

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

**5:30 p.m.
Thursday, August 18, 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 June 16, 2022, Meeting**
- 4. Old Business**
- 5. New Business**
 - A. Discussion – Huston Ridge Park Portable Toilet and Enclosure
 - B. Presentation – Raccoon River Park Playground
 - C. Motion – Approval of Alternate Parkland Dedication Plans
 1. Grace Creek Apartments
 2. Polo Club
- 6. Staff Reports**
 - A. Superintendent of Parks
 - B. Assistant Director of Parks & Recreation
 - C. 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, June 16, 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, June 16, 2022, 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 phone in

Commission	Linda Lowe	Melissa Clarke-Wharff			
Present	X	X			

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

On Item 1. Call to Order/Approval of Agenda

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

On Item 2. Citizen Forum

None.

On Item 3. Approval of Minutes of May 19, 2022, Meeting

Clarke-Wharff moved to approve the minutes as presented. Miller seconded. Motion carried unanimously.

On Item 4 Old Business

None.

New Business

On Item 5A. - Public Hearing -Updated Master Parks and Trails Plans

Schebel stated this is the time and place for a public hearing to consider the Recommendation to Planning and Zoning Commission and City Council to Approve Updated Master Parks and Trails Plans, initiated by the City of West Des Moines.

Schebel asked if any written comments to this hearing? Ortgies stated there had not.

At this time, the Board heard verbal comments from the audience.

Keith Acheson, 1609 Army Post Road, stated concerns regarding the dotted line on the plan referencing the proposed trail which intersects his property. Ortgies provided a visual of Acheson's concerns on the map and stated that the proposed trail is not planned to cross Acheson's property and plans are based on potential future development and are solely for planning purposes. Orion Nauman, 4900 Pleasant Street, Unit 6, stated he is in support of the addition of the proposed Ashworth and Westtown Parkway trails. He asked for clarification of the markings on the plans around Crossroads Park.

Schebel stated with no further comments, she declared the Public Hearing closed.

Miller moved to approve the Recommendation to the Planning and Zoning Commission and City Council to approve updated Master Parks and Trails Plans. Clarke-Wharff seconded. Motion carried unanimously.

On Item 5B. Motion – Approval of Southwoods Disc Golf Expansion Plan

Ortgies stated that the discussion of the Southwoods Disc Golf expansion this has been going on since January 2021. Kevin Conn, Landscape Architect, provided a background on the project. Avery Jenkins, a world champion disc golfer and course designer, has prepared a new course route and design, and staff has received bids for under-brush and tree removals from new fairways. If this plan is approved by the Board, removals would be scheduled to begin in late July. Construction of new concrete t-pads and installation of new baskets would follow with completion in the fall. Ortgies stated \$75,000 was budgeted and should cover the cost of the project depending on the bids received for tree removal and tee pads. The proposed design has been coordinated with the single-track trail that is being installed. Penning stated that installation could elevate potential revenue and interest in the area. Miller questioned if a plan will be implemented to prevent invasive species growth in the new fairways. Conn worked with Paul Tauke, Urban Forestry Supervisor, to determine what will be required to limit regrowth of vegetation. Penning questioned if leagues were common for disc golf. Ortgies stated the department anticipates concerns from the community when clearing takes place and will be proactive in communicating the removal of the invasive species. Also, there are homes that are near one of the new holes and direct mailings will be sent to these homeowners. Lowe questioned if the course is reservable and Ortgies stated that currently leagues could just come and use it. Ortgies stated that potential fees could be discussed in the future. Conn shared that there are no “pay to play” courses in Iowa. If an event will interfere with the public use, it would be considered a Special Event and must go through the permit approval process. The cost of future maintenance could determine if a fee is charged.

Clarke-Wharff moved to approve the Southwoods Disc Golf Expansion Plan. Sewell seconded. Motion carried unanimously

Staff Reports

On Item 6A. Assistant Director of Parks and Recreation

Penning stated that aquatic center revenue and attendance is tracking with last year. The Progression Celebration is Tuesday, June 21. The RecPlex hosted two large events: Iowa Methodist Church Annual Conference and the Iowa Home School Conference. The Des Moines Buccaneers tryouts are taking place this week. Staff was able to make ice in 48 hours versus the normal 7-10 day process so the tryouts could occur. Summer programming is in full swing. Holiday Park and Raccoon River Park fields have seen an increase of concession revenue and games. The Fall Program Guide will be delivered to residents in late July with registration starting on August 2. There are 35 new programs that will be offered. We had a significant increase of revenue in both programming and adult leagues for this summer.

On Item 6C. Director of Parks and Recreation

Ortgies stated performance reviews and merit increases are occurring and need to be completed prior to June 30. The Public Fundraising Campaign for the Athene Pedestrian Bridge was launched on June 4. Ortgies did an interview with the *Business Record* and the project will be part of a cover story article published in mid-July.

On Item 7. Other Matters

None.

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

A. City Council Communications

- June 6, 2022 Resolution – Approval of Public Highway At-Grade Crossing Agreements 9th Street and 11th Street Trail Crossing
- June 6, 2022 Motion – Approval of Agreement Addendum – Raccoon River Park Softball Complex – Formaro’s Stuffed
- June 6, 2022 Resolution – Award Construction Contract – MidAmerican Energy Company RecPlex – Mezzanine Furniture
- June 6, 2022 Motion – Approval of Professional Services Agreement Amendment #1 – Raccoon River Greenway, Parking Lot and River Access at 1st Street
- June 6, 2022 Motion – Approval of Professional Services Agreement Amendment #1 – Playground Equipment Replacement – Peony Park, Scenic Valley Park and Willow Springs Park

B. Parks CIP Projects Status

Sewell moved to adjourn the meeting. Lowe seconded. Motion carried unanimously. Meeting adjourned at 6:31 p.m.

Respectfully submitted,

Miranda Kurtt
Administrative Secretary

ATTEST:

Aaron Sewell
Vice Chair

WEST DES MOINES PARKS & RECREATION ADVISORY BOARD MEETING COMMUNICATION

DATE: August 18, 2022

ITEM: Discussion – Huston Ridge Park Portable Toilet and Enclosure

FINANCIAL IMPACT: The cost to add screening to the existing enclosure is estimated at \$2,500 and annual cost to rent and service a portable toilet is approximately \$700. The estimated cost of constructing permanent restrooms is \$200,000 to \$250,000. Annual on-going expenses include contract custodial services for cleaning and stocking of supplies.

BACKGROUND: Staff was contacted in April by Mr. Joseph Davidson with concerns regarding the appearance of a portable toilet and enclosure that had recently been installed in Huston Ridge Park (8455 Coachlight Drive). A copy of email correspondence is attached (Attachment A). Mr. Davidson also communicated his concerns with Councilman Matt McKinney (Attachment B).

Councilman McKinney reached out to the Silverwood Homeowners Association for further feedback on the issue. A letter from the HOA is attached (Attachment C) for your information. The Facilities Committee met on July 13 and had preliminary discussion.

As background, Huston Ridge Park is classified as a Neighborhood Mini-Park in the Parks Master Plan. This type of park is smaller in size and serves a smaller service area of one-half mile. The classification also does not require the installation of permanent restrooms. However, plans for Neighborhood Mini-Parks do include a location for a portable toilet to accommodate any requests that may arise from park users for toilet facilities. A portable toilet enclosure was shown on the site plan for Huston Ridge Park that was approved by the Board, Planning & Zoning Commission, and City Council.

Two other Neighborhood Mini-Parks - Kiwanis Park and Pinedale Park - have portable toilets and enclosures. The toilet and enclosure in Huston Ridge Park is consistent with

When requests started coming in last year for a portable toilet, department staff worked with the Public Services Department to construct the enclosure over the winter, and it was installed in the spring of 2022. Plans were also made to install landscaping around the north and east sides of the enclosure (Attachment D).

The portable toilet and enclosure in Huston Ridge Park are consistent with those in the two other Neighborhood Mini-Parks – Kiwanis Park and Pinedale Park. If the toilet and enclosure were removed, it would create an inconsistency in level of service provided to park users. The request from the Silverwood HOA to install a permanent single-stall restroom would also be inconsistent and set a precedent for installing permanent restrooms in all Neighborhood Mini-Parks. The cost of a permanent restroom, estimated at \$200,000 to \$250,000, also must be considered.

RECOMMENDATION: Discussion item only. The Board is asked to discuss the concerns raised by Mr. Davidson and the request made by the Silverwood Homeowners Association, as well as hear any feedback from residents who may be in attendance.

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



FW: [EXT] Huston Ridge park structure

Sadler, David <David.Sadler@wdm.iowa.gov>

Mon 5/16/2022 8:05 AM

To: Ortgies, Sally <Sally.Ortgies@wdm.iowa.gov>

FYI so you're aware if/when this comes through a City Council person.

-----Original Message-----

From: joseph.e.davidson@gmail.com <joseph.e.davidson@gmail.com>

Sent: Sunday, May 15, 2022 11:25 PM

To: Sadler, David <David.Sadler@wdm.iowa.gov>

Cc: WDM Parks & Rec <ParkRec@wdm.iowa.gov>

Subject: Re: [EXT] Huston Ridge park structure

Hi David,

I appreciate your response and your transparency. I don't have any complaints with you or against the parks and rec department – I totally get that you guys are just executing on a previously determined plan. I also understand the rationale behind the decision but there's a lot of people nearby who are not happy with it.

I will try to reach out to whichever elected official can help with this. I don't want to cause you guys any trouble or make any additional work. I'm hoping we can just remedy this thing easily.

Thanks again!

Joe

> On May 9, 2022, at 4:02 PM, Sadler, David <David.Sadler@wdm.iowa.gov> wrote:

>

> Joe,

>

> This is a tough situation. The port-a-pot was shown and approved on the original site plan for the park, and we have people who use the park requesting to have it. So if we remove it at your request, we're still going to have people requesting to have it. I understand you do not like it, and I'm truly sorry. But my answer is that we need the facility for the use by the general public. I guess you always have the right to take it to your elected official if you want to go that route. They will ask me for the background and I will give them this same information, and they certainly have the right to direct me otherwise.

>

> Not sure if this will help your concern, but I would be willing to place some additional landscape around the enclosure to help screen it. We are replacing a few trees in this park, so could add some landscaping at that time. Obviously it will not completely hide it, but the landscaping would help screen some of the views. Please let me know if this is something you think would help.

>

>

>

> David Sadler, Superintendent of Parks
> City of West Des Moines
> david.sadler@wdm.iowa.gov / (515) 222-3456

>
>
>

> -----Original Message-----

> From: joseph.e.davidson@gmail.com <joseph.e.davidson@gmail.com>

> Sent: Tuesday, April 26, 2022 8:51 PM

> To: Sadler, David <David.Sadler@wdm.iowa.gov>

> Cc: WDM Parks & Rec <ParkRec@wdm.iowa.gov>

> Subject: Re: [EXT] Huston Ridge park structure

>

> Hi David,

>

> Thanks for replying and the information. Is there any route for appealing this or getting the city to reconsider?

>

> The toilet just looks really bad. It used to be such a nice playground and now it has a big portable toilet sitting there. Plus the houses surrounding the playground are very nice (likely \$500K range or above). Having a portable toilet in that neighborhood looks really misplaced - it doesn't align with the quality of the area. I also imagine this is going to severely lower the property values of the homes nearby.

>

> Would there be any way to get this decision changed? Any insight or recommendations would be appreciated.

>

> Thanks again!

> Joe

>

>> On Apr 5, 2022, at 5:05 PM, Sadler, David <David.Sadler@wdm.iowa.gov> wrote:

>>

>> Joe,

>>

>> This is the enclosure for a portable toilet. The enclosure was part of the original site plan for the park (see attached) but had not been installed. Huston Ridge Park is classified as a mini-park, and we don't provide full restroom facilities in mini-parks due to park size and service area. However, we do provide locations for portable toilets in case the need arises. Last year we received quite a few requests for the portable facility at this park and thus why we're in the process of installing the enclosure. Please let me know if you have any further questions.

>>

>>

>> Thanks,

>>

>> David Sadler, Superintendent of Parks City of West Des Moines

>> david.sadler@wdm.iowa.gov / (515) 222-3456

>>

>>

>>

>>

>> -----Original Message-----

>> From: WDM Parks & Rec <ParkRec@wdm.iowa.gov>

>> Sent: Tuesday, April 5, 2022 3:56 PM

>> To: Sadler, David <David.Sadler@wdm.iowa.gov>

>> Subject: FW: [EXT] Huston Ridge park structure

>>

>>

>>

>> Tina Tate

>> Secretary

>> West Des Moines Parks and Recreation

>> PO Box 65320

>> 4200 Mills Civic Parkway, Suite 1B

>> West Des Moines, IA 50265

>> 515-222-3444 Office

>>

>> "We provide our community everyday enjoyment through people, parks, and programs."

>>

>> -----Original Message-----

>> From: joseph.e.davidson@gmail.com <joseph.e.davidson@gmail.com>

>> Sent: Tuesday, April 5, 2022 10:35 AM

>> To: WDM Parks & Rec <ParkRec@wdm.iowa.gov>

>> Subject: [EXT] Huston Ridge park structure

>>

>> Hello,

>>

>> I noticed a new structure going in at Houston Ridge Park. Is there a way to determine what that is?
Just wondering.

>>

>> Thanks!

>> Joe

Fwd: [EXT] Huston Ridge Park

McKinney, Matthew <matthew.mckinney@wdm.iowa.gov>

Fri 5/20/2022 9:27 AM

To: Ortgies, Sally <Sally.Ortgies@wdm.iowa.gov>; Trimble, Russ <Russ.Trimble@wdm.iowa.gov>; Hardman, Renee <renee.hardman@wdm.iowa.gov>; Hadden, Tom <tom.hadden@wdm.iowa.gov>; Hudson, Greg <greg.hudson@wdm.iowa.gov>

Sally, I have not had a chance to visit the park myself yet, but curious as to whether this is a standard setup. I've spent hours at this neighborhood park w/ my kiddos and agree with Mr. Davidson that this isn't a good look. Anything we can do? It is a small neighborhood and most houses are within a few blocks such that a very high % of users are homeowners within close walking distance. I know the park "serves" a larger area. Just curious what, if anything we can do. Thank you, Matt

Sent from my iPhone

Begin forwarded message:

From: joseph.e.davidson@gmail.com

Date: May 20, 2022 at 8:19:17 AM MDT

To: "McKinney, Matthew" <matthew.mckinney@wdm.iowa.gov>

Subject: Re: [EXT] Huston Ridge Park

You bet. Attached is a photo I took this morning. Let me know if I can provide any additional info.

Thank you!



> On May 19, 2022, at 9:48 PM, McKinney, Matthew <matthew.mckinney@wdm.iowa.gov> wrote:

>

> Thank you, Joe. I appreciate you reaching out and understand your concern. Do you happen to have a photo you can share? I am returning to West Des Moines on Sunday and could drive by and check it out as well, but if in the meantime you could share a photo that could prove helpful. Thank you for reaching out. Matt

>

>

>> On May 17, 2022, at 10:51 AM, joseph.e.davidson@gmail.com wrote:

>>

>> Hello Matthew,

>>

>> I have a issue and I am wondering if you're the right person to contact. We live near a small playground, Huston Ridge Park - about a mile west of Jordan Creek Mall. It was a nice little playground - perfect for the families in the surrounding neighborhoods.

>>

>> About a month ago they installed a porta-potty in the playground area. It looks completely out of place and doesn't fit the aesthetic of the neighborhood at all. The homes surrounding the playground are in the \$500K to \$600K+ range. They're beautiful homes and the playground was a wonderful compliment to the area. Now there's a large porta-potty sitting there. It's an eyesore. I've spoken with a number of people who live in the homes nearby and nobody is happy with the addition. Having a porta-potty in the middle of your neighborhood would be annoying even in a temporary capacity, and this is supposedly a

permanent addition?

>>

>> I reached out to the West Des Moines Parks and Rec Department. Unfortunately they are simply adhering to previously pre-determined plans. They recommended I reach out to an elected official so that's what I'm doing now. Please let me know what we can do to get this thing removed.

>>

>> Thanks!

>>

>> Joe

>

SILVERWOOD HOMEOWNERS ASSOCIATION

June 10, 2022

West Des Moines Parks and Recreation
4200 Mills Civic Parkway
#1B
West Des Moines IA 50265

To Whom It May Concern:

The Silverwood Homeowners Association would like to see modifications on the current porta-potty setup located at Huston Ridge Park, Coachlight Drive. Barring removal of the porta-potty, we would like to see

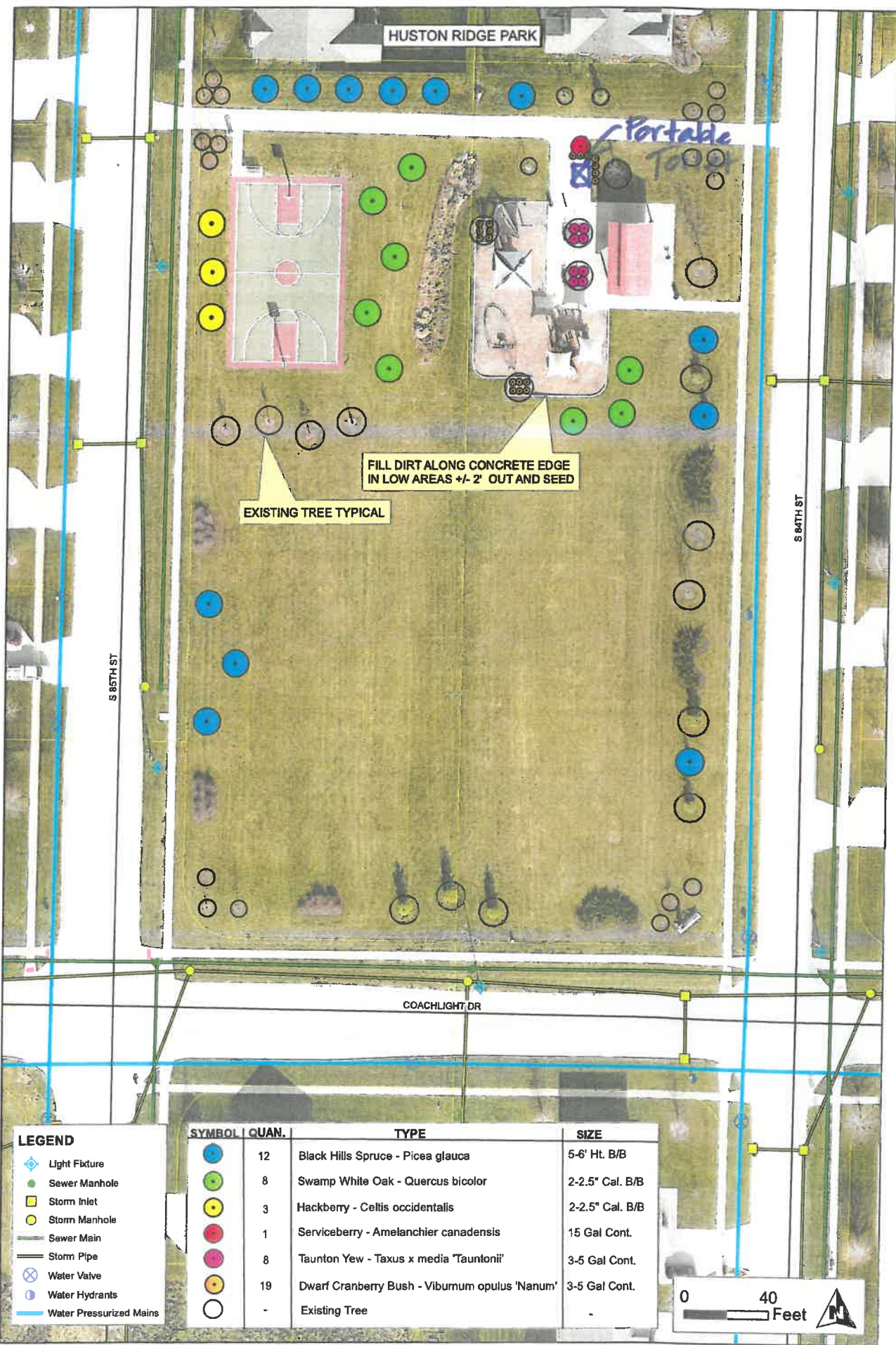
- additional fencing to block the porta-potty from view (currently there is only fencing on 3 sides, and it is not tall enough to block the porta-potty from view)
- installation of a permanent single stall bathroom

Thank you for your cooperation on this matter.

Sincerely,

Cynthia D King

Cynthia King, Community Manager
West Property Management

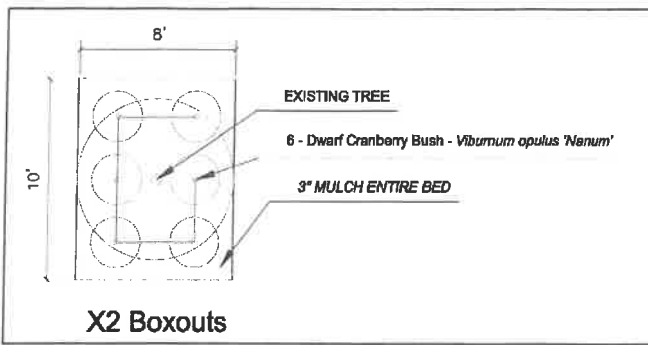


LEGEND

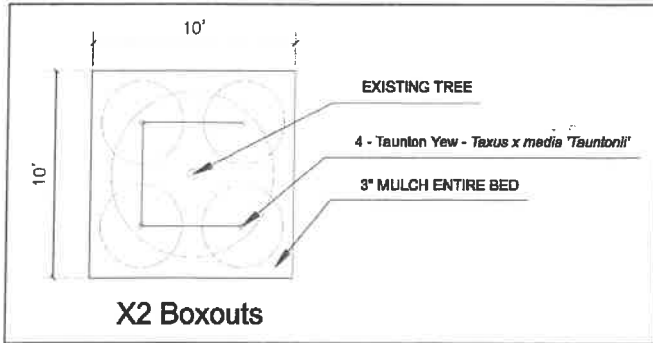
- Light Fixture
- Sewer Manhole
- Storm Inlet
- Storm Manhole
- Sewer Main
- Storm Pipe
- Water Valve
- Water Hydrants
- Water Pressurized Mains

SYMBOL	QUAN.	TYPE	SIZE
	12	Black Hills Spruce - <i>Picea glauca</i>	5-6' Ht. B/B
	8	Swamp White Oak - <i>Quercus bicolor</i>	2-2.5" Cal. B/B
	3	Hackberry - <i>Celtis occidentalis</i>	2-2.5" Cal. B/B
	1	Serviceberry - <i>Amelanchier canadensis</i>	15 Gal Cont.
	8	Taunton Yew - <i>Taxus x media 'Tauntonii'</i>	3-5 Gal Cont.
	19	Dwarf Cranberry Bush - <i>Viburnum opulus 'Nanum'</i>	3-5 Gal Cont.
	-	Existing Tree	-

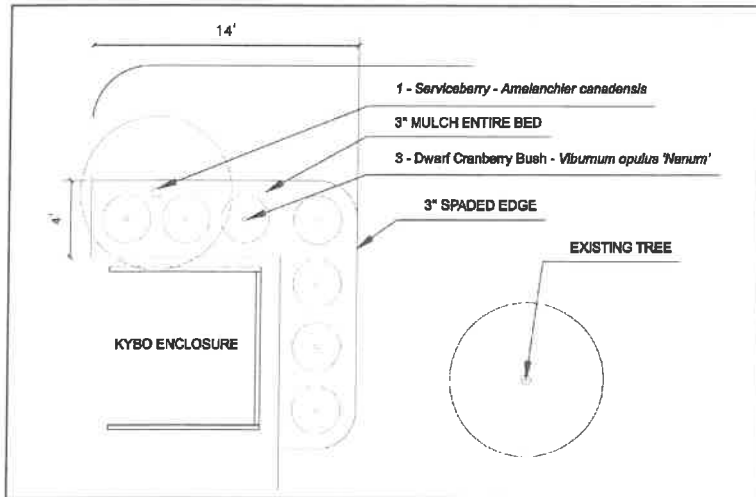




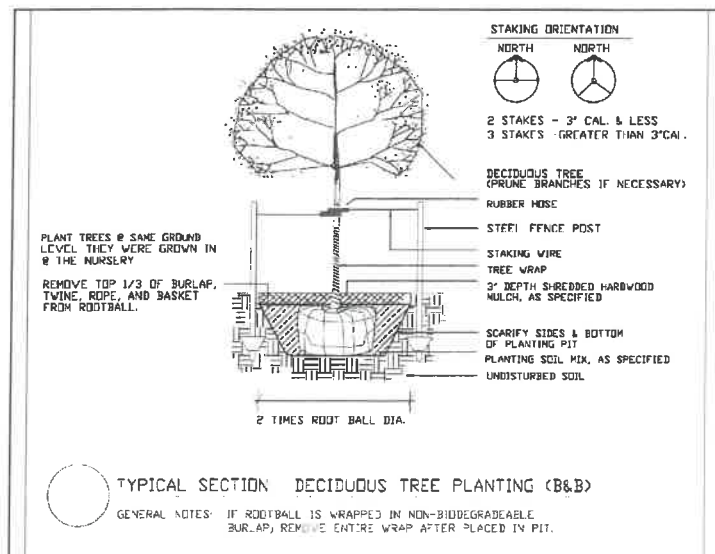
8 X 10 PLANTING BED



10 X 10 PLANTING BED



KYBO ENCLOSURE PLANTING BED



SHEET 2	TITLE PLANTING DETAILS	SCALE	DRAWN: CRL	HUSTON RIDGE PARK	DATE 5/10/2022	MARKED BY	BY		CITY OF HOUSTON DEPARTMENT OF PARKS AND RECREATION 4300 HILLS CIRCLE, FRY'S CREEK, HOUSTON, TX 77030 WWW.HOUSTONTX.GOV
			REVIEWED: DS						

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

DATE: August 18, 2022

ITEM: Presentation – Raccoon River Park Playground – Genus Landscape Architects

FINANCIAL IMPACT: None.

SYNOPSIS: Dylan Jones, a landscape architect with Genus Landscape Architects will be making a presentation to the Board regarding the playground replacement at Raccoon River Park.

BACKGROUND: In August of 2021, Brett Douglas, a landscape architect and principal with Genus Landscape Architects made a presentation to the Board regarding planning efforts related to the central core area of Raccoon River Park. Raccoon River Park has long been the City's most visible and highly used park and has evolved since the original park master plan was developed 30 years ago. The facilities in the central area of the park including the beach, Coneflower & Biddle shelters, restroom building, parking area, and playground have been some of the most heavily used. This area of the park hosts thousands of visitors each year with an increasing number of shelter rentals and a wide variety of special events. Much of the area is beginning to show signs of age and impact from overall high use, the sprayground has not been operational for several years, and the play equipment is nearing the end of its useful life. The master planning process analyzed this entire central area, identified how it is currently used, and looked at a variety of ways to better serve park users. The consultant team utilized stakeholder guidance from a variety of city staff, along with a public input process to guide direction for the master plan. Utilizing information obtained from the master planning process, a more detailed plan for the playground area has been developed. This presentation will review the plans related to the replacement of the existing play equipment with a new inclusive playground.

RECOMMENDATION: Presentation only, no action to be taken.

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



WEST DES MOINES PARKS & RECREATION ADVISORY COMMITTEE MEETING COMMUNICATION

DATE: August 18, 2022

ITEM: Motion – Approval of Alternate Plans for Parkland Dedication – Grace Creek Apartments

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 Grace Creek Apartments, a proposed apartment development located at 8710 Ashworth Road (See Vicinity Map). The development is served by an existing neighborhood park (Brookview Park). The development consists of 34 apartments which results in a requirement of 0.36 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 multiple on-site open space areas with concrete sitting areas, fixed tables with umbrellas, grill, trash receptacles and benches. 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 Grace Creek Apartments.

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

VICINITY MAP



ATTACHMENT A

PARKLAND DEDICATION REQUIREMENTS

8/8/2022

Project Location: Developer:

**8710 Ashworth
Road-Grace Creek
Apartments** Tim Mauro - CT
Development

	# 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			
TOTAL	0		0			
<u>Single Family Attached</u>						
Description: Townhome/Condos	0	1.63	0			
TOTAL	0		0			
<u>Multifamily Unit</u>						
Description: Apartments	34	1.73	58.82			
TOTAL	34		58.82			
TOTAL POPULATION			58.82	0.05882	2.39	3.76
Park Dedication (Acres)			0.14			
Greenway Dedication (Acres)			0.22			
TOTAL DEDICATION (Acres)			0.36			

Notes: Calculations taken from Site Plan dated August 04, 2022

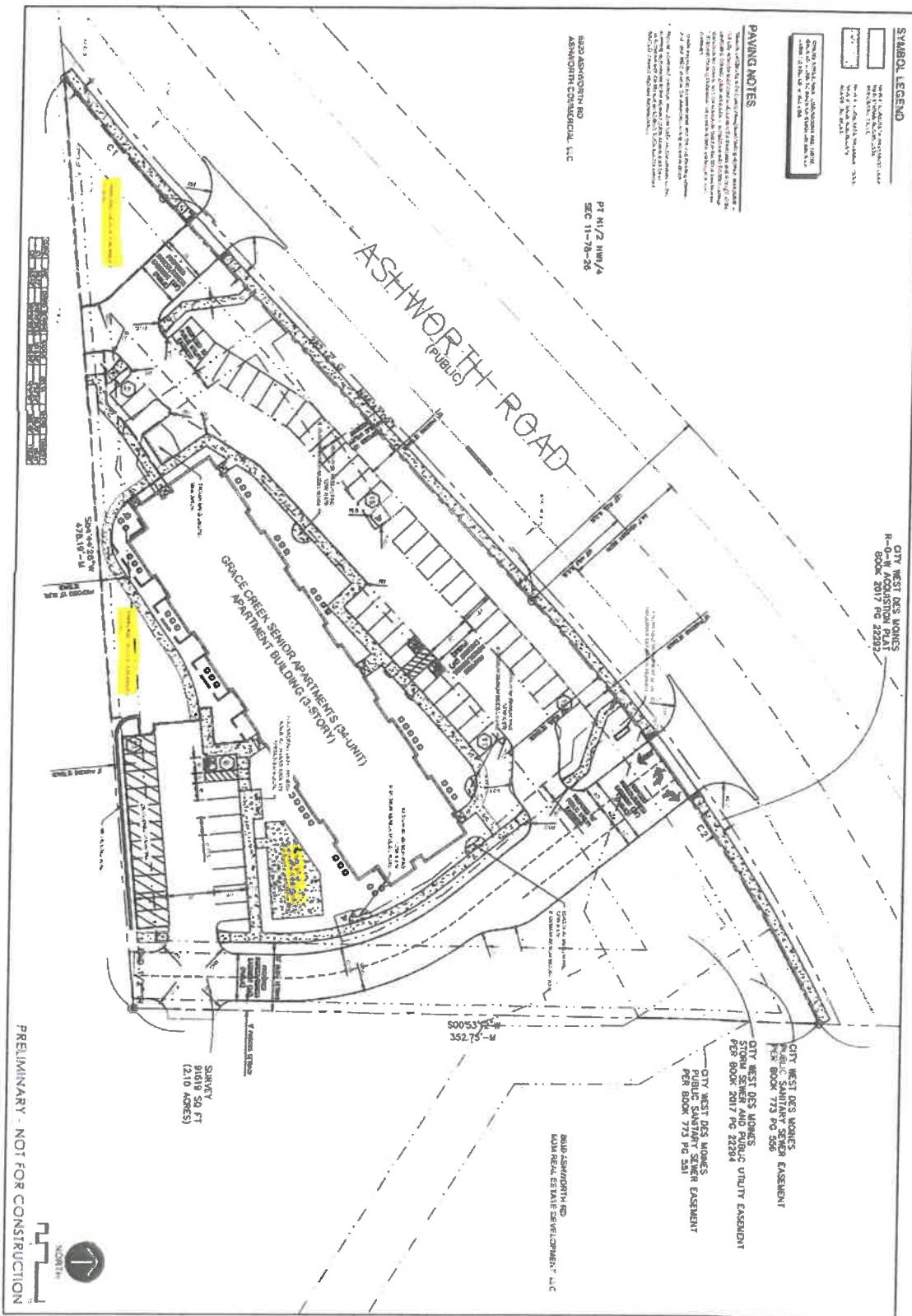
Total Dedication Requirement (Acres)	0.36
Less on-site parkland areas #1 & #2 (Acres)	-0.20
Deficient acreage	0.16
x current sales price / Acre (\$325,900 / 2.1 AC)	\$155,190
Deficient acreage in dollars	\$24,830

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

Parkland Dedication Amenities

Concrete Seating Area = 1,100 SF x \$6	\$6,600
1 ADA and 1 Regular Fixed Tables Sets with Umbrellas = 2 x \$4,000	\$8,000
1 Fixed Park Grill	\$400
1 Trash Receptacle	\$250
Concrete Bench Pads = 4 x 72 SF = 288 SF x \$6	\$1,728
6' Dumor Bench Model 93-60 = 4 x \$2,000	\$8,000
TOTAL	\$24,978

ATTACHMENT B



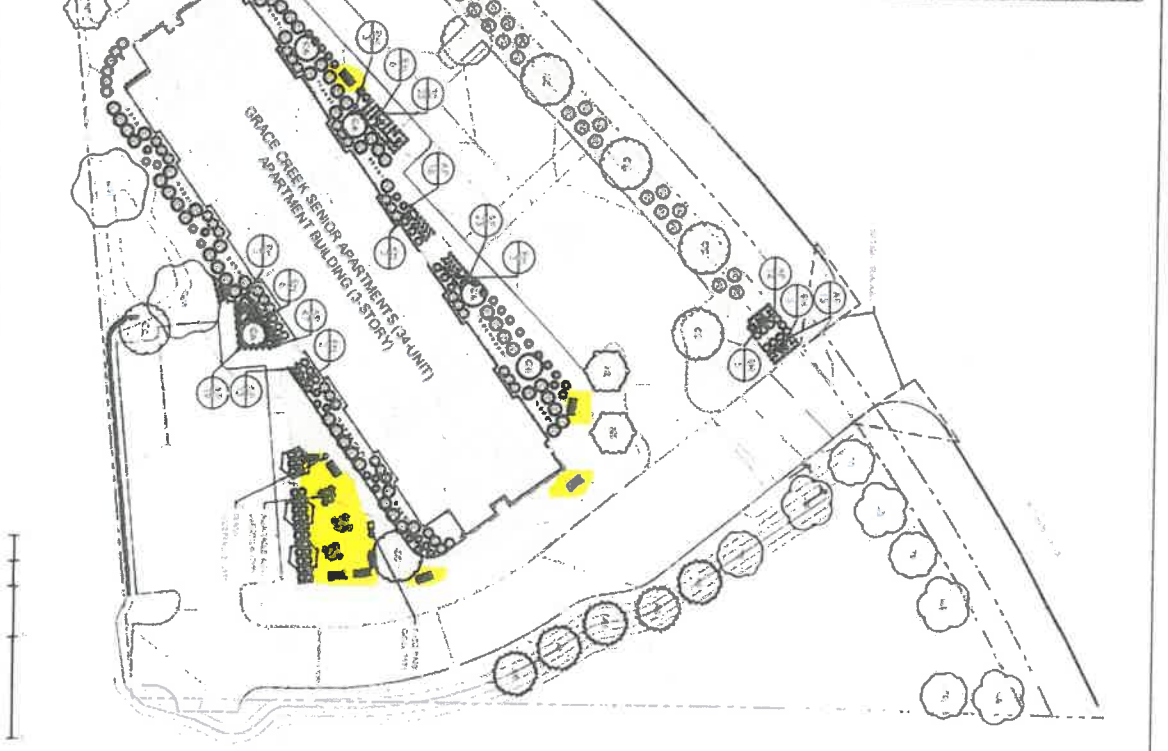
PRELIMINARY - NOT FOR CONSTRUCTION

C20

GRACE CREEK



NO.	DESCRIPTION	QUANTITY	UNIT	AMOUNT	TOTAL
1	CONCRETE	100	YD	100	100
2	CEMENT	100	YD	100	100
3	STEEL	100	YD	100	100
4	BRICK	100	YD	100	100
5	ROOFING	100	YD	100	100
6	PAINT	100	YD	100	100
7	PLASTER	100	YD	100	100
8	GLASS	100	YD	100	100
9	INSULATION	100	YD	100	100
10	MECHANICAL	100	YD	100	100
11	ELECTRICAL	100	YD	100	100
12	PLUMBING	100	YD	100	100
13	LANDSCAPING	100	YD	100	100
14	CONCRETE	100	YD	100	100
15	CEMENT	100	YD	100	100
16	STEEL	100	YD	100	100
17	BRICK	100	YD	100	100
18	ROOFING	100	YD	100	100
19	PAINT	100	YD	100	100
20	PLASTER	100	YD	100	100
21	GLASS	100	YD	100	100
22	INSULATION	100	YD	100	100
23	MECHANICAL	100	YD	100	100
24	ELECTRICAL	100	YD	100	100
25	PLUMBING	100	YD	100	100
26	LANDSCAPING	100	YD	100	100
27	CONCRETE	100	YD	100	100
28	CEMENT	100	YD	100	100
29	STEEL	100	YD	100	100
30	BRICK	100	YD	100	100
31	ROOFING	100	YD	100	100
32	PAINT	100	YD	100	100
33	PLASTER	100	YD	100	100
34	GLASS	100	YD	100	100
35	INSULATION	100	YD	100	100
36	MECHANICAL	100	YD	100	100
37	ELECTRICAL	100	YD	100	100
38	PLUMBING	100	YD	100	100
39	LANDSCAPING	100	YD	100	100
40	CONCRETE	100	YD	100	100
41	CEMENT	100	YD	100	100
42	STEEL	100	YD	100	100
43	BRICK	100	YD	100	100
44	ROOFING	100	YD	100	100
45	PAINT	100	YD	100	100
46	PLASTER	100	YD	100	100
47	GLASS	100	YD	100	100
48	INSULATION	100	YD	100	100
49	MECHANICAL	100	YD	100	100
50	ELECTRICAL	100	YD	100	100
51	PLUMBING	100	YD	100	100
52	LANDSCAPING	100	YD	100	100
53	CONCRETE	100	YD	100	100
54	CEMENT	100	YD	100	100
55	STEEL	100	YD	100	100
56	BRICK	100	YD	100	100
57	ROOFING	100	YD	100	100
58	PAINT	100	YD	100	100
59	PLASTER	100	YD	100	100
60	GLASS	100	YD	100	100
61	INSULATION	100	YD	100	100
62	MECHANICAL	100	YD	100	100
63	ELECTRICAL	100	YD	100	100
64	PLUMBING	100	YD	100	100
65	LANDSCAPING	100	YD	100	100
66	CONCRETE	100	YD	100	100
67	CEMENT	100	YD	100	100
68	STEEL	100	YD	100	100
69	BRICK	100	YD	100	100
70	ROOFING	100	YD	100	100
71	PAINT	100	YD	100	100
72	PLASTER	100	YD	100	100
73	GLASS	100	YD	100	100
74	INSULATION	100	YD	100	100
75	MECHANICAL	100	YD	100	100
76	ELECTRICAL	100	YD	100	100
77	PLUMBING	100	YD	100	100
78	LANDSCAPING	100	YD	100	100
79	CONCRETE	100	YD	100	100
80	CEMENT	100	YD	100	100
81	STEEL	100	YD	100	100
82	BRICK	100	YD	100	100
83	ROOFING	100	YD	100	100
84	PAINT	100	YD	100	100
85	PLASTER	100	YD	100	100
86	GLASS	100	YD	100	100
87	INSULATION	100	YD	100	100
88	MECHANICAL	100	YD	100	100
89	ELECTRICAL	100	YD	100	100
90	PLUMBING	100	YD	100	100
91	LANDSCAPING	100	YD	100	100
92	CONCRETE	100	YD	100	100
93	CEMENT	100	YD	100	100
94	STEEL	100	YD	100	100
95	BRICK	100	YD	100	100
96	ROOFING	100	YD	100	100
97	PAINT	100	YD	100	100
98	PLASTER	100	YD	100	100
99	GLASS	100	YD	100	100
100	INSULATION	100	YD	100	100



APPENDIX A

GRACE CREEK SENIOR APARTMENTS (34 UNIT)

APPENDIX B

GRACE CREEK SENIOR APARTMENTS (34 UNIT)

APPENDIX C

GRACE CREEK SENIOR APARTMENTS (34 UNIT)

APPENDIX D

GRACE CREEK SENIOR APARTMENTS (34 UNIT)

APPENDIX E

GRACE CREEK SENIOR APARTMENTS (34 UNIT)

APPENDIX F

GRACE CREEK SENIOR APARTMENTS (34 UNIT)

APPENDIX G

GRACE CREEK SENIOR APARTMENTS (34 UNIT)

APPENDIX H

GRACE CREEK SENIOR APARTMENTS (34 UNIT)

APPENDIX I

GRACE CREEK SENIOR APARTMENTS (34 UNIT)

APPENDIX J

GRACE CREEK SENIOR APARTMENTS (34 UNIT)

APPENDIX K

GRACE CREEK SENIOR APARTMENTS (34 UNIT)

APPENDIX L

GRACE CREEK SENIOR APARTMENTS (34 UNIT)

APPENDIX M

GRACE CREEK SENIOR APARTMENTS (34 UNIT)

APPENDIX N

GRACE CREEK SENIOR APARTMENTS (34 UNIT)

APPENDIX O

GRACE CREEK SENIOR APARTMENTS (34 UNIT)

APPENDIX P

GRACE CREEK SENIOR APARTMENTS (34 UNIT)

APPENDIX Q

GRACE CREEK SENIOR APARTMENTS (34 UNIT)

APPENDIX R

GRACE CREEK SENIOR APARTMENTS (34 UNIT)

APPENDIX S

GRACE CREEK SENIOR APARTMENTS (34 UNIT)

APPENDIX T

GRACE CREEK SENIOR APARTMENTS (34 UNIT)

APPENDIX U

GRACE CREEK SENIOR APARTMENTS (34 UNIT)

APPENDIX V

GRACE CREEK SENIOR APARTMENTS (34 UNIT)

APPENDIX W

GRACE CREEK SENIOR APARTMENTS (34 UNIT)

APPENDIX X

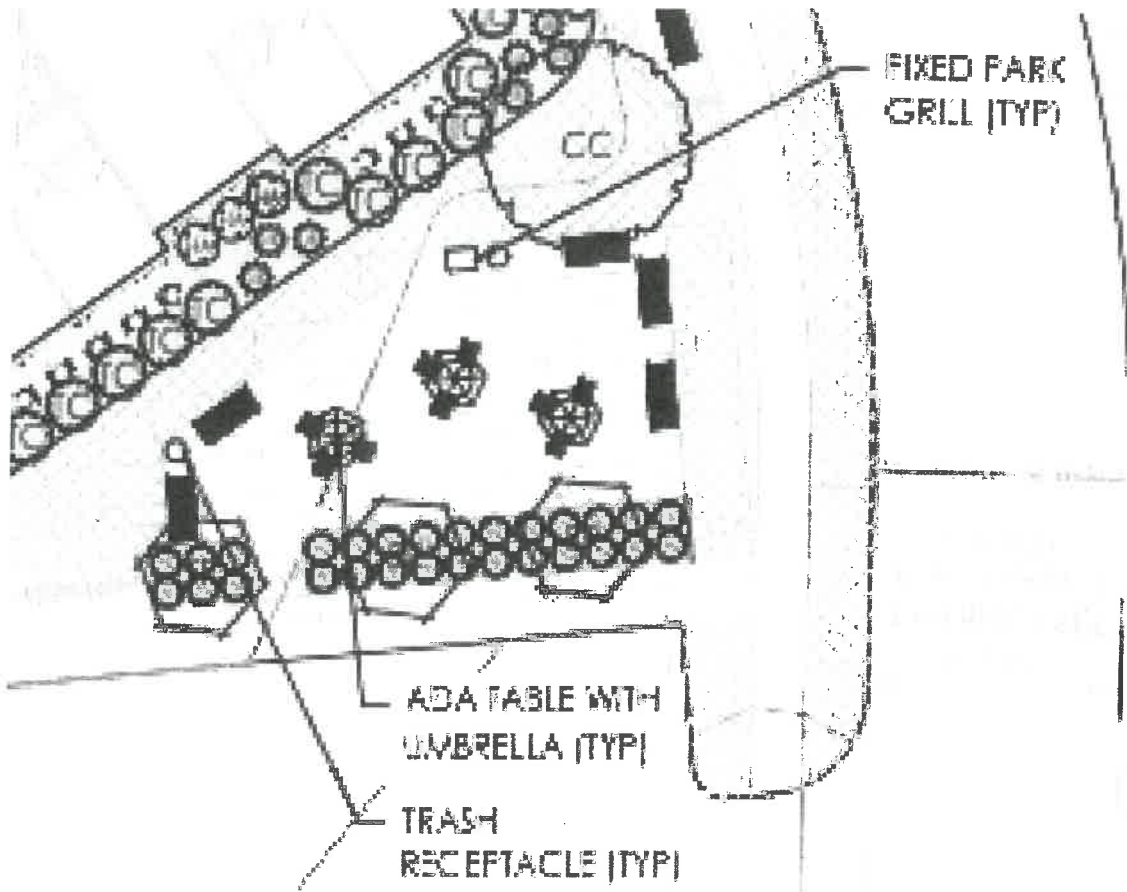
GRACE CREEK SENIOR APARTMENTS (34 UNIT)

APPENDIX Y

GRACE CREEK SENIOR APARTMENTS (34 UNIT)

APPENDIX Z

GRACE CREEK SENIOR APARTMENTS (34 UNIT)



FIXED PARK
GRILL (TYP)

ADA TABLE WITH
UMBRELLA (TYP)

TRASH
RECEFTACLE (TYP)

WEST DES MOINES PARKS & RECREATION ADVISORY COMMITTEE MEETING COMMUNICATION

DATE: August 18, 2022

ITEM: Motion – Approval of Alternate Plans for Parkland Dedication – Polo Club Apartment Expansion

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 Polo Club Apartment Expansion, a proposed apartment expansion located at 6201 EP True Parkway (See Vicinity Map). The development is served by multiple existing neighborhood parks (Wild Rose Park, Willow Springs Park, Peony Park and Meadowview Park). The development consists of the addition of 26 apartments which results in a requirement of 0.28 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 on-site open space with a concrete trail (connection to Jordan Creek Trail), sitting areas, picnic tables and associated landscaping. These improvements will serve a park and recreational purpose solely for the residents of this development by providing an outdoor recreating space (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.

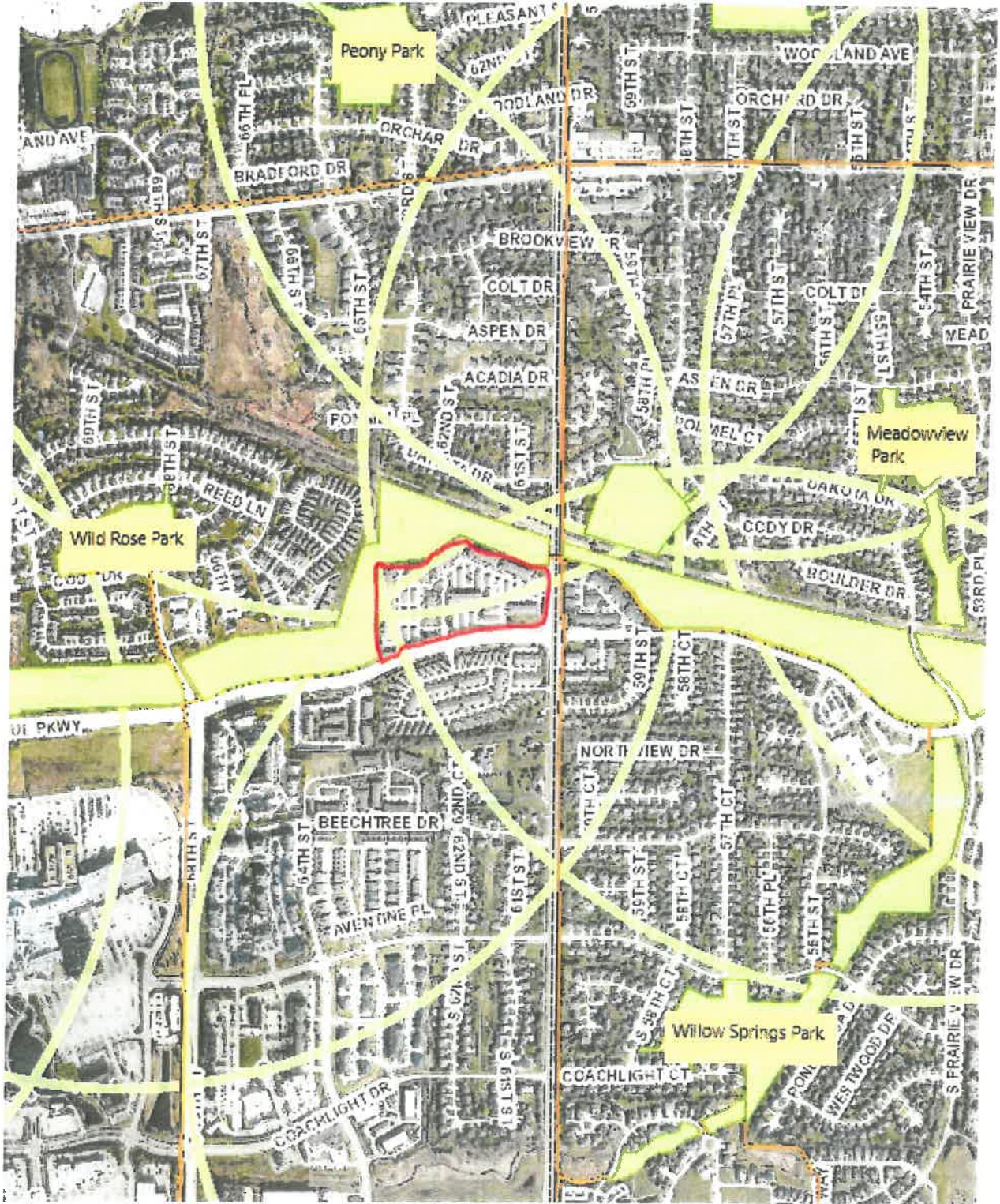
RECOMMENDATION: Staff recommend that the Board approve a recommendation to the Plan and Zoning Commission to approve the parkland dedication alternate plan for Grace Creek Apartments.

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

VICINITY MAP



ATTACHMENT A

PARKLAND DEDICATION REQUIREMENTS

08/11/2022 DRAFT

Project Location: Developer:
Polo Club- NW.
corner of EP True
and 60th Street Polo Club, LLC

	# units	Population Multiplier	Estimated Population	Per 1000 people	Park Dedication Factor	Greenway Dedication Factor
Single Family Detached						
Description: Single Family Lots	0	2.90	0			
	0	2.90	0			
TOTAL	0		0			
Single Family Attached						
Description: Townhome/Condos	0	1.63	0			
	0	1.63	0			
	0	1.63	0			
TOTAL	0		0			
Multifamily Unit						
Description: Apartments	26	1.73	44.98			
	0	1.73	0			
	0	1.73	0			
TOTAL	26		44.98			
TOTAL POPULATION			44.98	0.04498	2.39	3.76
Park Dedication (Acres)			0.11			
Greenway Dedication (Acres)			0.17			
TOTAL DEDICATION (Acres)			0.28			

Notes: Calculations taken from Site Plan Submittal #3 plans dated 07-11-2022.

Total Dedication Requirement (Acres)	0.28
Less on-site parkland areas 1 & 2 (Acres)	0.08
Deficient acreage TBD	0.20
x current land value / Acre (comparable HD multi family)	\$135,759
Deficient acreage in dollars	\$27,151

Parkland Dedication Area 1 - Trail Connection (Area = .06 Acres)

Concrete Trail = 846 SF X \$10 (site prep, grading, paving, restoration)	\$8,460
Concrete Bench Pad = 24 SF X \$6	\$144
6' Dumor Bench Model 93-60 = 1 x \$2,000	\$2,000
Landscaping = 2 Overstory Trees x \$300	\$600

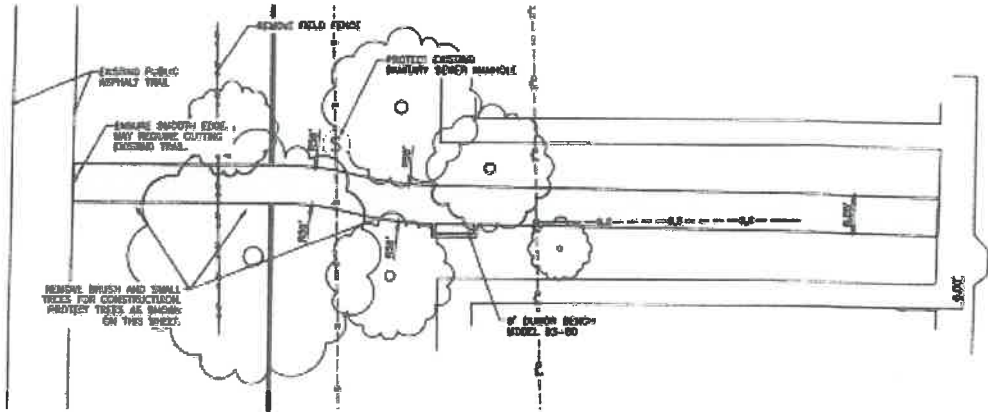
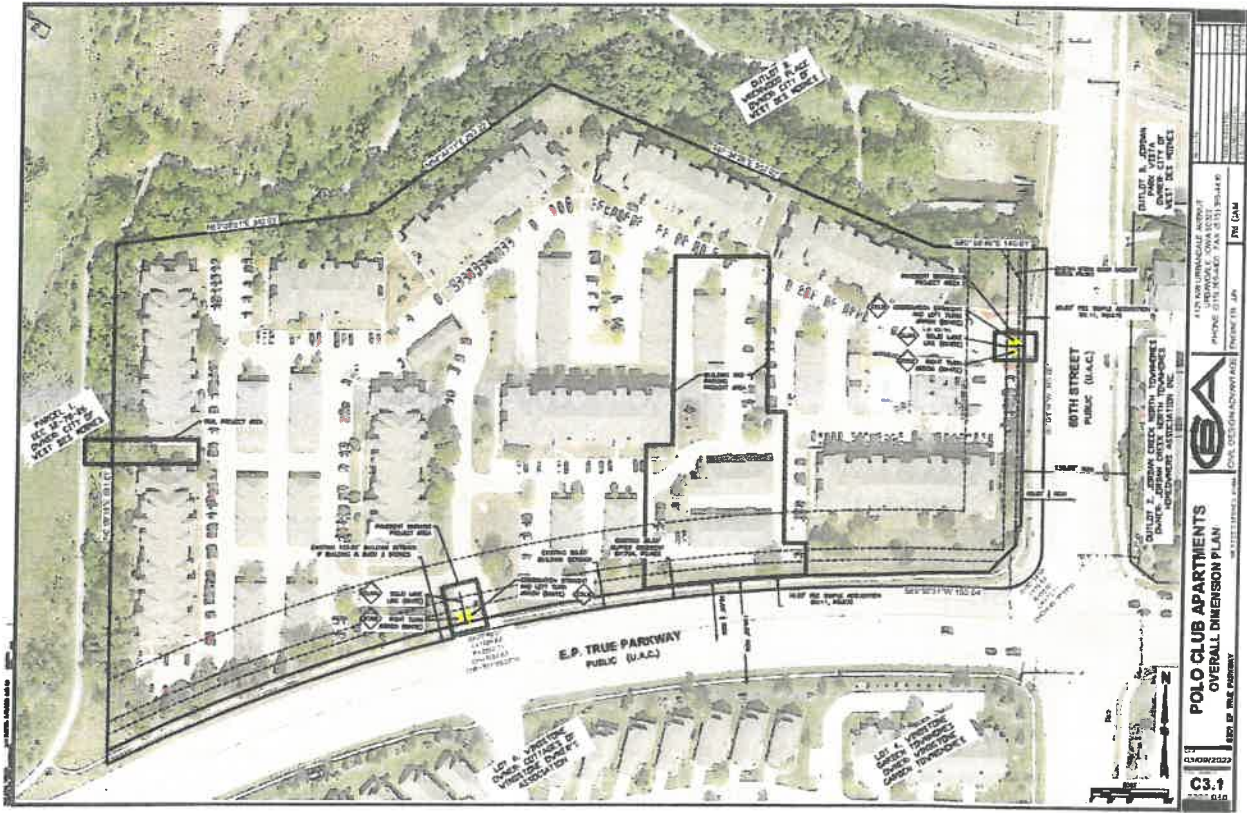
Parkland Dedication Area 2 - Playground Patio (Area = .02 Acres)

East Concrete Seating = 360 SF X \$6	\$2,160
6' Dumor Bench Model 93-60 = 3 x \$2,000	\$6,000
North Concrete Seating = 225 SF X \$6	\$1,350
Picnic Tables = 2 x \$1,500	\$3,000
Landscaping (Trees Shrubs and Grasses)	\$1,500

Existing Dog Park Area at north end of site (No credit for land area)

6' Dumor Bench Model 93-60 at Dog Park Area = 1 X \$2,000	\$2,000
TOTAL	\$27,214

ATTACHMENT B



DIMENSION PLAN

LANDSCAPE NOTES

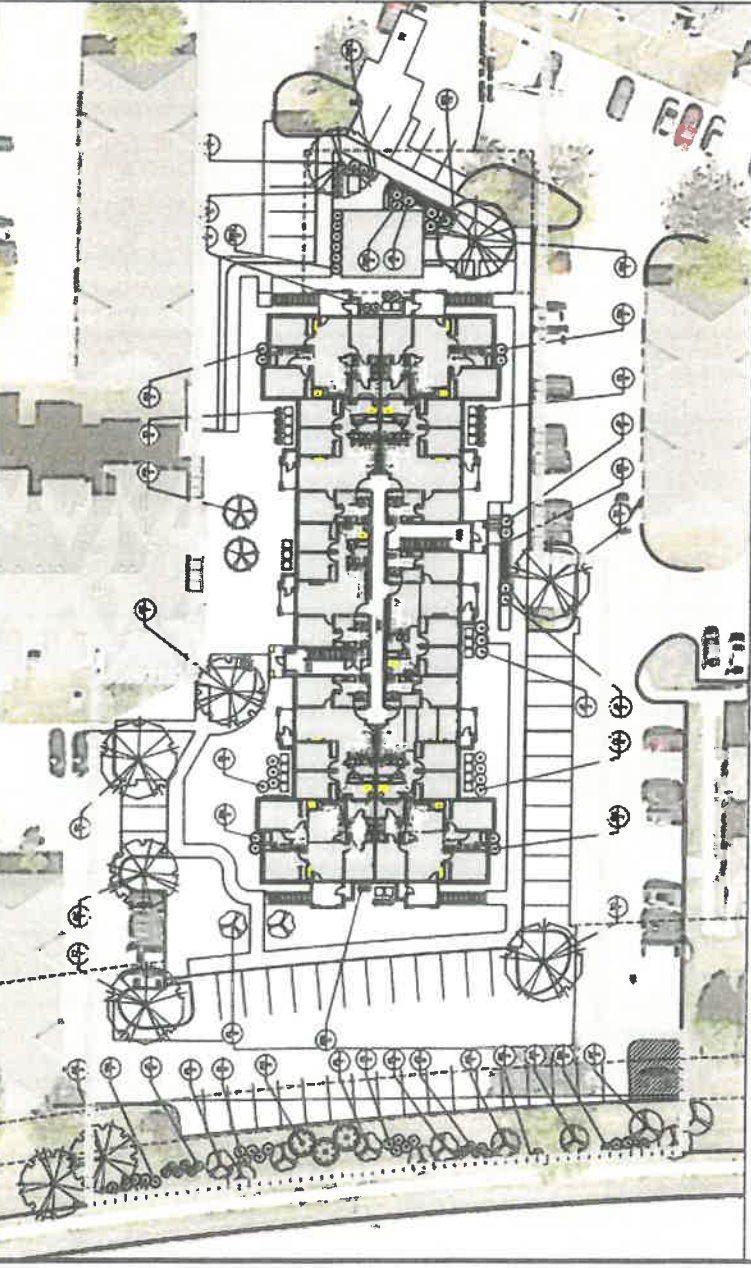
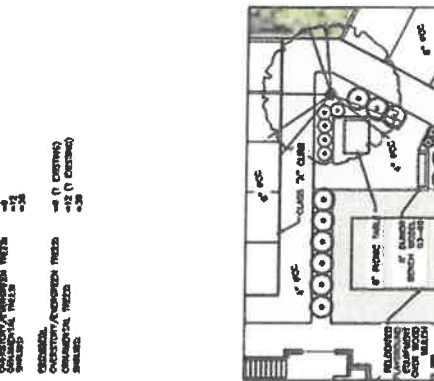
1. ALL PLANTINGS SHALL BE INSTALLED IN ACCORDANCE WITH THE FOLLOWING NOTES.
2. ALL PLANTINGS SHALL BE INSTALLED IN ACCORDANCE WITH THE FOLLOWING NOTES.
3. ALL PLANTINGS SHALL BE INSTALLED IN ACCORDANCE WITH THE FOLLOWING NOTES.
4. ALL PLANTINGS SHALL BE INSTALLED IN ACCORDANCE WITH THE FOLLOWING NOTES.
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8. ALL PLANTINGS SHALL BE INSTALLED IN ACCORDANCE WITH THE FOLLOWING NOTES.
9. ALL PLANTINGS SHALL BE INSTALLED IN ACCORDANCE WITH THE FOLLOWING NOTES.
10. ALL PLANTINGS SHALL BE INSTALLED IN ACCORDANCE WITH THE FOLLOWING NOTES.

EP TREE BUFFER REQUIREMENTS - 2021/2

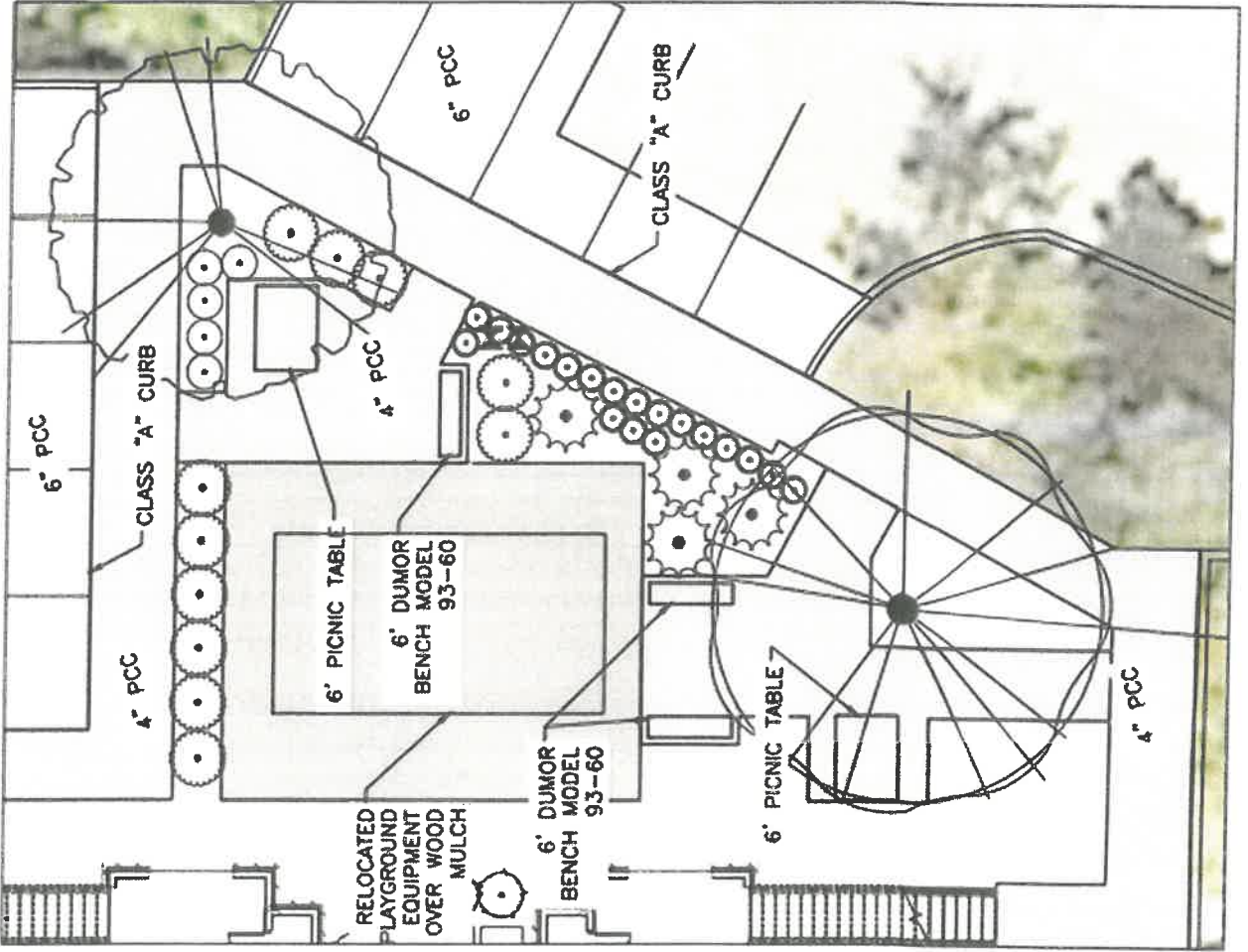
THE OBJECTIVE OF THIS BUFFER IS TO PROVIDE VISUAL AND SOUND ATTENUATION AND TO PROVIDE A BUFFER BETWEEN THE BUILDING AND THE ADJACENT STREET.

REQUIREMENTS:

- 1. BUFFER SHALL BE 10 FEET WIDE.
- 2. BUFFER SHALL BE 10 FEET HIGH.
- 3. BUFFER SHALL BE 10 FEET DEEP.
- 4. BUFFER SHALL BE 10 FEET WIDE.
- 5. BUFFER SHALL BE 10 FEET HIGH.
- 6. BUFFER SHALL BE 10 FEET DEEP.



NO.	DESCRIPTION	QTY	UNIT	PLANT SPECIFICATION	DATE
1	PLANTING	1	EA	PLANT SPECIFICATION	11.11
2	PLANTING	1	EA	PLANT SPECIFICATION	11.11
3	PLANTING	1	EA	PLANT SPECIFICATION	11.11
4	PLANTING	1	EA	PLANT SPECIFICATION	11.11
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47	PLANTING	1	EA	PLANT SPECIFICATION	11.11
48	PLANTING	1	EA	PLANT SPECIFICATION	11.11
49	PLANTING	1	EA	PLANT SPECIFICATION	11.11
50	PLANTING	1	EA	PLANT SPECIFICATION	11.11



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

DATE: July 5, 2022

ITEM: Resolution – Accept Work – Holiday Park Baseball Improvements Phase 6A – Maintenance Building Renovation

FINANCIAL IMPACT: The total construction cost of this project is \$306,167.00. Costs of the project have been paid from budgeted CIP funds from G/L Acct 500.000.000.5250.490. Funding is covered out of available funds in the FY 21-22 CIP budget for the Holiday Park Youth Baseball Fields, Parking Lot, and Entry Improvements – Phase 6 & 7 (Project No. 0525 012.0510 065 2021). The original contract amount was \$306,500.00, with (4) change orders for a total change of -\$333.00.

BACKGROUND: Lang Construction Group from Grimes, Iowa is working under an agreement dated September 20, 2021 for construction services related to the Holiday Park Baseball Improvements Phase 6A – Maintenance Building Renovation. Work is substantially complete. This action accepts the improvements and authorizes staff to pay retainage. Retainage will not be paid in less than 30 days.


Several of the older park maintenance buildings had been removed in preparation of renovation to the final two fields in the Holiday Park Baseball Complex. Prior to that beginning, one of the existing buildings needed renovated to accommodate maintenance operations for the complex. This project included improvements to the one existing building. This building was retrofitted to accommodate maintenance operations that were previously housed in a much older building. The improvements to this building included electrical improvements and the addition of a restroom and small office space on the east end of the building.

OUTSTANDING ISSUES: None

RECOMMENDATION: That the City Council approve the Resolution.

Lead Staff Member: David Sadler, Superintendent of Parks 

STAFF REVIEWS

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

PUBLICATION(S) (if applicable)

Published In	
Dates(s) Published	

SUBCOMMITTEE REVIEW (if applicable)

Committee	Public Services		
Date Reviewed	June 27, 2022		
Recommendation	Yes	No	Split

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

DATE: July 5, 2022

ITEM: Resolution – Accept Work – Raccoon River Park Boat Locker Expansion


FINANCIAL IMPACT: The total construction cost of this project is \$68,270.00. Costs of the project have been paid from budgeted CIP funds from G/L Acct 500.000.000.5250.490. Funding is covered out of FY 20-21 CIP budget with \$66,000 remaining in the Boathouse Watercraft Storage Locker Expansion (Project No. 0525 004.0510 062 2021), and FY 17-18 CIP budget with \$26,000 remaining in the Canoe/Kayak Lockers & Access Improvements (Project No. 0525 004.0510 085 2017). There were no change orders on the project.

BACKGROUND: Concord Construction, LLC from Stuart, Iowa is working under an agreement dated March 7, 2022 for construction services related to the Raccoon River Park Boat Locker Expansion. Work is substantially complete. This action accepts the improvements and authorizes staff to pay retainage. Retainage will not be paid in less than 30 days.


The project included an additional set of boat lockers at Raccoon River Park. A set of storage lockers was budgeted in 2017 and installed at the time of construction of the Boathouse in 2019. The initial boat lockers accommodated storage for 43 vessels and quickly filled up. There is now a waiting list of over 100 people, and additional funding was budgeted in 2021 for locker expansion. Staff previously expanded the concrete pad adjacent to the existing lockers to accommodate the additional lockers but had encountered supply issues on the lockers due to Covid. The lockers are now available, and this contract allowed for a contractor to supply, assemble, and install the lockers on the new concrete pad.

OUTSTANDING ISSUES: None

RECOMMENDATION: That the City Council approve the Resolution.

Lead Staff Member: David Sadler, Superintendent of Parks 

STAFF REVIEWS

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

PUBLICATION(S) (if applicable)

Published In	
Dates(s) Published	

SUBCOMMITTEE REVIEW (if applicable)

Committee	Public Services		
Date Reviewed	June 27, 2022		
Recommendation	Yes	No	Split

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

DATE: July 5, 2022

ITEM: Motion – Approval of Agreement Addendum – MidAmerican Energy Company RecPlex Lease Agreement – Des Moines University.

FINANCIAL IMPACT: Decrease in annual revenue of \$14,943.00

BACKGROUND:

On May 18, 2020, the Council entered into an agreement with Des Moines University (DMU) to lease approximately 5,000 square feet of space in the MidAmerican Energy Company RecPlex for the purpose of operating a Physical Therapy and Sports Performance Center. At the time of the lease agreement the expected completion of the DMU space was scheduled for early fall 2020.

In preparation for the opening of their clinic, DMU hired staff and began promoting for the services to be offered. Unfortunately, due to construction delays brought on by no fault of DMU, the space was not finished until fall 2021.

Because of the construction delays, DMU's operational strategy, expenses and revenues were negatively impacted. DMU essentially lost a year of program building and revenue and has experienced increased marketing expenses to compensate for this. DMU also incurred additional staffing expenses and missed out on prime recruitment opportunities for their athletic training programs that serve as the backbone of their program at the RecPlex. Because of all these factors, DMU has requested that their rental rate be lowered from \$22 per square foot down to \$19 per square foot.

The new rate is still within fair market value for physical therapy/gym space. The current rate of \$22/sf is more in line with finished medical office space or space with a build out allowance. A build out allowance was not included in the original agreement with DMU, so they covered all build out costs.

City staff understands the importance of the relationship with DMU and the benefit it adds to the RecPlex. Because of this, staff recommends an addendum to the agreement with DMU that includes the lower rental rate.

Parks and Recreation staff worked with the Legal department to draft the addendum.

OUTSTANDING ISSUES (if any): None.

RECOMMENDATION: That the City Council approve the addendum to the MidAmerican Energy Company RecPlex Lease Agreement

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

DATE: July 5, 2022

ITEM: Resolution – Accept Work – 2020 Asphalt Trail Renovation Project

FINANCIAL IMPACT: The total construction cost of this project is \$301,851.76. Costs of the project have been paid from budgeted CIP funds from G/L Acct 500.000.000.5250.490. Funding is covered out of available funds in Trail Renovation CIP account (0510 027 2020). The original contract amount was \$334,651.25, with (3) change orders for a total change of -\$32,799.49. This cost savings was primarily due to a decrease in quantities not used on the project.

BACKGROUND: Des Moines Asphalt and Paving from Des Moines, Iowa is working under an agreement dated May 3, 2021 for construction services related to the 2020 Asphalt Trail Renovation Project. Work is substantially complete. This action accepts the improvements and authorizes staff to pay retainage. Retainage will not be paid in less than 30 days.


The project included the repair and replacement of portions of existing asphalt trail located along Jordan Creek Trail between EP True Parkway and 50th Street. This segment of trail was nearly 30 years old. The location is shown on the attached map. The area addressed was identified as a high priority following the annual inspection of the entire trail system by City staff. The project included full depth on-site reclamation of the existing trail, with a new 4" asphalt overlay. The existing trail was ground and recycled to a depth of 12" for use as a base for the new asphalt overlay. Other work included new pedestrian ramps with detectable warning panels at each of the street intersections, mobilization, traffic control and other miscellaneous related items.

OUTSTANDING ISSUES: None

RECOMMENDATION: That the City Council approve the Resolution.

Lead Staff Member: David Sadler, Superintendent of Parks 

STAFF REVIEWS

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

PUBLICATION(S) (if applicable)

Published In	
Dates(s) Published	

SUBCOMMITTEE REVIEW (if applicable)

Committee	Public Services		
Date Reviewed	June 27, 2022		
Recommendation	Yes	No	Split

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

DATE: July 5, 2022

ITEM: Resolution – Accept Work – Valley View Park North Loop Road Extension Project

FINANCIAL IMPACT: The total construction cost of this project is \$502,630.96. Costs of the project have been paid from budgeted CIP funds from G/L Acct 500.000.000.5250.490. Funding is covered out of available funds in FY 19-20 Valley View Park Central Site Grading, Utilities & North Roadway Construction project account (0525 033.0510 037 2018). The original contract amount was \$558,001.75, with (3) change orders for a total change of -\$55,370.79. This cost savings was primarily due to a decrease in quantities not used on the project.

BACKGROUND: Absolute Concrete Construction from Slater, Iowa is working under an agreement dated May 17, 2021 for construction services related to the Valley View Park North Loop Road Extension Project. Work is substantially complete. This action accepts the improvements and authorizes staff to pay retainage. Retainage will not be paid in less than 30 days.


The project included the extension of the north loop road, parking, site grading, utilities, and extension of trails to serve a future lighted pickleball complex located east of the water tower. This project was coordinated with the design of the pickleball court complex, which is currently under construction.

OUTSTANDING ISSUES: None

RECOMMENDATION: That the City Council approve the Resolution.

Lead Staff Member: David Sadler, Superintendent of Parks 

STAFF REVIEWS

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

PUBLICATION(S) (if applicable)

Published In	
Dates(s) Published	

SUBCOMMITTEE REVIEW (if applicable)

Committee	Public Services		
Date Reviewed	June 27, 2022		
Recommendation	Yes	No	Split

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

DATE: July 18, 2022

ITEM: Resolution - Order Construction and Notice of Public Hearing on Plans, Specifications, Form of Contract, Estimate of Cost, and Direct Advertisement of Bids – Valley View Aquatic Center Toddler Slide and Three Meter Diving Platform

FINANCIAL IMPACT: None at this time. The preliminary estimated cost of the project is \$222,581. Project expenses will be paid from budgeted funds in the Valley View Park Aquatic Center Three Meter Diving Platform CIP project (0763 001 0510 051 2020). The CIP project has an available balance of \$191,250. The Toddler Slide was approved as a supplemental request in the FY23 budget with \$31,875 available. The projects are being bid together due to the similarity in the two projects. There is a total of \$223,125 available for this project.

BACKGROUND: The project will add a Three Meter Platform on the east side of the Deep Pool at Valley View Aquatic Center. A new one-meter diving stand will also be moved to the east side to meet clearance requirements on each side of the one- and three-meter structures. The shade structure on the east side of the Deep Pool will be moved and re-installed to the northeast corner of the pool. Pool ladders will be moved to better exit points for safety reasons, and the concrete deck will be expanded on the east side to allow better patron flow around the one- and three-meter platforms.

Valley View Aquatic Center will be one of only a few aquatic centers in Iowa to have a three-meter platform. Ames and Ankeny also have a three-meter platform.

The Toddler Slide in the Leisure Pool at Valley View Aquatic Center will be replaced as part of this project as well. The supplemental request was approved in the FY23 budget.

The Three Meter Platform was originally budgeted in FY 21 but was deferred by the Council. The project was on the F&A Agenda on March 9, 2022 and received positive comments, support for the project, and recommendation for approval.

OUTSTANDING ISSUES: None.

RECOMMENDATION: That the Council approve the Resolution.

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

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

DATE: August 1, 2022

ITEM: Fountain Terrace Apartments, 655 S 88th St – Approval and Acceptance of Parkland Dedication Agreement – Fountain Terrace Apartments, LLC

Resolution – Approval and Acceptance of Parkland Dedication Agreement

FINANCIAL IMPACT: Undetermined


BACKGROUND: The Council approved the Site Plan and Acceptance of Associated Legal Documents for the Fountain Terrace Apartments on June 20, 2022. As part of the review and approval of the site plan, parkland dedication is required to provide for recreational opportunities for the residents of this development. At that time staff and the applicant had agreed to terms of the parkland dedication including on-site land areas and associated improvements comprising of a dog park and multiple open spaces with trails, shelters, benches, trash receptacles and associated landscaping. However, the final agreement had not been drafted, reviewed by Legal and executed by the applicant. A conditional approval was included obligating the applicant, and the agreement is now ready for approval. This item was reviewed and approved by the Park and Recreation Advisory Board on May 19, 2022.

OUTSTANDING ISSUES: None.

RECOMMENDATION: That the Council adopt a resolution approving and accepting the Fountain Terrace Apartments Parkland Dedication Agreement

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	N/A

SUBCOMMITTEE REVIEW (if applicable)

Committee	N/A		
Date Reviewed			
Recommendation	Yes	No	Split

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

DATE: August 1, 2022

ITEM: Motion – Approval of Change Order #2 – Valley Junction Trail Connection

FINANCIAL IMPACT: Parks CIP (G/L 500.000.000.5250.490, Project No. 0510 091 2017 for Valley Junction Trail Connection. Funding will be partially covered out of available funds in this budget, with staff proposing to cover any remaining portion of these costs using cost savings from other CIP projects.

Contract Summary:

Description	Amount	Date Approved	Remarks
Construction Contract	\$263,860.00	June 16, 2021	
Change Order #1	\$ 5,448.10	April 22, 2022	
Change Order #2	\$ 67,479.93	Pending	Additional contractor costs related to railroad crossings at 9 th and 11 th Streets

BACKGROUND: The project consists of the construction of a 10' wide concrete trail connecting the existing Levee Trail along Lincoln Street into Valley Junction. This project includes a crossing of Lincoln & 11th Street, installation of trail behind the new commercial buildings connecting to 9th Street, along west side of 9th Street (adjacent The Foundry), continue along a section of Railroad Avenue crossing at the signalized intersection at 8th Street, utilizing existing trail (box culvert) on 8th Street, and onto the existing on-street bike way located on Maple Street into Valley Junction. The project includes railroad crossings at both 9th and 11th Streets requiring improvements to be made to these rail crossings to accommodate the trail crossings. The associated costs by both Union Pacific and Iowa Interstate Railroads (estimated at \$132,738) are being addressed by agreements approved by the City Council on June 6, 2022. This change order is related to additional items required by the railroads being completed by the City's contractor for these crossings. The items include traffic control, HMA approach pavement at 11th St crossing, additional flaggers cost, and increased insurance/administrative fees on the contractor by both railroads.

OUTSTANDING ISSUES: None

RECOMMENDATION: That the Council approve the change order.

CITY OF WEST DES MOINES CITY COUNCIL MEETING COMMUNICATION

DATE: August 1, 2022

ITEM: The Tower (fka Jordan Creek Tower), 575 & 595 S 60th St – Approval and Acceptance of Parkland Dedication Agreement – Dennis R. Albaugh Revocable Trust

Resolution – Approval and Acceptance of Parkland Dedication Agreement

FINANCIAL IMPACT: Undetermined

BACKGROUND: The Council approved the Jordan Creek Tower Area Development Plan for the Jordan Creek Tower on January 18, 2022. As part of the review and approval of any development application containing residential development, parkland dedication is required to provide for recreational opportunities for the residents of this development. At that time staff and the applicant had agreed to terms of the parkland dedication including on-site improvements comprising of an outdoor terrace with associated site furniture. However, the final agreement had not been drafted, reviewed by Legal and executed by the applicant. This item was reviewed and approved by the Park and Recreation Advisory Board on January 20, 2022.

OUTSTANDING ISSUES: None.

RECOMMENDATION: That the Council adopt a resolution approving and accepting the Fountain Terrace Apartments Parkland Dedication Agreement

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	N/A

SUBCOMMITTEE REVIEW (if applicable)

Committee	N/A		
Date Reviewed			
Recommendation	Yes	No	Split

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

DATE: August 15, 2022

- ITEM:** Public Hearing – Valley View Aquatic Center Toddler Slide and Three Meter Diving Platform
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 \$239,000.00. Funding will be covered out of GO Bond funds budgeted in the FY21 CIP for the Valley View Park Aquatic Center Three Meter Diving Platform (Project No. 0763 001 0510 2020) with an available balance of \$191,250. The Toddler Slide was approved as a supplemental request in the FY23 operating budget with \$31,875 available. The remaining \$15,875 will be covered with cost-savings from the Valley View Park Pickleball Complex project.

BACKGROUND: The Council is asked to approve the plans and specifications for the Valley View Aquatic Center Toddler Slide and Three Meter Diving Platform and to receive and file the report of bids that is attached. Two (2) bids were received for the project with the lowest responsible bid submitted by Weidner Construction from Marshalltown, Iowa. The preliminary estimated cost was \$222,581.00 for the project. This contractor also completed work on a spray feature over the Lazy River this spring at Valley View Aquatic Center so they are familiar with the facility and have a good understanding of the project requirements. Staff is recommending award of contract.

This project will add a Three Meter Diving Platform on the south side of the deep pool at Valley View Aquatic Center. The existing one-meter diving stand will be removed and replaced with a new one-meter diving stand, moved to the east side of the deep pool to meet clearance requirements on each side of the one- and three-meter structures. The shade structure on the east side of the deep pool will be moved and re-installed to the northeast corner of the pool. Pool ladders will be moved to better exit points for safety reasons, and the concrete deck will be expanded on the east side to allow better patron flow around the one- and three-meter platforms.

Valley View Aquatic Center will be one of only a few aquatic centers in Iowa to have a three-meter platform. Ames and Ankeny also have a three-meter platform.

The Toddler Slide in the leisure pool at Valley View Aquatic Center will be replaced as part of this project as well. The supplemental request was approved in the FY23 operating budget being funded out of the general fund. The Three Meter Diving Platform was originally budgeted in FY 21 but was deferred by the Council. The project was on the Finance and Administration Council Subcommittee agenda on March 9, 2022 and received positive comments, support for the project, and recommendation for approval. This Council agenda item was also discussed at the August 8, 2022 Public Services Council Subcommittee meeting with no concerns raised.

OUTSTANDING ISSUES: None.

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

DATE: August 15, 2022

ITEM: 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 Playground Replacement

FINANCIAL IMPACT: None at this time. The preliminary estimated cost for the base bid items is \$1,763,889.22. The project also includes (2) add alternates including site electrical/lighting and a music zone for an additional \$59,739. Expenses to be paid from G/L account 500.000.000.5250.490. Funding will be covered out of funds in the Raccoon River Park Inclusive Playground CIP (Project No. 0525 044.0510 064 2021). There is currently \$1,815,000 available for construction in that project fund.

BACKGROUND: A Bid Letting should be scheduled for 2:00 p.m. on Wednesday, September 7, 2022, and a Public Hearing on the project scheduled for 5:35 p.m. on Monday, September 19, 2022. The contract would be awarded on Monday, September 19, 2022, and work would begin shortly thereafter. The project completion date is set for late Spring of 2023.

Raccoon River Park has long been the City's most visible and highly used park and has evolved since the original park master plan was developed 30 years ago. The facilities in the central area of the park including the beach, shelters, restroom, parking area, and playground have been some of the most heavily used. This area of the park hosts thousands of visitors each year with an increasing number of shelter rentals and a wide variety of special events. Much of the area is beginning to show signs of age and impact from overall high use and the play equipment is nearing the end of its useful life.

This resolution is for the construction of a new inclusive playground located generally in the same location as the existing playground. This project will include all materials, labor, and equipment necessary for site demolition of the existing play equipment/ship structure/other site features, site preparation, grading & SWPPP management, and construction of a new playground. Improvements include new PCC sidewalks & curbs, poured-in-place rubber and synthetic turf playground surfacing, limestone block walls and seats, site amenities, play equipment, sod/plantings, and all other associated work to complete the project.

OUTSTANDING ISSUES: None.

RECOMMENDATION: That the Council approve the Resolution.

CITY OF WEST DES MOINES CITY COUNCIL MEETING COMMUNICATION

DATE: August 15, 2022

ITEM: Resolution – Approval of WDM Deer Management Zone – 3140 SE 22nd Street

FINANCIAL IMPACT: None

BACKGROUND: The owner of property located just to the east of 3140 SE 22nd Street, Mr. Tim Alexander, has requested the establishment of a West Des Moines Deer Management Zone (WDMDMZ) on his private property so that controlled bowhunting can occur. A map showing the location is attached.

The hunting ordinance (Title 5, Chapter 2, Offenses, Section 30, “Hunting”) allows for the City to designate West Des Moines Deer Management Zones (WDMDMZ) on private property within the city limits by a resolution of the City Council. Hunting within these zones must take place according to the regulations established in Section C of the hunting ordinance.

All surrounding property owners within 370 feet of the proposed WDMDMZ were noticed by mail (see attached notice dated 7/14/22) and invited to provide comments. One call and one email were received, none in opposition to the WDMDMZ. Copy of the email is attached along with staff’s response.

If approved, staff will be working closely with the property owner and the designated hunter to ensure that all qualifications of the City Controlled Bowhunt are met and to issue City hunting permits. Hunting could start as early as September 15, 2022 with the season ending on January 29, 2023. An orientation will take place with the hunter to ensure they are knowledgeable of the City Controlled Bowhunt rules and regulations prior to any hunting.

This matter was taken to the Public Safety Council Committee on August 5 where Councilman Hudson approved the establishment of the zone. Councilwoman Hardman was not in attendance.

OUTSTANDING ISSUES: None

RECOMMENDATION: That the Council approve the Resolution.

Lead Staff Member: David Sadler, Superintendent of Parks

STAFF REVIEWS

Department Director	Sally Ortgies, Director of Parks & 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 5, 2022		
Recommendation	Yes	No	Split

Parks & Recreation CIP Status

8/12/2022

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)			Retainage Paid
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	X		Complete	Trail paving, landscaping and seeding complete / currently addressing punch list items
18/19				\$ 525,000	X	X	X	X	X	X			
20/21			LOST	\$ 950,000	X	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	Trail substantially complete / agreements approved with railroad / waiting for railroad 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 20, 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 / substantial completion delayed until early July
19/20	Disc Golf Course Renovation	Southwoods Park	GO	\$ 30,000	X	X			X			Under Construction	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 / design complete / soliciting bids for brush removals / brush removal begun 8/2/22
19/20	Lighted Pickleball Courts (fka Central Site Grading, Utilities, Road)	Valley View Park	GO	\$ 1,400,000	X	X	X	X	X			Under Construction	Roadway complete / Design kickoff meeting for pickleball 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 of pickleball started week of 6/7
19/20	Road, Parking Construction				X	X	X	X	X			Complete	
20/21	Lighted Pickleball Courts Design		GO	\$ 75,000	X	X	X	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						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 / Maintenance building complete
21/22	Phase 6 Construction-Maintenance Building Improvements		GO	\$ 300,000	X	X	X	X	X	X			
22/23	Phase 7 Construction-Fields 3 & 4		O	\$ 900,000			X	X	X			Under Construction	Construction to begin late June 20 in maintenance area and July 5 on fields / Fields 3 & 4 under construction 7/11/22
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 / Order Const on 8/15/22
21/22	Demo, Inclusive Playground, Central Area Improvements (Design/First 1/2 of construction)		GO	\$ 750,000	X	X	X						
20/21	2020 Asphalt Trail Renovation	Jordan Creek-39th to 50th	GO	\$ 712,556	X	X	X	X	X	X		Complete	Started construction in September / contractor needs to repair damage to trail near 39th Street / project complete working thru punch list items
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 / SV and Peony started May, WS Park on hold until August
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 / Construction underway

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	7/5/2022			Complete
													Construction planned summer 2021 / concrete pad complete / locker shipment delayed by up to one year
													Lockers shipped 4/15, lockers are available for rent
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 2022
21/22	Skate Facility Parking Lot & Walkways Design/Constructio	Legion Park	GO	\$ 175,000									Under Construction
21/22	Parking Lot Design/Construction	Meadowview Park	GO	\$ 150,000	X	X	X	X	X				Under Construction
													Design summer/fall 2021 / Construction start Fall 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	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 / Award Contract 8/15/22
21/22	Median Renovations	Various		\$ 100,000									
													Engineering will handle