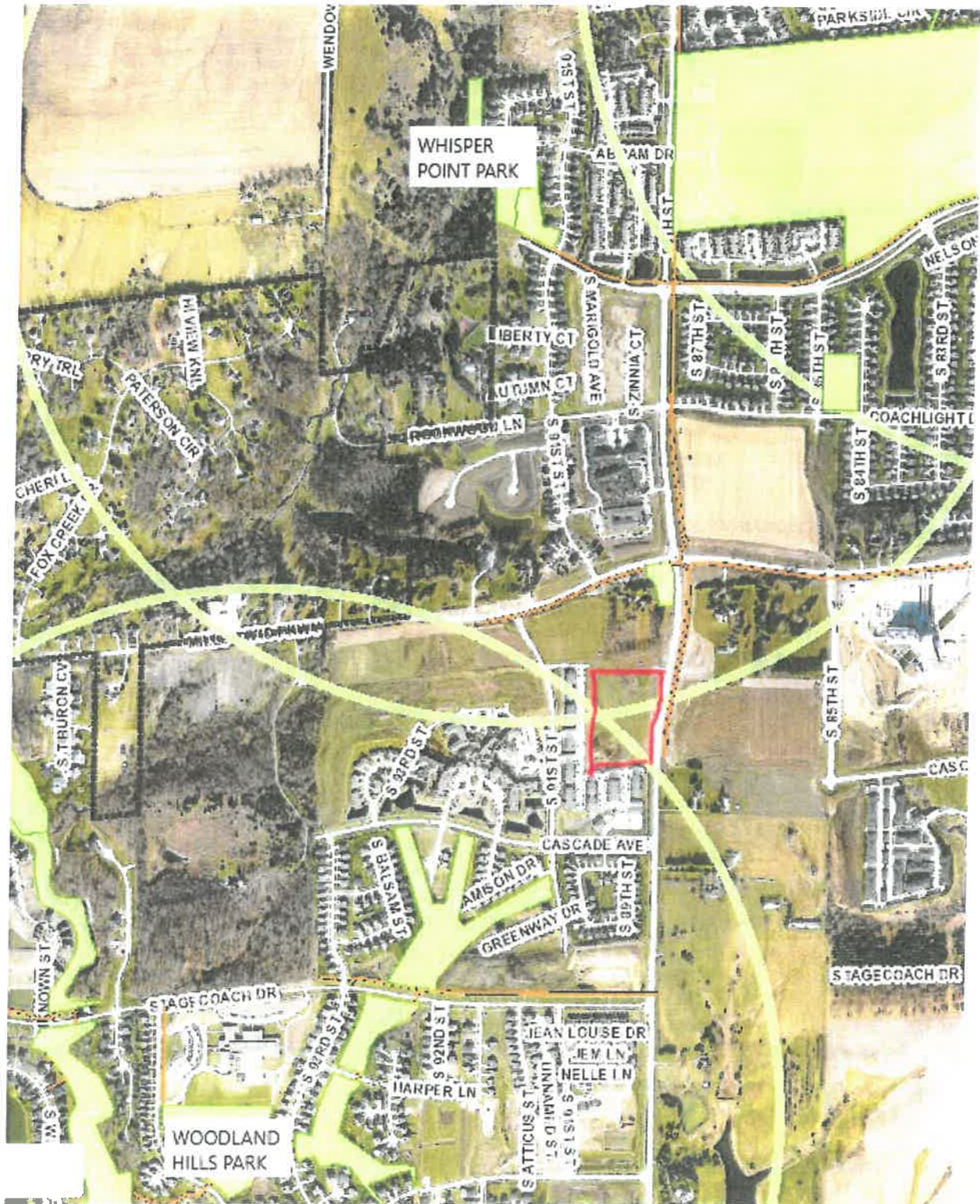
**Prepared by:** David Sadler, Superintendent of Parks 

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

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



# VICINITY MAP



# ATTACHMENT A

## PARKLAND DEDICATION REQUIREMENTS

4/19/2022  
draft

Project Location: Developer:  
**Fountain Terrace**  
**Apts - (fka Kivell**  
**Property)** John Larson

	# units	Population Multiplier	Estimated Population	Per 1000 people	Park Dedication Factor	Greenway Dedication Factor
<u>Single Family Detached</u>						
Description: Single Family Home	0	2.90	0			
<b>TOTAL</b>	<b>0</b>		<b>0</b>			
<u>Single Family Attached</u>						
Description: Townhome/Condos	0	1.63	0			
<b>TOTAL</b>	<b>0</b>		<b>0</b>			
<u>Multifamily Unit</u>						
Description: Apartments	146	1.73	252.58			
<b>TOTAL</b>	<b>146</b>		<b>252.58</b>			
<b>TOTAL POPULATION</b>			<b>252.58</b>	<b>0.25258</b>	<b>2.39</b>	<b>3.76</b>
<b>Park Dedication (Acres)</b>			<b>0.60</b>			
<b>Greenway Dedication (Acres)</b>			<b>0.95</b>			
<b>TOTAL DEDICATION (Acres)</b>			<b>1.55</b>			

**Notes: Calculations taken from Approved Site Plan**

Total Dedication Requirement	1.55	Acres
Less on-site parkland	-0.90	Acres
Deficient acreage	0.65	
x sales price per acre (\$1,300,000/8.26 AC)	\$157,385	
<b>Deficient acreage in dollars</b>	<b>\$102,300</b>	

**On-site improvements (can be subtracted from requirement above)**

**Parkland Dedication Area 1 - Dog Park (0.25 AC)**

Pavement = 533 SF x \$6 SF	\$3,200
Bench = 2 x \$2000	\$4,000
Trash Receptacle = 2 x \$300	\$600
Trees = 4 x \$300	\$1,200
Dog Park Black Vinyl Coated 4' Tall Fence = 438 LF x \$20	\$8,760
Dog Park Gates = 4 x \$350	\$1,400

**Parkland Dedication Area 2 - Open Space (0.33 AC)**

6' Trail = 155 x 6' = 930 SF x \$6' = 2190 SF x \$6	\$5,580
Trees = 4 x \$300	\$1,200
Shrubs = 18 x \$50	\$900
**Add 6' curvilinear trail on south half = 210 LF x 6' = 1,260 x \$6**	\$7,560
**Add 4 Benches With Bench Pads Along 6' Trail** = 4 x \$2,500**	\$10,000
**Add 1 Tree = 1 x \$300**	\$300
**Add 2 Shrubs = 2 x \$50	\$100

**Parkland Dedication Area 3 - Shelter Area (0.19 Acres)**

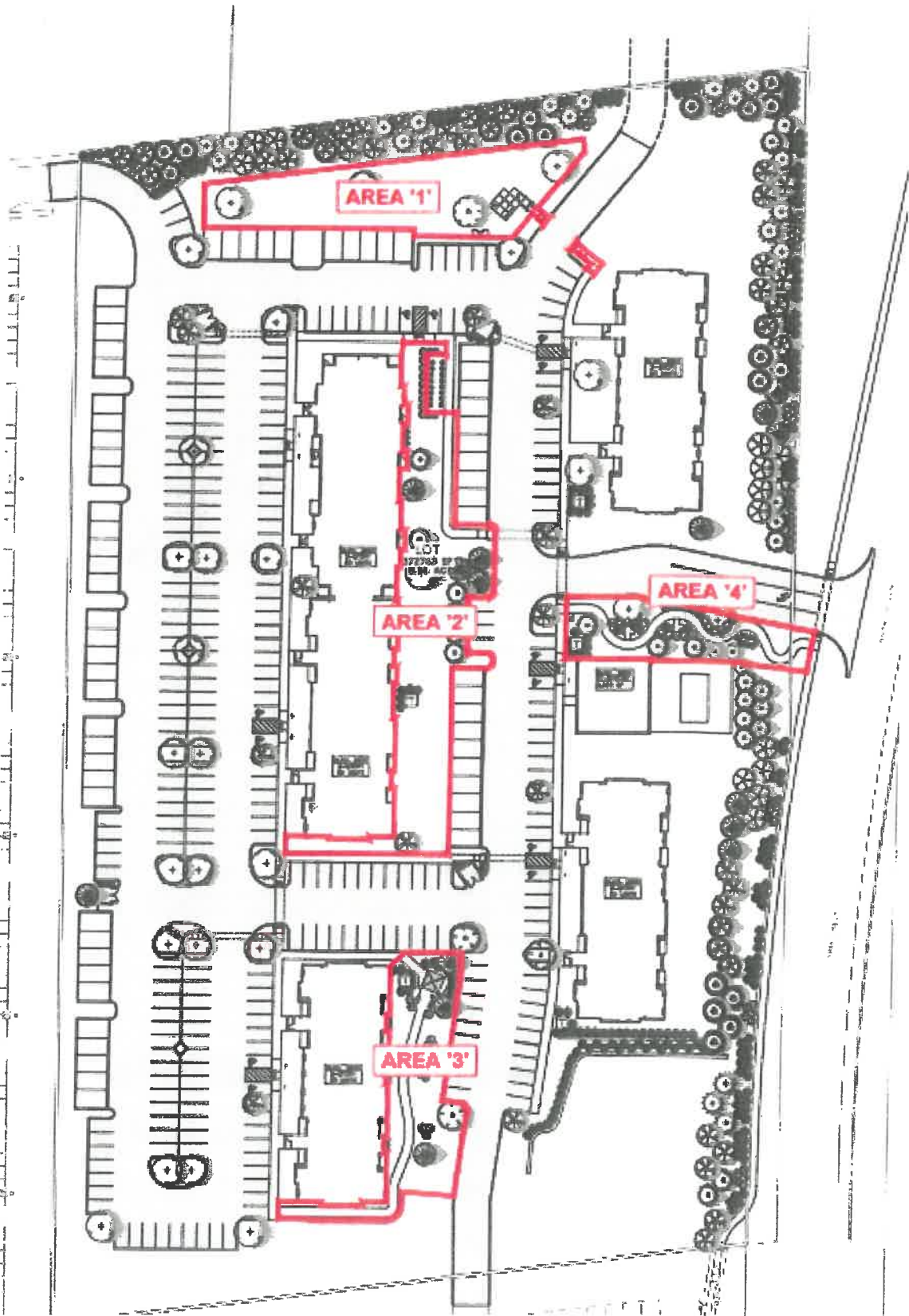
Pavement / 6' Trail = 1,813 SF x \$6	\$10,878
Bench = 3 x \$2000	\$6,000
Shade Structure = 1 x \$20,000 (Verify \$)	\$20,000
Trash Receptacle = 1 x \$300	\$300
Shrubs = 29 x \$50	\$1,450
**Add Bench With Bench Pad**	\$2,500

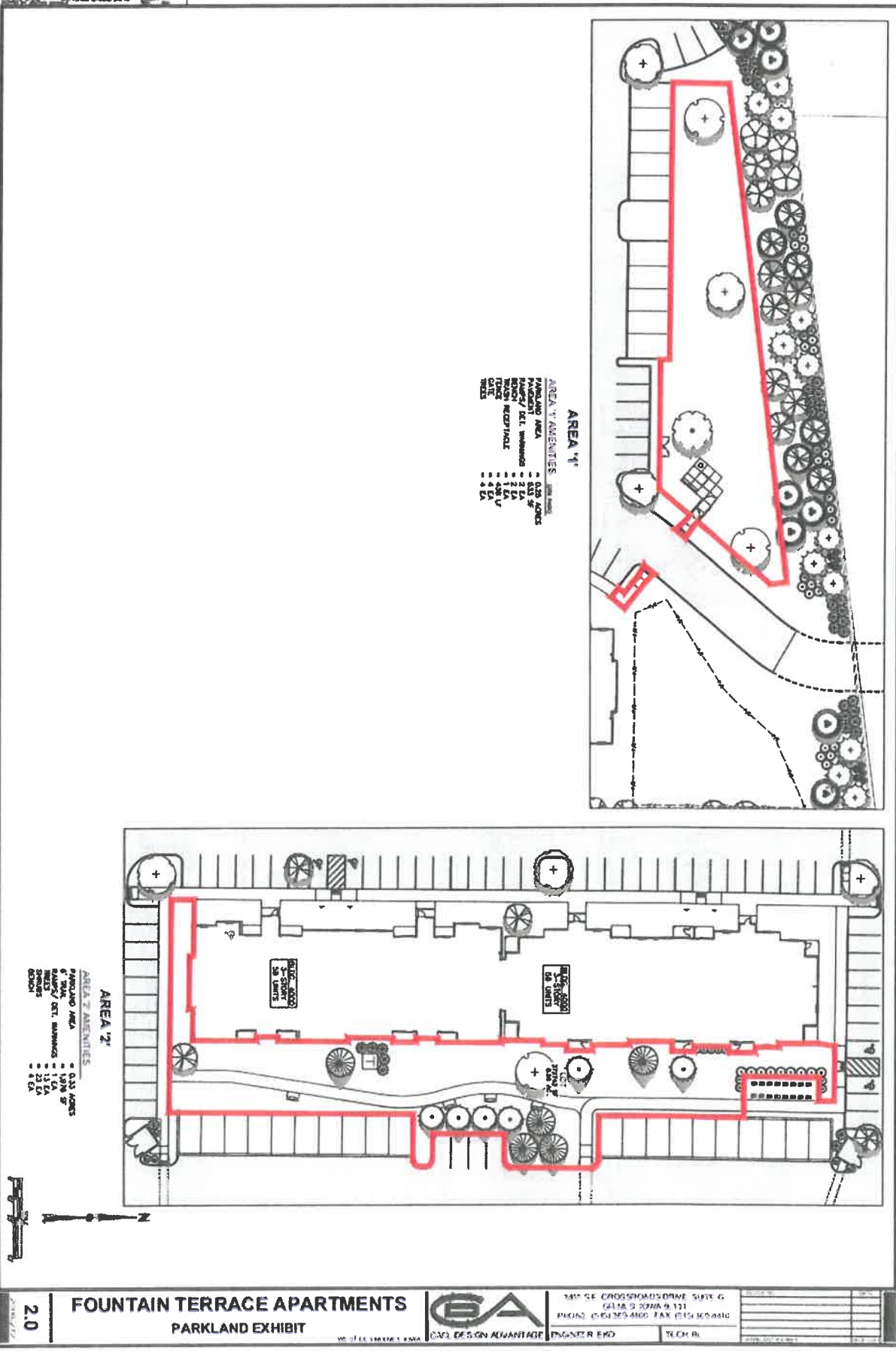
**Parkland Dedication Area 4 - (0.13 Acres)**

Pavement = 1,380 SF x \$6	\$8,280
Bench with bench pad = 3 x \$2500	\$7,500
Trash Receptacle = 2 x \$300	\$600
Shrubs = 45 x \$50	\$2,250
<b>TOTAL</b>	<b>\$102,308</b>



ATTACHMENT B





- AREA 1 AMENITIES**
- 0.25 ACRES
  - 15 UNITS
  - DELI
  - LOUNGE
  - POOL
  - TRASH RECEPTACLE
  - 15' EA
  - 4' EA
  - 4' EA
  - 4' EA

- AREA 2 AMENITIES**
- 0.25 ACRES
  - 15 UNITS
  - DELI
  - LOUNGE
  - POOL
  - TRASH RECEPTACLE
  - 15' EA
  - 4' EA
  - 4' EA
  - 4' EA

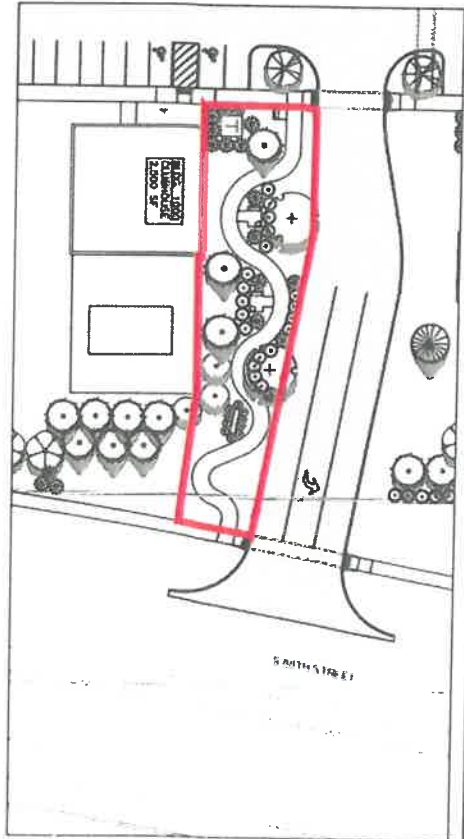


**FOUNTAIN TERRACE APARTMENTS**  
**PARKLAND EXHIBIT**



3817 SE CROSSROADS DRIVE SUITE G  
 TALLAHASSEE, FL 32310  
 PHONE: (904) 253-4800 FAX: (904) 253-4810  
 ENGINEER: EPD

DATE:	
BY:	
CHECKED:	
APPROVED:	
SCALE:	
PROJECT NO.:	
CLIENT:	

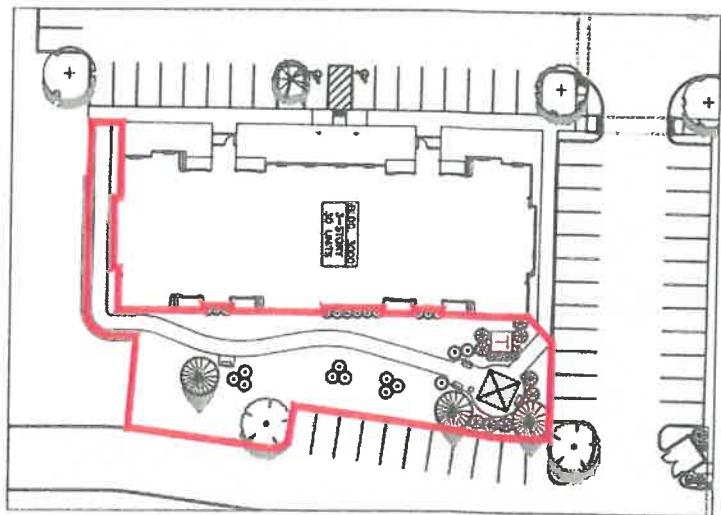


**AREA 4**

AREA 4 ADJACENCIES

PARKLAND AREA

- 0.13 ACRES
- 1,100 SF
- 1 EA
- 2 EA
- 40 EA



**AREA 3**

AREA 3 ADJACENCIES

PARKLAND AREA

- 0.13 ACRES
- 1,100 SF
- 1 EA
- 2 EA
- 39 EA





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

**DATE:** May 19, 2022

**ITEM:** Motion – Approval of Recommendation to City Council - Fees and Charges

**SYNOPSIS:** Staff evaluates fees throughout the year and typically makes recommendations and adjustments twice annually. Fees are typically adjusted on July 1 at the start of the fiscal year and on January 1 at the beginning of the calendar year. The Board is asked to approve updated fees associated with Parks and Recreation and the MidAmerican Energy Company RecPlex as follows:


<b>ITEM - ACTIVITY</b>	<b>CURRENT FEE</b>	<b>PROPOSED FEE</b>
1.Nature Lodge – 1/3 Room	\$30.00/HR	\$35.00/HR
1.Nature Lodge – 2/3 Room	\$60.00/HR	\$70.00/HR
1.Nature Lodge – Full Room	\$90.00/HR	\$105.00/HR
2.Valley View Pickleball Courts – Non-Profit/Schools	NA	\$7.00/HR
2.Valley View Pickleball Courts – Public	NA	\$10.00/HR
2.Valley View Pickleball Courts – For-Profit/Private Instruction	NA	\$20.00/HR
3.RecPlex – Indoor Turf – Off Season 1/3 Field	NA	\$50.00/HR
4.RecPlex – Performance Center	NA	\$45.00/HR
5.RecPlex – Special Event Full Service	\$5,000.00	\$8,000.00

- 1. Nature Lodge rentals have not been updated since 2014. Staff wages and building expenses have increased, and typically every Saturday during peak season from March through fall is booked so we have a strong target audience. Nature Lodge fees are still competitive with similar facilities and less than fees at the Jester Park Lodge which is considered a comparable.
- 2. Valley View Pickleball Courts will be added to the department's list of rentable facilities upon completion of that construction project. The proposed fees are the same as the Crossroads Tennis Court rental fees. If courts are not reserved, they will be first come, first serve. The public rate is \$5 less than what is charged for indoor use at the RecPlex.
- 3. This is a new/added fee at the RecPlex. There is currently only a full-field rate for the indoor turf during the Off Season (April 15 – November 15) at \$125.00/HR. A rate allowing for rental of 1/3 of the field will give groups more flexibility at a lower rate if they don't need the full field.

- 4. This is a new/added fee. The Performance Center by Arena 2 is a multi-use space that is already being used by Des Moines Fencing and a youth wrestling group. Off court/ice training can also take place here.
- 5. Special Event Rental – As large special events are being booked at the RecPlex, more flexibility is needed in the amount that can be charged to cover actual costs.

The Facilities Committee met on May 11, 2022, and the members agreed with the proposed fees and charges.

**RECOMMENDATION:** That the Board approve the fees and charges and recommend approval by the City Council.

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

City of West Des Moines, Iowa  
 Schedule of Rates, Fees and Charges  
 As of July 1, 2021

Description	Fee	Last Change (Approval Date)
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\* = Minimum rental of 8 hours on Saturday, all other days 2 hour minimum  
 \*\* = 2 hour minimum, and non-profit organizations may receive a 50% reduction on hourly rental rate

<b>b. Holiday Park Baseball Rental</b>		
i. Open League Games	\$ 35.00 per game/slot	Resolution (6/15/2020)
ii. Open League Practice	17.50 per hour	Resolution (6/15/2020)
iii. Competitive League Games	50.00 per game/slot	Resolution (6/15/2020)
iv. Competitive League Practice	25.00 per hour	Resolution (6/15/2020)
v. Premier League Games	50.00 per game/slot	Resolution (6/15/2020)
vi. Sportsplex West Programs	50.00 per game/slot	Resolution (6/15/2020)
vii. Tournament Games	50.00 per game/slot +	Resolution (01/17/19)
viii. All other Rentals	50.00 per game/slot	Resolution (01/17/19)
ix. Tournament Maintenance Fee	25.00 per field/per day	Resolution (01/17/19)

<b>c. Nature Lodge*</b>				
i.	<b>1/3 Room</b>	\$ <del>30.00</del> <b>40.00 per hour</b>	Resolution (6/30/2014)	Formatted: Highlight
	Weekdays 8:00am - 5:00pm	20.00 per hour	Resolution (6/17/2019)	
	Cleaning Fee	50.00 per rental	Resolution (11/28/16)	
ii.	<b>2/3 Room</b>	<del>60.00</del> <b>70.00 per hour</b>	Resolution (6/30/2014)	Formatted: Highlight
	Weekday 8:00am - 5:00pm	40.00 per hour	Resolution (6/17/2019)	
	Cleaning Fee	90.00 per rental	Resolution (11/28/16)	
iii.	<b>Full Room</b>	<del>90.00</del> <b>105.00 per hour</b>	Resolution (6/30/2014)	Formatted: Highlight
	Weekday 8:00am - 5:00pm	60.00 per hour	Resolution (6/17/2019)	
	Cleaning Fee	150.00 per rental	Resolution (11/28/16)	
iv.	Kitchen	30.00 per use	Resolution (11/28/16)	
	Weekday 8:00am - 5:00pm	20.00 per use	Resolution (6/17/2019)	
	Cleaning Fee	25.00 per rental	Resolution (11/28/16)	
v.	Display Area	30.00 per hour	Resolution (6/30/2014)	
	Weekday 8:00am - 5:00pm	20.00 per hour	Resolution (6/17/2019)	
	Cleaning Fee	25.00 per rental	Resolution (11/28/16)	
vi.	Equipment Rental			
	1. Display Screen	15.00	Resolution (11/28/16)	
	2. TV/DVD	20.00	Resolution (11/28/16)	
	3. Multimedia Projector	50.00	Resolution (11/28/16)	
	4. Fireplace	30.00	Resolution (11/28/16)	
	5. Speaker/Microphone	50.00	Resolution (11/28/16)	
vii.	Additional Fees			
	1. Vendor Fee (if sales or admissions)	20.00 per hour	Resolution (11/28/16)	

\*\* Sunday through Friday – 4 Hour Minimum Rental  
 \*\* Saturdays (April – October) – 10 Hour Minimum Rental  
 \*\* Saturdays (November – March) 5 Hour Minimum Rental

<b>d. Shelters (4 hour minimum)</b>			
i.	Daily	\$ 10.00 per hour	Resolution (11/28/16)
ii.	Change Fee	10.00 per rental	Resolution (11/28/16)

<b>e. Softball Complex-Raccoon River Park</b>			
x.	Adult Softball Tourney (20+Teams)	\$ 10.00 per game	Resolution (06/17/19)

City of West Des Moines, Iowa  
Schedule of Rates, Fees and Charges  
As of July 1, 2021

Description	Fee	Last Change (Approval Date)
xi. Adult Softball Tourney (<20 Teams)	15.00 per game	Resolution (6/15/2020)
xii. Youth Tourney	30.00 per game	Resolution (6/15/2020)
xiii. Youth Tourney (after Sept.1)	20.00 per game	Resolution (6/15/2020)
xiv. Hourly Rental	30.00 per hour per field	Resolution (6/15/2020)
xv. Field Equipment Rental	60.00 per day per vehicle	Resolution (6/15/2020)
xvi. Temp Fence Set Up/Tear Down	120.00 per Field	Resolution (6/15/2020)
<b>f. Aquatic Center Rentals*</b>		
i. Holiday Aquatic Center Entire Facility	\$ 800.00 per rental	Resolution (01/17/19)
ii. Valley View Aquatic Center		
1. Entire Facility	1,300.00 per rental	Resolution (01/17/19)
2. Lazy River / Slides	700.00 per rental	Resolution (01/17/19)
3. Leisure Pool / Kids Pool	450.00 per rental	Resolution (01/17/19)
4. Lap Pool / Diving Boards / Drop Slide	400.00 per rental	Resolution (01/17/19)
*Available 6:30-8:30 pm, Saturdays, June 1 – August 1		
<b>g. Community Garden</b>		
i. Garden Plot Rental	\$ 25.00 per year	Resolution (11/28/16)
<b>h. Valley View Park Field Space Reservation * (2 hour minimum)</b>		
i. Softball/Baseball Backstop-NW (Per Hour)	\$ 10.00	Resolution (10/2/2017)
ii. Softball/Baseball Backstop-NE (Per Hour)	10.00	Resolution (10/2/2017)
iii. Softball/Baseball Backstop-SW (Per Hour)	10.00	Resolution (10/2/2017)
iv. Softball/Baseball Backstop-SE (Per Hour)	10.00	Resolution (10/2/2017)
v. Soccer Field-N (Per Hour)	15.00	Resolution (10/2/2017)
vi. Soccer Field-W (Per Hour)	15.00	Resolution (10/2/2017)
vii. Soccer Field-E (Per Hour)	15.00	Resolution (10/2/2017)
viii. Cricket Field-Entire Field Space (Per Hour)	40.00	Resolution (10/2/2017)
ix. Pickleball – Non-profit/Schools (Per Hour/Per Court)	7.00	
x. Pickleball - Public (Per Hour/Per Court)	10.00	
xi. Pickleball - For-profit/Private Instruction (Per Hour/Per Court)	20.00	
i. *The above rental fees are for individuals and non-profit organizations. For-profit organizations or businesses will pay two (2) times the above rates. The City reserves the right to limit the number of reservations that can be made by for-profit organizations or businesses		
<b>j. Jamie Hurd Amphitheater *</b>		
i. For-Profit/Ticketed **	\$ 200.00 per hour	Resolution (6/15/2020)
ii. Non-Profit (501c3) ***	100.00 per hour	Resolution (6/15/2020)
iii. Private ****	100.00 per hour	Resolution (6/15/2020)
iv. K-12 Schools *****	80.00 per hour	Resolution (6/15/2020)
v. Weekday Discount	20% off total hourly rental	Resolution (6/15/2020)
vi. Additional Fees		
a. Cleaning Fee	50.00	Resolution (6/15/2020)
b. Alcohol Vendor Fee	200.00	Resolution (6/15/2020)
c. Food/Retail Vendor Fee	50.00 each	Resolution (6/15/2020)
d. Portable Toilet Fee	75.00 each	Resolution (2/01/2021)
e. Folding Chair Rental	4.00 each	Resolution (2/01/2021)
f. Table Rental	8.00 each	Resolution (2/01/2021)

City of West Des Moines, Iowa  
 Schedule of Rates, Fees and Charges  
 As of July 1, 2021

Description	Fee	Last Change (Approval Date)
g. Projector/Speakers/Screen	800.00	Resolution (2/01/2021)
<i>* Rental season is April 15-November 15</i>		
<i>** 10-hour minimum for For-Profit/Ticket events</i>		
<i>*** 4-hour minimum for Non-Profit and Private events</i>		
<i>**** 2-hour minimum for K-12 School events</i>		



City of West Des Moines, Iowa  
 Schedule of Rates, Fees and Charges  
 As of July 1, 2021

Description	Fee	Last Change (Approval Date)
k. Raccoon River Park Boathouse Lockers*		
i. West Des Moines Resident	\$ 100.00 per season	Resolution (6/15/2020)
ii. Non-Resident	150.00 per season	Resolution (6/15/2020)
<i>*Rental season is March 1-February 28</i>		
i. MidAmerican Energy Company RecPlex*		
Ice Rental		
i. In Season (October – March)	\$ 275.00 per hour	Resolution (6/15/2020)
ii. Off Season (April – September)	250.00 per hour	Resolution (6/15/2020)
Court Rental		
i. Full Court (1BB/2 VB)	45.00 per hour	Resolution (2/01/2021)
ii. Half Court (1/2 BB/1 VB)	25.00 per hour	Resolution (2/01/2021)
Indoor Turf Rental		
i. Prime – Full Field	400.00 per hour	Resolution (6/15/2020)
ii. Prime – 1/3 Field	160.00 per hour	Resolution (6/15/2020)
iii. 2 <sup>nd</sup> Tier – Full Field	340.00 per hour	Resolution (6/15/2020)
iv. 2 <sup>nd</sup> Tier – 1/3 Field	140.00 per hour	Resolution (6/15/2020)
v. 3 <sup>rd</sup> Tier – Full Field	250.00 per hour	Resolution (6/15/2020)
vi. 3 <sup>rd</sup> Tier – 1/3 Field	110.00 per hour	Resolution (6/15/2020)
vii. Off Season – Full Field (Apr 15-Nov 15)	125.00 per hour	Resolution (2/01/2021)
viii. Off Season – 1/3 Field (Apr 15-Nov 15)	50.00 per hour	
Performance Center		
i. Full Room	45.00 per hour	
Outdoor Turf Rental		
i. Full Field	75.00 per hour	Resolution (6/15/2020)
ii. Half Field	40.00 per hour	Resolution (6/15/2020)
Multipurpose Sports Areas		
i. Pickleball Court (All)	40.00 per hour	Resolution (2/01/2021)
ii. Pickleball Court (Single)	15.00 per hour	Resolution (2/01/2021)
iii. Practice/Warmup Turf Area – no cages	100.00 per hour	Resolution (6/15/2020)
iv. Practice/Warmup Turf Area – all cages	125.00 per hour	Resolution (6/15/2020)
Batting Cages		
i. Per Tunnel	25.00 per hour	Resolution (6/15/2020)
Multipurpose Rooms		
i. Room A	25.00 per hour	Resolution (6/15/2020)
ii. Rooms B, C & D	45.00 per hour	Resolution (6/15/2020)
iii. Overlook Room	35.00 per hour	Resolution (6/15/2020)
E-Sports Room		
i. Full Room	150.00 per hour	Resolution (6/15/2020)
Public Skating		
i. Admission	7.00	Resolution (6/15/2020)
ii. Rental Skates	4.00	Resolution (6/15/2020)
iii. Skate Aid	5.00	Resolution (6/15/2020)
Drop In – Per Session		
i. Open Hockey	8.00	Resolution (6/15/2020)
ii. Open Freestyle	12.00	Resolution (6/15/2020)
iii. Open Freestyle – Coaches fee	10.00	Resolution (6/15/2020)
iv. Open Gym (Basketball/Volleyball)	5.00	Resolution (2/01/2021)
v. Open Gym (Pickleball)	3.00	Resolution (2/01/2021)
vi. Open Field (Soccer/Lacrosse)	5.00	Resolution (2/01/2021)
vii. Open Esports (per station)	8.00	Resolution (6/15/2020)
viii. Open Walking	3.00	Resolution (6/15/2020)
ix. Youth Play (5 and under)	1.00	Resolution (6/15/2020)

City of West Des Moines, Iowa  
 Schedule of Rates, Fees and Charges  
 As of July 1, 2021

Description	Fee	Last Change (Approval Date)
<b>Special Event Rental – Main Arena Rink, Courts and Turf</b>		
i. Full service (set up & clean up)	4,000.00 per day	Resolution (6/15/2020)
ii. Full service (limited set up & clean up)	2,000.00 per day	Resolution (6/15/2020)
iii. Limited service (minimal set/clean up)	1,000.00 per day	Resolution (6/15/2020)
iv. Limited service (no set up & clean up)	450.00 per day	Resolution (6/15/2020)
<b>Special Event Rental – Arena 2</b>		
i. Full service (set up & clean up)	4,000.00 per day	Resolution (6/15/2020)
ii. Full service (limited set/clean up)	1,500.00 per day	Resolution (6/15/2020)
iii. Limited service (minimal set/clean up)	1,000.00 per day	Resolution (6/15/2020)
iv. Limited service (no set up & clean up)	450.00 per day	Resolution (6/15/2020)

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\* RecPlex General Manager has discretion to adjust rental fees to maximize facility use during non-peak days/times

**XLVI. Parties**

- a. Birthday Parties at Nature Lodge (Maximum of 15 Participants)
  - i. First 12 (including birthday child) \$ 160.00 for 2 hours Resolution (6/15/2020)
  - ii. Each Participant More than 12 17.00 Resolution (6/15/2020)
- b. Birthday Parties at Aquatic Centers (Maximum of 15 Participants)
  - i. First 10 (plus 1 adult) 170.00 for 2 hours Resolution (6/15/2020)
  - ii. Each Participant More than 10 17.00 Resolution (6/15/2020)
- c. Birthday Parties at MidAmerican Energy Rec Plex (Based on 11 Participants)
  - i. Activities Room 150.00 for 2 hours Resolution (6/21/2021)
    - 1. Each Participant More than 11 5.00 Resolution (6/21/2021)
  - ii. Overlook Room 175.00 for 2 hours Resolution (6/21/2021)
    - 1. Each Participant More than 11 5.00 Resolution (6/21/2021)
  - iii. Kum & Go Room 200.00 for 2 hours Resolution (6/21/2021)
    - 1. Each Participant More than 11 5.00 Resolution (6/21/2021)
  - iv. During Public Skate 300.00 for 2 hours Resolution (6/21/2021)
    - 1. Each Participant More than 11 5.00 Resolution (6/21/2021)
  - v. Esports Room 350.00 for 2 hours Resolution (6/21/2021)
    - 1. Each Participant More than 11 5.00 Resolution (6/21/2021)

vi.

**XLVII. Crossroads Tennis Court Reservation (1 hour minimum)**

- i. Non-profit/Schools (Per Hour) \$ 7.00 Resolution (2/1/2021)
- ii. Public (Per Hour) 10.00 Resolution (2/1/2021)
- iii. For-profit/Private Instruction (Per Hour) 20.00 Resolution (2/1/2021)

**XLVII. Special Events – Park/Facilities**

- a. Special Event – Non Refundable 225.00 Resolution (06/30/2014)
- b. Tent/Canopy/Inflatable Membrane Permit 50.00 Resolution (06/30/2014)
- c. Sound Permit 22.00 Resolution (06/30/2014)
- d. Portable Toilets 75.00 each Resolution (02/01/2021)

City of West Des Moines, Iowa  
 Schedule of Rates, Fees and Charges  
 As of July 1, 2021

Description	Fee	Last Change (Approval Date)
<b>F. Police Department</b>		
XLVIII. Animal Control		
a. Boarding Fee		
i. 1 <sup>st</sup> Day	No Charge	Resolution (12/27/2011)
ii. After First Day	10.00 Per Day	Resolution (12/27/2011)
b. Impoundment – Domestic Animal (licensed)		
i. 1 <sup>st</sup> Offense	\$ 50.00	Resolution (12/27/2011)
ii. 2 <sup>nd</sup> Offense	75.00	Resolution (12/27/2011)
iii. 3 <sup>rd</sup> and Subsequent	100.00	Resolution (12/27/2011)
XLIX. Animal License		
a. Cat		
i. Altered	\$ 17.00	F & A (09/24/14) *
ii. Intact	24.00	F & A (09/24/14) *
b. Dog		
i. Altered	\$ 19.00	F & A (09/24/14) *
ii. Intact	29.00	F & A (09/24/14) *
c. Penalty for no license after April 30 <sup>th</sup>	\$ 25.00	Resolution (12/27/2011)
L. Police Reports and Videos		
a. All Written Reports	\$ 5.00	Resolution (07/27/2015)
b. Media, including body-worn camera video, in-car camera video, station surveillance video, and photographs taken by others	\$ 15.00 for the first 15 Minutes and \$ 10.00 for each additional 15 minute block of time spent preparing the media	Resolution (02/20/2018)
c. Videos and Photos (DVD format)	\$ 25.00	Resolution (07/27/2015)
LI. Use of Training Simulator by Other Agencies	\$25.00 / hour	Resolution (09/04/2019)

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

**DATE:** May 19, 2022

**ITEM:** Motion – Approval of Recommendation to City Council – Addendum to Concessions Facility Agreement – Raccoon River Park Softball Complex

**FINANCIAL IMPACT:** Potential additional revenue from alcohol sales.

**BACKGROUND:** The original concessions facility agreement with Formaro's Stuffed was approved at the Council meeting on February 4, 2019.


Since that time Formaro's Stuffed has provided food and beverage options to an estimated 175,000 players and spectators annually through the parks and recreation adult softball and kickball leagues and youth and adult weekend tournaments. The original agreement did not allow for the sale of alcoholic beverages during youth tournaments. Formaro's Stuffed has requested an addendum to their agreement that would allow them to sell alcoholic beverages during youth tournaments to spectators 21 years and older.

The sale of alcoholic beverages has been a part of the MidAmerican Energy Company RecPlex's operations since it opened in 2021 and the response has been very positive. The requirements in the addendum are based upon the alcohol policy approved by the Board and implemented at the RecPlex. These include detailed staff training requirements and operational procedures related to the sale of alcohol. This will ensure consistency between the two facilities.

Parks and Recreation staff worked with the Legal department to draft the addendum. The Facilities Committee met on May 11, 2022, and the members are in support of the recommendation.

**OUTSTANDING ISSUES:** None

**RECOMMENDATION:** That the Board approve the addendum to the concessions facility agreement and recommend approval by the City Council.

**Prepared by:** Ryan Penning, Assistant 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



**ADDENDUM TO CONCESSION FACILITY AGREEMENT  
FOR  
RACCOON RIVER PARK SOFTBALL COMPLEX,  
HOLIDAY PARK AQUATIC CENTER &  
VALLEY VIEW AQUATIC CENTER**

This Addendum is made and entered into this \_\_\_\_ day of June, 2022 (“Effective Date”), by and between the City of West Des Moines, Iowa, a political subdivision of the State of Iowa (hereinafter referred to as the “City”), and Formarostuffed.com LLC, d/b/a Formaro’s Stuffed, LLC, an Iowa limited liability company (hereinafter referred to as “Formaro’s Stuffed”)( City and Formaro’s Stuffed together “Parties”).

**WHEREAS**, the parties entered into a Concession Facility Agreement for Raccoon River Park Softball Complex (“Softball Complex”), Holiday Park Aquatic Center & Valley View Aquatic Center (“Master Agreement”) on February 4, 2019; and

**WHEREAS**, in the Master Agreement, the City limited the sale of alcohol to beer and reserved the right to sell alcohol during youth events; and

**WHEREAS**, the City is willing to permit Formaro’s Stuffed to sell certain additional alcoholic beverages within the Softball Complex and to sell those beverages during certain youth events so long as Formaro’s Stuffed agrees to certain procedures and policies; and

**WHEREAS**, Formaro’s Stuffed wants to sell additional alcoholic beverages at the Softball Complex, wants to sell alcoholic beverages during youth events, and is willing to agree to the City’s terms.

**NOW THEREFORE**, in consideration of the promises and covenants contained herein, the receipt and sufficiency of which is hereby acknowledged, the Parties do hereby agree as follows:

1. The City grants Formaro’s Stuffed permission to sell beer, high alcohol content beer, wine, and canned cocktails as defined by the Iowa Code (2020) in cans no larger than sixteen (16) ounces (“Alcoholic Beverages”) within the Softball Complex and permission to sell Alcoholic Beverages during certain youth events on the following conditions:
  - a. Formaro’s Stuffed employees serving and selling Alcoholic Beverages are required to complete the TIPS Alcohol Training every three years and prior to their first scheduled shift after Formaro’s Stuffed begins selling the aforementioned Alcoholic Beverages, excluding beer, or before it begins to sell Alcoholic Beverages, including beer, at youth events. Certificates shall be kept on file and made available to the City upon request.
  - b. Sales of Alcoholic Beverages will only be permitted between the hours of: 11:00am – 10:00pm or thirty (30) minutes after the last scheduled game has ended (whichever is earlier).

- c. Customers will be allowed a maximum of two (2) Alcoholic Beverages per person/per transaction.
  - d. Alcoholic Beverages purchased at the Softball Complex concession stand are not allowed to be taken outside of the Softball Complex fence to the parking areas or off premise.
  - e. All Alcoholic Beverages must be opened by a Formaro's Stuffed employee prior to serving to the customer.
  - f. No glass bottles are allowed.
  - g. Formaro's Stuffed employees shall refuse service to guests who appear intoxicated or who are disturbing other guests. City Staff have the authority to remove any guests from the Softball Complex who appear intoxicated or who are disturbing other guests.
  - h. Formaro's Stuffed will follow all laws and City policies related to the serving and sale of alcohol.
  - i. The City has the right to immediately revoke its permission to sell Alcoholic Beverages temporarily and permanently if any laws, policies, or procedures have not been followed.
  - j. The City may temporarily and permanently revoke its permission to sell Alcoholic Beverages, excluding beer, and its permission to sell Alcoholic Beverages, including beer, during youth events for any reason with fourteen (14) days' notice to Formaro's Stuffed.
2. The Parties acknowledge and agree that Formaro's Stuffed shall continue to remain liable to the City for all provisions of the Master Agreement and for any breach of any term of the Master Agreement or this Addendum.
  3. This permission to sell Alcoholic Beverages at the Softball Complex does not indicate any permission to sell Alcoholic Beverages at the Holiday Park Aquatic Center or the Valley View Aquatic Center.
  4. Except as otherwise expressly provided in this Addendum, all of the terms and conditions of the Master Agreement remain unchanged and in full force and effect.

**IN WITNESS WHEREOF**, the parties hereto have duly executed this Addendum in duplicate the day and year first above written.

Formarostuffed.com LLC, d/b/a Formaro's  
Stuffed, LLC  
an Iowa limited liability company

\_\_\_\_\_  
Renee Formaro, President

Continued on following page.

STATE OF IOWA            )  
                                  )SS  
COUNTY OF POLK         )

This record was acknowledged before me this \_\_\_ day of \_\_\_\_\_, 2022 by Renee Formaro as President of Formarostuffed.com LLC on behalf of whom the record was executed.

\_\_\_\_\_  
Notary, State of Iowa

Continued on following page.

CITY OF WEST DES MOINES, IOWA,  
an Iowa municipal corporation

\_\_\_\_\_  
Russ Trimble  
Mayor

ATTEST:

\_\_\_\_\_  
Ryan T. Jacobson  
City Clerk

STATE OF IOWA    )  
                          ) ss:  
COUNTY OF POLK )

On this \_\_\_\_ day of \_\_\_\_\_, 2022, before me a Notary Public in and for said County, personally appeared Russ Trimble and Ryan T. Jacobson, to me personally known, who being duly sworn, did say that they are the Mayor and City Clerk, respectively of the City of West Des Moines, Iowa, a municipal corporation, created and existing under the laws of the State of Iowa and that said record was signed on behalf of said municipal corporation by authority and resolution of its City Council as contained in Roll Call No. \_\_\_\_\_, passed on the \_\_\_\_\_ day of \_\_\_\_\_, 2022, and said Mayor and City Clerk acknowledged said record to be the free act and deed of said municipal corporation by it voluntarily executed.

\_\_\_\_\_  
Notary, State of Iowa



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

**DATE:** May 2, 2022

**ITEM:** Motion – Approval of Professional Services Agreement – Aquatics Facility Feasibility Study – Councilman-Hunsaker

**FINANCIAL IMPACT:** Expense not to exceed \$21,250. Hotel Motel tax revenue from Account 160.600.680.5250.424 will be used to cover \$10,625 of the total cost. The remaining 50% will be covered by private contributions.

**BACKGROUND:** A group of individuals along with Councilmember Loots have presented a project idea for an indoor aquatics facility that would accommodate competitive swimming and diving. To determine if such a facility is needed and cost-effective, staff requested proposals from two consultants to prepare a feasibility study for the proposed facility. Both proposals were similar in scope, but the one received from Councilman-Hunsaker from St. Louis, Missouri was lower in price. Councilman-Hunsaker brings a team of design professionals and operational specialists with specific experience in the aquatics industry.

Councilman-Hunsaker’s scope includes a needs analysis, analysis of potential sites, operational cost analysis, and economic impact analysis. Their work would begin in late May and be finished later this summer.

**OUTSTANDING ISSUES:** None

**RECOMMENDATION:** That the Council approve the agreement with Councilman-Hunsaker.

**Lead Staff Member:** Sally Orgies, Director of Parks & Recreation

**STAFF REVIEWS**

Department Director	Sally Orgies, 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	Finance & Administration		
Date Reviewed	4/20/22		
Recommendation	Yes	No	Split

## CITY OF WEST DES MOINES CITY COUNCIL MEETING COMMUNICATION

**DATE:** May 2, 2022

**ITEM:** Motion – Approval of Professional Services Agreement – MidAmerican Energy Company RecPlex Market Study and Pro Forma Update – Sports Facility Advisory, LLC

**FINANCIAL IMPACT:** Expense not to exceed \$24,500 to be paid from Account 692.400.700.5250.490 in the RecPlex Enterprise Fund.

**BACKGROUND:** Based upon current heavy use of the RecPlex and development of other sports facilities in the area, the Council is asked to approve the preparation of an update to the market study and pro forma developed by Sports Facility Advisory, LLC in 2019. This update will guide the City in decisions related to future operations and potential expansion of the RecPlex. The updated study will consider the need and feasibility of a third ice arena and up to two additional outdoor fields along with associated parking.

Sports Facility Advisory, LLC was selected for this work based upon the accuracy of their original study and familiarity with the project. They also have significant experience with the planning, construction, and operation of sports facilities throughout the country.

**OUTSTANDING ISSUES:** None

**RECOMMENDATION:** That the Council approve the agreement with Sports Facility Advisory, LLC.

**Lead Staff Member:** Sally Orgies, Director of Parks & Recreation

**STAFF REVIEWS**

Department Director	Sally Orgies, 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	Finance & Administration		
Date Reviewed	4/20/22		
Recommendation	Yes	No	Split

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

**ITEM:** Resolution – Commitment of Funding for  
Raccoon River Pedestrian Bridge

**DATE:** May 2, 2022

**FINANCIAL IMPACT:** Potential grant revenue of \$3,000,000. Expense to the City estimated at \$2,802,636 if grant funding is received. A breakdown of project funding is outlined below:

Engineer's Opinion of Total Project Cost	\$ 7,957,800
Grants / Private Donations Secured	< 2,155,164 >
Potential Destination Iowa Grant	< 3,000,000 >
Remaining Balance (City's Share)	\$ 2,802,636

The funding source for the City's share will be future Local Option Sales and Services Tax (LOSST) revenue. Currently, any of the City Use side of ongoing LOSST collections are committed to paying off the remaining balance of RecPlex construction, but if those revenues are strong and sufficient funds are collected in advance of the bridge project construction, the bridge project could be funded with cash-on-hand. However, if collections lag and/or if the RecPlex is not fully paid for prior to letting construction begin on the bridge project so that reserves are not sufficient to allow for cash-on-hand funding, a future series of debt (likely General Obligation Bonds backed by LOSST) would likely be contemplated in order to finance bridge construction.

**BACKGROUND:** The Council is being asked to approve a Resolution that would commit City funds to meet the requirements of a Destination Iowa Outdoor Recreation Fund grant application. The grant program requires that a minimum of 60% of project costs are secured at the time of application. Secured is defined as having funds in-hand or having the funding pledged, and this Resolution would satisfy the requirement per discussion with the grantor.

The City's committed funds, combined with other secured funds, total \$4,957,800 or 62.3% of funding needed for the project. The capital campaign is still underway, and any further grants or private donations would decrease the amount funded by the City.

**OUTSTANDING ISSUES:** None.

**RECOMMENDATION:** That the Council pass the resolution to commit City funding for the Raccoon River Pedestrian Bridge.

**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	Des Moines Register
Dates(s) Published	April 15, 2022

**SUBCOMMITTEE REVIEW** (if applicable)

Committee	Grant Review Team		
Date Reviewed	April 19, 2022		
Recommendation	Yes	No	Split

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

**DATE:** May 2, 2022

- ITEM:** Public Hearing – Woodland Hills Greenway, Trail Construction and Drainage 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 \$676,541.50. The preliminary estimated cost of the project was \$666,655.00. The project will be paid with budgeted CIP funds from G/L account 500.000.000.5250.490. Funding will be covered out of budgeted funds in the Woodland Hills Greenway Trail C.I.P. account (Project No. 0510 090 2015). There is currently \$541,637 available in that project fund. Staff has also secured grant funding from the Iowa Finance Authority in the amount of \$210,880 for water quality components of the project.

**BACKGROUND:** The Council is asked to approve the plans and specifications for the Woodland Hills Greenway, Trail Construction and Drainage project and to receive and file the report of bids that is attached. Three (3) bids were received for the project with the lowest responsible base bid submitted by Wenthold Excavating of Elkhart, Iowa. The opinion of probable cost for the project was \$666,655.00. Although the low bid is slightly over the estimate, staff is recommending awarding the contract.

This resolution is for the construction of a remaining trail segment located along a greenway in the Woodland Hills development. This trail will connect multiple existing trail segments and connect to the existing Woodland Hills Park. The project will also include drainage improvements and a stormwater best management practice (Step Pool Stormwater Conveyance) to correct an existing section of stream channel containing significant erosion and bank degradation. These improvements will both convey and treat stormwater runoff from the surrounding area. Staff applied for and received a Water Infrastructure Fund grant from the Iowa Finance Authority to cover a large portion of the stormwater improvements.

**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 Woodland Hills Greenway, Trail Construction and Drainage Improvements in the amount of \$676,541.50.



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

**DATE:** May 2, 2022

**ITEM:** Motion – Approval of Grant Project Cooperative Agreement – 2022 Emerald Ash Borer Community Forestry Grant Program – Iowa Department of Natural Resources

**FINANCIAL IMPACT:** Grant revenue of \$5,000 with a City match of \$5,000. The City's match will be covered by funds budgeted for Urban Forestry/Programs in the FY21/22 budget (GL# 100.200.407.5230.515).


**BACKGROUND:** The City has received a Community Forestry Grant from the Iowa Department of Natural Resources in the amount of \$5,000 for tree plantings on public lands that will benefit the citizens of our community and the state of Iowa in response to the impact on ash trees by the invasive Emerald Ash Borer. The trees will be planted in various public parking lots including Valley View Park, Raccoon River Park and Valley Junction. Prior to submittal, the grant was reviewed and approved by the City's Grant Review Team. The agreement was also reviewed by the Legal Department.

**OUTSTANDING ISSUES:** None.

**RECOMMENDATION:** That the Council approve the Grant Project Cooperative Agreement with the Iowa Department of Natural Resources.

**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:** May 2, 2022

**ITEM:** Motion – Approval of Artists and Artwork Locations – 2022 WDMurals

**FINANCIAL IMPACT:** Expense of \$14,000 for the artist stipends (\$2,000 per new mural) and \$300 for the Best in Show award for a total of \$14,300. This amount is included in the FY 21-22 public art fund.

**BACKGROUND:** The Public Arts Advisory Commission is sponsoring the second, temporary WDMurals exhibit from May of 2022 through March of 2023. The WDMurals Selection Committee meeting was held on Tuesday, March 8, to review and score 37 proposals that were submitted by 21 artists/artist groups from Iowa. For comparison, 12 proposals by 7 artists were submitted for the 2021 WDMurals exhibit.

The selection committee members included: Diane Boyd (Commission member), Ryan Crane (Commission member), Missy Berg (Bicycle Advisory Commission member), David Ball (Citizen), and Tricia Kubicek (Citizen, Artist).

Seven entries were selected to be installed on trail underpass entrance/exit walls. The mural, Wildflower Wonderland, won the 2021 Best in Show Award and will remain in place for the duration of the 2022 WDMurals exhibit. Therefore, four trail underpasses will be the location of 8 (7 new, 1 old) total murals. The committee's recommendations include:

<b>Mural Title</b>	<b>Artist</b>	<b>Location</b>
Hello Sunshine	Emily Lawson with Ally Frame	1
We Tried	Ally Frame	2
Blu Skies	Paxton Williams	3
Escape	Brandon Hopper	4
Eternal Spring	Laura Todd	6
Big Impact	Christie Engelbert	7
People You Meet on the Trail	Cat Rocketship	8

The Public Arts Advisory Commission approved the WDMurals Selection Committee's artist recommendations at the March 24, 2022, meeting.

The seven proposals and agreements are attached for your information. A map of the mural locations is also included. The artists will paint their murals May 3-15, 2022.

**OUTSTANDING ISSUES:** None.

**RECOMMENDATION:** That the Council approve the recommendation of the Public Arts Advisory Commission and the 2022 WDMurals selection committee.

**Lead Staff Member:** Allison Ullestad, Arts, Culture, & Enrichment Supervisor

**STAFF REVIEWS**

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

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

Published In	
Dates(s) Published	

**SUBCOMMITTEE REVIEW** (if applicable)

Committee	PAAC		
Date Reviewed	March 24, 2022		
Recommendation	Yes	No	Split

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

**DATE:** May 16, 2022

**ITEM:** Proclamation – Kids to Parks Day – May 21, 2022

**FINANCIAL IMPACT:** None

**BACKGROUND:** The attached proclamation designates May 21, 2022 as Kids to Parks Day. This proclamation is one way to encourage kids and families to get outdoors and visit parks.

**OUTSTANDING ISSUES:** None

**RECOMMENDATION:** That the Council approve the proclamation designating May 21, 2022, as Kids to Parks Day in West Des Moines.

**Lead Staff Member:** Sally Ortgies

**STAFF REVIEWS**

Department Director	
Appropriations/Finance	
Legal	
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:** May 16, 2022

**ITEM:** Motion – Approval of Iowa DOT Title VI Non-Discrimination Agreement and US Department of Transportation (USDOT) Standard Title VI/Non-Discrimination Assurances DOT Order No. 1050.2A

**FINANCIAL IMPACT:** The agreement and assurances are required to enter into a funding agreement for \$1 million in Federal Community Projects grant funds for the Raccoon River Pedestrian Bridge.

**BACKGROUND:** As a condition to receiving any federal financial assistance from the US DOT, through the Federal Highway Administration (FHWA), the Iowa DOT ensures compliance with all Title VI Non-Discrimination Assurances. The City of West Des Moines, as a sub-recipient of federal financial assistance through the FHWA, is required to renew our Non-Discrimination Assurances and our Non-Discrimination Agreement documents with the Iowa DOT every five years or whenever there is a change in Mayor.

These documents are attached for review and approval.

**OUTSTANDING ISSUES:** None

**RECOMMENDATION:** That the Council approve the Title VI Non-Discrimination Agreement and USDOT Standard Title VI/Non-Discrimination Assurances DOT Order No. 1050.2A.

**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			
Date Reviewed			
Recommendation	Yes	No	Split

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

**DATE:** May 16, 2022

**ITEM:** Motion – Approval of Contract Agreement – MidAmerican Energy Company RecPlex Custodial Services

**FINANCIAL IMPACT:** Expense of \$20,000.00. Payments will be made out of allocated funds in the RecPlex operating budget.

**BACKGROUND:** The Council is asked to approve the agreement with Nationwide Office Care out of Clive, IA for custodial services at the MidAmerican Energy Company RecPlex.

A Request for Proposals was distributed in November 2021, and the City received eight proposals. City staff evaluated and scored all proposals, and Nationwide Office Care was selected as the preferred vendor.

Nationwide Office Care is known for their comparable service and attention to detail with wide reaching clients including Hilton Coliseum-Iowa State University, Iowa Events Center, Valley Stadium, and Xstream Arena.

The agreement includes a variety of custodial services to be performed at the RecPlex including restrooms, windows, bleachers, floors, and general cleaning.


The initial term would start June 1, 2022 and be effective for a period of one year. The City reserves the right to renew this Contract on an annual basis per the same terms and conditions as set forth in the resulting Contract. Annual contract renewals will be limited to five (5) consecutive years.

**OUTSTANDING ISSUES:** None

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

**Lead Staff Member:** Ryan Penning, Assistant Director of Parks and Recreation

**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: May 16, 2022

**ITEM:** Motion – Approval of Contract Agreement – MidAmerican Energy Company RecPlex Landscape Maintenance

**FINANCIAL IMPACT:** Annual expense of \$83,156.00. Payments will be made out of allocated funds in the RecPlex operating budget.

**BACKGROUND:** The Council is asked to approve the agreement with RJ Lawn and Landscape in Waukee, Iowa for landscape maintenance of the MidAmerican Energy Company RecPlex.

A Request for Proposals was distributed in April 2022, and the City received five proposals. City staff evaluated and scored all proposals, and RJ Lawn and Landscape was selected as the preferred vendor.

RJ Lawn and Landscape is known for their quality service and attention to detail with Wellmark Blue Cross Blue Shield, the Village of Ponderosa, and the Wells Fargo Home Mortgage Jordan Creek Campus as current clients.

The agreement includes all landscape maintenance related to the RecPlex including all labor, supervision, equipment, materials, and products needed to manage and maintain the turf, trees, and landscape beds as outlined in the detailed specifications on the attached proposal sheet.

The initial term would start June 1, 2022 and extend through December 31, 2024. At the end of the term, the City reserves the right to renew this Contract on an annual basis per the same terms and conditions as set forth in the resulting Contract. Contract renewals shall be limited to five (5) consecutive years.

**OUTSTANDING ISSUES:** None

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

**Lead Staff Member:** Ryan Penning, Assistant Director of Parks and Recreation

**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



Parks & Recreation CIP Status

5/19/2022

Budgeted	Project	Location	Funding Source	Budget Amount	Status						Status	Notes
					Consultant Proposal	PSA Approved (Council)	Construction Ordered (Council)	Contract Awarded (Council)	Construction	Work Accepted (Council)		
Construction/Design In Progress or Nearly Finalized												
17/18	Sugar Creek Greenway Trail-Phase 1	Sugar Creek Greenway		\$ 300,000	X	X	X	X	X		Substantially Complete	Trail paving substantially complete with only construction access remaining, natives seeded, waiting on acceptance of seeding
18/19				\$ 525,000	X	X	X	X	X			
20/21			LOST	\$ 950,000	X	X	X	X	X			
18/19	Valley Junction Trail Connection Design/Construction	VJ/Levee	GO	\$ 400,000	X	X	X	X	X		Under Construction	Ready to construct / waiting for railroad to install crossings / have received cost estimates for both crossings / bid letting on 6/16 / contract awarded 6/21 / waiting on railroads to install two crossings
18/19	Raccoon River East Pedestrian Bridge Design	Raccoon River Park	GO	\$ 300,000	X	X					Under Design	Construction not budgeted / Capital Campaign kicked off / plans 95% complete
20/21			LOST	\$ 345,000	X	X						
19/20	Single Track Trails	Southwoods Park	GO	\$ 80,000	X	X			X		Under Construction	Request for Bids distributed with bids due 10/20 / bids received under budget / construction scheduled for June 2022
19/20	Restrooms	Railroad Park	GO	\$ 350,000	X	X	X	X	X		Under Construction	Feasibility study complete / taking preferred option to Development Review Team to determine next steps / PSA for construction documents-5/17 / Order Construction anticipated for 9/20 / Went through Historic WDM Master Plan Steering Committee review 9/15 / Bids significantly over budget and estimate / Deferring award of contract until 11/4 / Contract awarded 11/4
19/20	Disc Golf Course Renovation	Southwoods Park	GO	\$ 30,000	X						Under Design	Renovation complete / remaining \$8,000 could be used to begin design of potential expansion / Park Board & staff toured area disc golf courses 9/14/Getting pricing from designers for feasibility study
19/20	Lighted Pickleball Courts (fka Central Site Grading, Utilities, Road)	Valley View Park	GO	\$ 1,400,000			X	X	X		Under Construction	Design kickoff meeting took place / coordinating with WDM Water Works on potential ARS well / funding for construction re-allocated from \$1.4 M budgeted for grading/utilities/road / contract awarded 5/17/21 / construction started week of 6/7
19/20	Road, Parking Construction				X	X	X	X	X		Substantially Complete	
20/21	Lighted Pickleball Courts Design		GO	\$ 75,000	X	X					Complete	
20/21	Fox Creek Greenway Trail Design	Fox Creek Greenway	GO	\$ 50,000	X	X					Under Design	Preliminary design complete / detailed design needed for potential construction of trail by developers through parkland dedication pending
20/21	Phase 6 & 7 (Fields 3 & 4/Parking Lot/Entry) Design	Holiday Park Baseball Complex	GO	\$ 150,000	X	X					Substantially Complete	Project kickoff meeting held 1/13 / additional scope items (architectural services) as amendment to PSA-5/3 / Maintenance building improvements bid letting on 8/25 / Awarding contract 9/20/21
21/22	Phase 6 Construction-Maintenance Building Improvements		GO	\$ 300,000	X	X	X	X	X			
22/23	Phase 7 Construction-Fields 3 & 4		O	\$ 900,000			X	X	X			
20/21	Central Area (Restroom/Playground) Master Plan Update	Raccoon River Park	GO	\$ 75,000	X	X					Under Design	Site analysis being done / background information being pulled together / project kickoff meeting took place 3/10/21 / public input being gathered through electronic and in-person surveys in July / Presented to Park Board in August / PSA approved by Council 2/7
21/22	Demo, Inclusive Playground, Central Area Improvements (Design/First 1/2 of construction)		GO	\$ 750,000	X	X						
20/21	2020 Asphalt Trail Renovation	Jordan Creek-39th to 50th	GO	\$ 712,556	X	X	X	X	X		Substantially Complete	Started construction in September / contractor needs to repair damage to trail near 39th Street
20/21	2021 Court Renovation	Legion (Reconstruct), Willow Springs, Fairmeadows (Resurface)	GO	\$ 338,248	X	X	X	X	X	X	Complete	PSA approved by Council 1/19/21 / kick-off meeting 2/3 / Award contract 5/17 / Pre-con week of 6/7 / plan to begin construction second week of July / All courts under construction in August & September
21/22			GO	\$ 300,000	X	X	X	X	X	X		
20/21	Play Equipment Replacement Design	Peony/Willow Springs/Scenic Valley Park	GO	\$ 100,000	X	X					Under Construction	Design is in progress / plan to bid winter / contract awarded 2/21
21/22	Play Equipment Replacement Construction		GO	\$ 900,000			X	X	X			
20/21	Creek Stabilization/Crossing & Parking Lot Design	Crossroads Park	GO	\$ 75,000	X	X						PSA approved by Council 3/1/21 / In bidding process / Going to Council 9/20 to award contract



21/22	Creek Stabilization/Crossing & Parking Lot Construction		GO	\$ 600,000									Under Construction
			G	\$ 100,000	X	X	X	X	X				
21/22	Concrete Pavement Renovation		GO	\$ 100,000	X	X	X	X	X				
20/21	Fencing/Signage/Repairs	Huston Cemetery	GO	\$ 50,000	In-House	In-House							Under Design
					Consultant Proposal	PSA Approved (Council)	Construction Ordered (Council)	Contract Awarded (Council)	Construction	Work Accepted (Council)	Retainage Paid		Preliminary design complete / working through City approval process / construction planned fall 2021 / delayed due to need for re-zoning
20/21	Woodland Hills Greenway Trail	Woodland Hills Greenway	GO	\$ 400,000	X	X	X	X	X				Under Construction
													Construction documents nearly complete / additional professional services needed for creek stabilization / PSA approved by Council-4/19
21/22	Boat Locker Expansion - Concrete Pad	Raccoon River Park	GO	\$ 75,000	In-House	In-House		X	X		X		Complete
	Boat Locker Expansion - Lockers				In-House	In-House	X	X	X				Construction planned summer 2021 / concrete pad complete / locker shipment delayed by up to one year
													Lockers shipped 4/15
21/22	2021 Concrete Trail Renovation	Various		\$ 300,000	X	X	X	X	X				Under Construction
													PSA for Concrete Trail Renovation going to Council 9/20 /construction summer 2022
21/22	Softball Field Improvements	Holiday Park Girls Softball	GO	\$ 75,000									Under Construction
													Girls softball will complete work and be reimbursed by City / Infield renovation complete & reimbursed to GSA / Warning track remaining to be done
21/22	River Access Design (1st Street)	Raccoon River Greenway	LOSST	\$ 100,000	X	X							Under Design
													Design summer/fall 2021
21/22	Skate Facility Parking Lot & Walkways Design/Construction	Legion Park	GO	\$ 175,000									Under Construction
21/22	Parking Lot Design/Construction	Meadowview Park	GO	\$ 150,000	X	X	X	X	X				Design summer/fall 2021 / Construction start June 2022
	Budgeted / Professional Services Agreement or Construction Contract Not Yet Awarded												
20/21	Park Signage-Phase 2	Various	GO	\$ 200,000	In-House	In-House							
21/22	Park Signage-Phase 3		GO	\$ 170,000	In-House	In-House							
													In-house design nearly complete / going through Minor Mod approval / plan to order construction in October
20/21	Diving Platform	Valley View Aquatic Center	GO	\$ 200,000	X	X							
													Bids allowed to expire per Council directive / could re-bid over winter for spring 2022 construction / F & A approved moving forward with project / will bid with tugboat slide replacement and construct late summer after pool closes
21/22	Median Renovations	Various		\$ 100,000									
													Engineering will handle