

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

**5:30 p.m.
Thursday, October 20, 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. Motion – Huston Ridge Park Portable Toilet
 - B. Motion – Approval of Alternate Parkland Dedication Plans
 1. Picket Fence Communities
 - C. Motion – Approval Recommendation to City Council – Adjustment of Fees and Charges
 - D. Discussion – FY 23-24 Parks Capital Improvement Program
- 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: October 20, 2022

ITEM: Motion – 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.

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 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.

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). That landscaping has since been installed.

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.

The issue was discussed by the Park Board Facilities Committee at meetings on July 13 and September 14. They were in agreement to leave the portable toilet and enclosure in place with modifications made to the enclosure. These modifications would include

increasing the height of the walls and installing a partial wall on the front to further screen the portable toilet.

RECOMMENDATION: Staff and the Facilities Committee recommend that the Board approve leaving the portable toilet and enclosure in place at Huston Ridge Park with modifications to the enclosure.

Prepared by: Sally Ortgies, Director of Parks and Recreation SO by DS
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

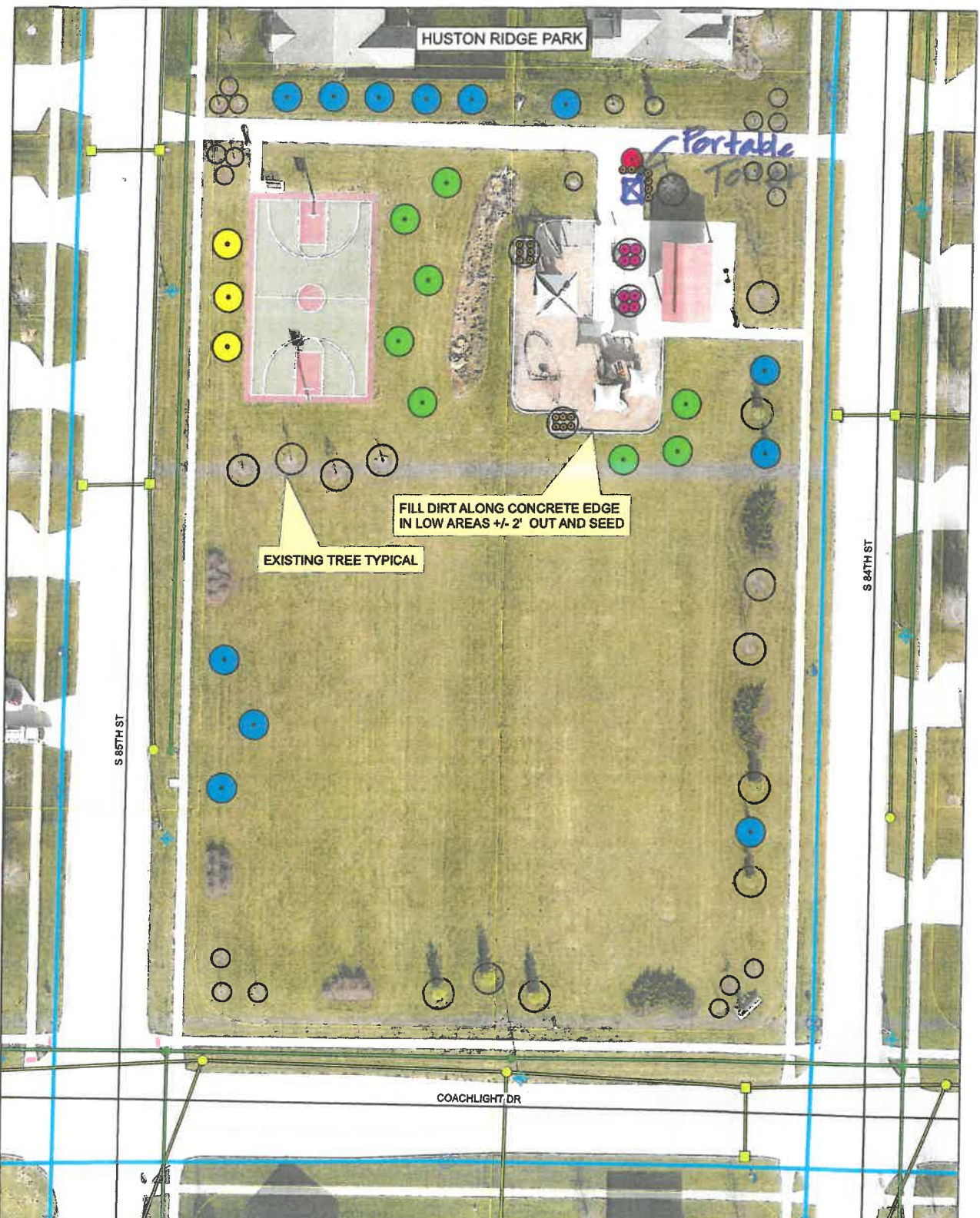
Thank you for your cooperation on this matter.

Sincerely,

Cynthia D King

Cynthia King, Community Manager
West Property Management

D

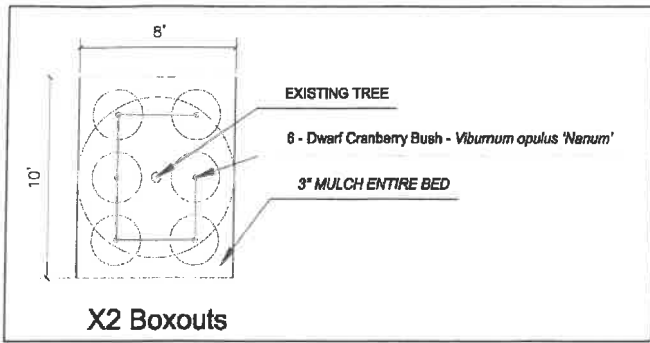


LEGEND

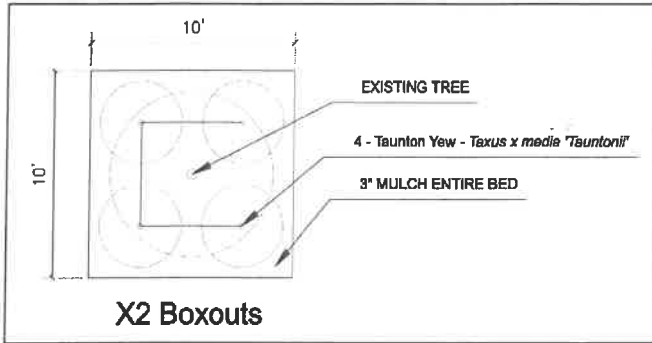
- Light Fixture
- Sewer Manhole
- Storm Inlet
- Storm Manhole
- Sewer Main
- Storm Pipe
- Water Valve
- Water Hydrants
- Water Pressurized Mains

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	-

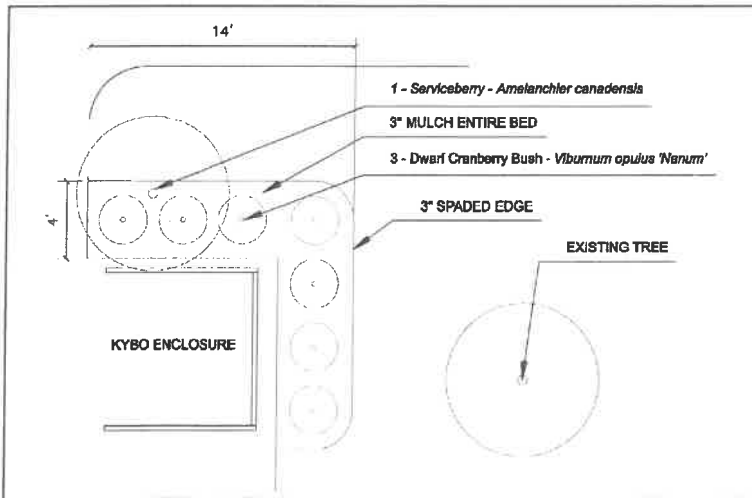




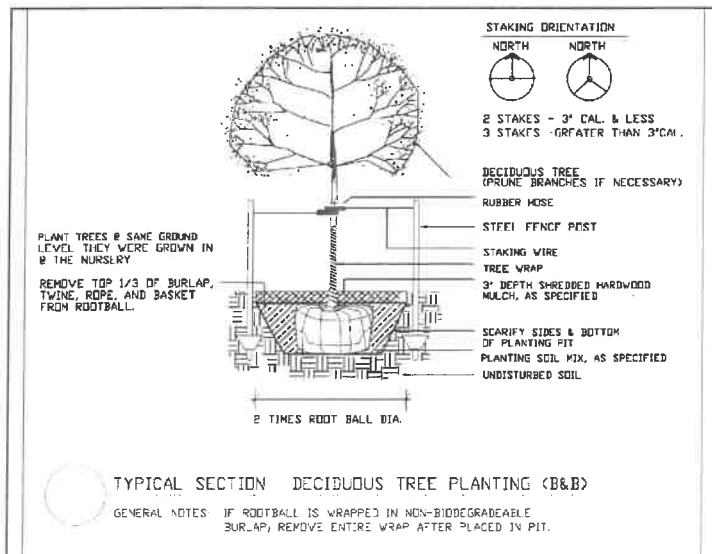
8 X 10 PLANTING BED



10 X 10 PLANTING BED



KYBO ENCLOSURE PLANTING BED



SHEET 2	TITLE PLANTING DETAILS	SCALE	DRAWN: CRL REVIEWED: DS	HUSTON RIDGE PARK		DATE	MARKED BY	CITY OF WESTFIELD, MASSACHUSETTS DEPARTMENT OF PARKS AND RECREATION PARKS DIVISION 43M HILLS CIRCLE, WESTFIELD, MA 01085 PHONE: 413.235.2644 FAX: 413.235.2609
				8455 COACHLIGHT DRIVE		5/10/2022		



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

DATE: October 20, 2022

ITEM: Motion – Approval of Alternate Plans for Parkland Dedication – Picket Fence Communities

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 the Picket Fence Communities located along at the NE corner of Mills Civic Parkway and 88th Street (See Vicinity Map). This development is served by an existing mini-neighborhood park (Huston Ridge Park) located to the northeast of this site. The Picket Fence Communities development consists of 196 townhomes and 7 single family lots which results in a requirement of 2.09 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 open space areas and associated amenities including sitting areas, pergola, tables, benches, custom swing, grill, propane fire pit and landscaping. These improvements will serve a park and recreational purpose solely for the residents of this development (see 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. The Facilities Committee met on October 12, 2022 to review and discuss the parkland dedication alternate plan for Picket Fence Communities.

RECOMMENDATION: Staff and the Facilities Committee recommend that the Board approve a recommendation to the Plan and Zoning Commission to approve the parkland dedication alternate plan for Picket Fence Communities.

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

Project Location: Representative:

10/12/2022

**Communities NE
Corner 86th &
Mills**

Deborah Kline

	# units	Population Multiplier	Estimated Population	Per 1000 people	Park Dedication Factor	Greenway Dedication Factor
<u>Single Family Detached</u>						
Description: Single Family Lots	7	2.90	20.3			
	0	2.90	0			
	0	2.90	0			
TOTAL	7		20.3			
<u>Single Family Attached</u>						
Description: Condominiums/ Townhomes	196	1.63	319.48			
	0	1.63	0			
	0	1.63	0			
TOTAL	196		319.48			
<u>Multifamily Unit</u>						
Description: Apartments	0	1.73	0			
	0	1.73	0			
	0	1.73	0			
TOTAL	0		0			
TOTAL POPULATION			339.78	0.33978	2.39	3.76
Park Dedication (Acres)			0.81			
Greenway Dedication (Acres)			1.28			
TOTAL DEDICATION (Acres)			2.09			

Notes: Calculations taken from Prelim Plat/Site Plan submittal dated 09-29-22

To provide for the parkland dedication requirements, the developer is providing Park Land and Facility Improvements on their own site for the residents of this development.

Total Dedication Requirement (Acres)	2.09	Acres
Less on-site parkland dedication location 1	-0.66	Acres
Deficient acreage	1.43	Acres
x land value per acre (\$3,577,365/22.82 AC)	<u>\$156,764</u>	per Acre
Deficient acreage in dollars	\$224,172	

Parkland Dedication Location 1 (Central Amenity Area)

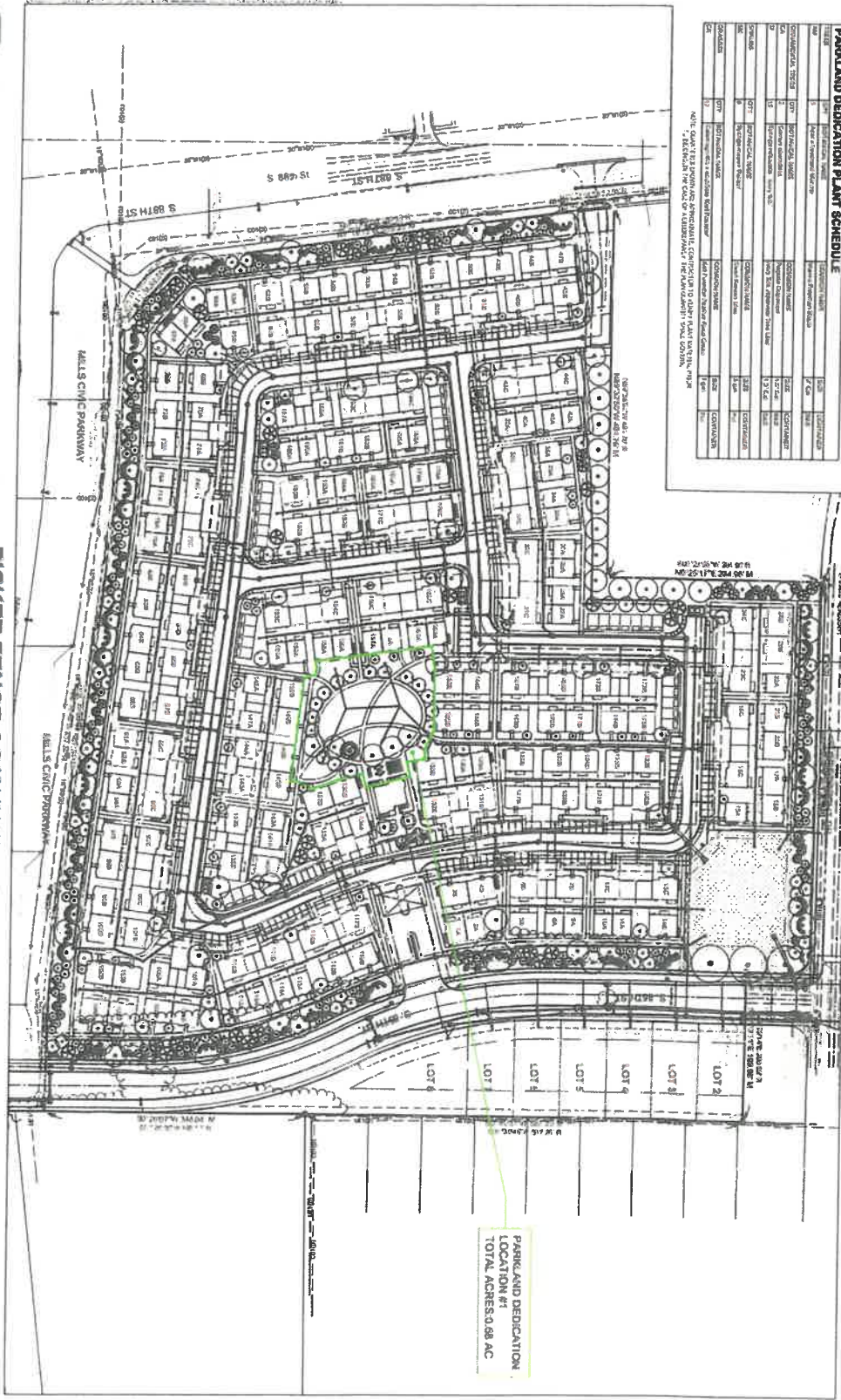
Patio - 5" Colored PCC	197	\$100 SY	\$19,700
Vinyl Pergola	1	\$40,000	\$40,000
Outdoor dining table and chairs	2	\$4,500	\$9,000
Outdoor club chairs	6	\$2,000	\$12,000
Propane fire pit table	1	\$5,000	\$5,000
Modular grill station	1	\$20,000	\$20,000
Custom porch swing	1	\$25,000	\$25,000
Modular block fire pit (propane)	1	\$25,000	\$25,000
Concrete Pavers under swing	225	\$20 SF	\$4,500
Landscaping	1	LS	\$21,000
Parkland Dedication (Throughout Site)			
Benches with Concrete Bench Pads	10	\$3,200	\$32,000
Concrete Trail/Walk connection(Lot 1)	1400	\$8 SF	\$11,200
TOTAL			\$224,400

ATTACHMENT B
(North is to the right)

PARKLAND DEDICATION PLANT SCHEDULE

NO.	PLANT	PLANT	PLANT	PLANT	PLANT	PLANT	PLANT	PLANT
NO.	PLANT	PLANT	PLANT	PLANT	PLANT	PLANT	PLANT	PLANT
1
2
3
4
5
6
7
8
9
10

NOTE: QUANTITIES DEDICATED ARE SUBJECT TO CHANGE BY THE ARCHITECT AT HIS OWNERS RISK. THE ARCHITECT SHALL BE RESPONSIBLE FOR VERIFYING THE QUANTITIES AND SPECIFICATIONS OF THE PLANTS TO BE USED IN THE PROJECT.



PARKLAND DEDICATION
LOCATION #1
TOTAL ACRES 0.68 AC



PICKET FENCE COMMUNITIES

OVERALL PLANTING PLAN

WEST DES MOINES, IOWA | 09/20/2022



16'X20 WHITE VINYL PERGOLA SYSTEM WITH TWO COMMERCIAL GRADE OUTDOOR DINING TABLES.

151



SEATING AREA WITH OUTDOOR CLUB CHAIRS AND A PORTABLE PROPANE FIRE PIT TABLE (NO GAS LINE REQUIRED)

8'X20 PLUNGE POOL WITH DECK AND FENCING. ASSUME 900 SF AREA DEDUCTION.



CLUBHOUSE

POOL MECHANICAL ENCLOSURE



136B

ROCKWOOD MODULAR OUTDOOR KITCHEN SYSTEM



PORCH SWING CIRCLE WITH MODULAR BLOCK FIRE PIT IN THE CENTER AND CONCRETE PAVER SURFACING. STRUCTURE WILL BE MORE TRADITIONALLY DETAILED AND PAINTED WHITE TO MATCH PICKET FENCE AESTHETIC.

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

DATE: October 20, 2022

ITEM: Discussion – FY 23-24 Parks CIP Program

FINANCIAL IMPACT: None at this time.

BACKGROUND: The Board will be asked to approve the Parks Capital Improvement Program (CIP) budget for the next two fiscal years with a focus on FY 23-24. A draft list is attached showing funding received this year (FY 22-23) and a list of potential projects for FY 23-24 and FY 24-25. This list is based upon input from the Facilities Committee at meetings held on September 14 and October 12.

Staff will continue to update costs and develop staff priorities over the next few weeks. The Facilities Committee will review a final staff recommendation prior to approval of the Parks CIP at the November 17 Board meeting.

RECOMMENDATION: Discussion only. No action required at this time.

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

So by DS

**Parks & Recreation
Capital Improvement Program
Preliminary Working Document**

9/23/2022

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

Complete
In Progress
Not Started
Delayed

FY 22-23 - BUDGETED						
Parks						
1	Raccoon River Park	Construction of inclusive playground (second 1/2 of construction)	GO	\$	1,250,000	
2	Holiday Park	Baseball Phase 7 - Fields 3 & 4 (construction)	O	\$	950,000	
3	Various	Play equipment replacement (Peony, Scenic Valley, Willow Springs) (additional funding for construction)	GO	\$	225,000	
4	Various	Play equipment replacement (Crossroads, Jaycee, Kiwanis) (design)	GO	\$	150,000	
5	Valley View Park	Pickleball court lighting/trails/futsal mini-pitch	GO	\$	390,000	
6	Woodland Hills Greenway	Trail construction - Stagecoach Dr to Sugar Dr	GO	\$	100,000	
7	Grand Avenue Trail	Sidepath trail to fill gap west of I-35 (design)	GO	\$	100,000	
8	Five Waters	Marathon Loop/Sugar Creek Greenway Trail-Phase 2 (design)	GO	\$	125,000	
9	Hidden Point Park	Caboose renovation	GO	\$	40,000	
10	Southwoods Park	Shelter, restroom, BB court, trails and overlook (design)	GO	\$	150,000	
11	Valley View Park	Disc golf expansion	GO	\$	75,000	
12	Valley View Park	Maintenance building, pickleball court shelter/restrooms, parking lot, grading, utilities, signage, cricket batting cage (design)	GO	\$	200,000	
13	Five Waters	Maintenance building, pickleball court shelter/restrooms, parking lot, grading, utilities, signage, cricket batting cage (design)	GO	\$	300,000	
14	Various	Landscaping	O	\$	25,000	
15	Raccoon River Park	Boat locker phase 3	GO	\$	75,000	
Totals by Funding Source			GO	\$	75,000	
			GO	\$	975,000	
			GO	\$	3,080,000	
			LOST	\$	-	
Parks Total				\$	4,055,000	
Ongoing Maintenance						
Median Renovations		Landscape replacements, restraining of decorative pavement and resealing of joints		\$	100,000	
Trail Renovation		Trail repair & bridge repairs		\$	300,000	
Court Renovation		Kiwanis 1/2 BB (rebuild), Pearson BB, Scenic Valley BB		\$	300,000	
Concrete Pavement Renovation		Preventative maintenance & repair of concrete pavement		\$	100,000	
Ongoing Maintenance Subtotal				\$	800,000	

NOTES

Remainder of funding, partially funded in FY 21-22

Placeholder in case FY 20-21 budget isn't sufficient
Additional funds added to existing budgeted funds
Will be done with street widening design
Basic services only. CA to be budgeted with construction

Opportunity for funding through Polk County bond referendum or Water Trails grants

Used to cover coverage on Play Equipment Replacement (Peony, Scenic Valley, Willow Springs) project

FY 23-24 - PROPOSED

Parks						
1st Street Trail	Trail from Raccoon River Bridge to Lincoln (design/construction)	GO	\$	600,000		
Five Waters Project	Raccoon River Pedestrian Bridge (second 1/2 of construction)	LOST	\$	3,900,000		
	Marathon Loop/Sugar Creek Greenway Trail-Phase 2 (construction)	LOST	\$	850,000		
	Raccoon River Greenway - 1st Street River Access (second 1/2 of construction)	GO	\$	300,000		
Hidden Point Park	Shelter, restroom, BB court, tennis court, trails and overlook (construction)	GO	\$	500,000		
Holiday Park Baseball	Baseball Phase 8 - Parking lot & entry (final design & construction)	O	\$	1,200,000		
Pearson Park	South & north bridge replacement	GO	\$	300,000		
Various	Play equipment replacement - RRP Softball, Ashawa, Wild Rose, (design)	GO	\$	150,000		
Various	Play equipment replacement (Crossroads, Jaycee, Kiwanis) (construction)	GO	\$	1,300,000		
Valley View Park	Maintenance building, pickleball court shelter/restrooms/ parking/grading (first 1/2 construction)	GO	\$	900,000		
Brown's Woods Hollow Park	Site planning and initial grading/underground utilities	GO	\$	250,000		
Scenic Valley Park	Tennis court or dedicated pickleball	GO	\$	160,000		
Wild Rose Park	Tennis court or dedicated pickleball	GO	\$	160,000		
Raccoon River Park	Boat locker phase 3	GO	\$	90,000		
			\$	10,060,000		
Ongoing Maintenance						
Median Renovations	Landscape replacements, restaining of decorative pavement and resealing of joints		\$	100,000		
Trail Renovation	Trail repair & bridge repairs		\$	300,000		
Court Renovation	Peony/Maple Grove/Ashawa/Valley View BB		\$	300,000		
Concrete Pavement Renovation	Preventative maintenance & repair of concrete pavement		\$	100,000		
	Ongoing Maintenance Subtotal		\$	800,000		

Opportunity for funding through Polk County bond referendum
Add grading of mound & sanitary sewer to cost

FY 24-25 - POTENTIAL

Parks						
Five Waters	Marathon Loop/Raccoon River Greenway - Trail (RRP to 1st Street) (design)	LOST	\$	250,000		
	Amphitheater Restroom (design)	LOST	\$	100,000		
Various	Play equipment replacement - Kiwanis, RRP Softball, Wild Rose (construction)	GO	\$	1,300,000		
Various	Play equipment replacement - Meadowview, Wilson, Quail Cove (design)	GO	\$	150,000		
Valley View Park	Maintenance building, pickleball court shelter/restrooms/ parking/grading (second 1/2 construction)	GO	\$	900,000		
S. 35th Street Trail	Removal & replacement with concrete trail	GO	\$			
Browns Woods Hollow Park	Playground, parking lot	GO	\$			
Fox Creek Greenway Trail	Whisper Point Park to EP True Parkway	GO	\$	400,000		
City Campus	Pedestrian Improvements	GO	\$			
			\$	3,100,000		

24-25/25-26

Future Projects (FY 24-25/25-26/26-27)

American Legion Park	Skate park lighting	GO	\$	100,000		
Crossroads Park	Shelter/restroom replacement	GO	\$	400,000		
Browns Woods Hollow Park	Neighborhood park development	GO	\$	1,500,000		
Fairmeadows Park	Shelter/restroom replacement	GO	\$	250,000		

FY (Est.)

24-25
25-26/26-27
26-27

Five Waters	Marathon Loop/Sugar Creek Greenway Trail-Phase 3 (design)	LOST	\$	125,000	25-26
	Marathon Loop/Sugar Creek Greenway Trail-Phase 3 (construction)	LOST	\$	850,000	25-26
	Marathon Loop/Sugar Creek Greenway Trail-Phase 4 (design)	LOST	\$	125,000	25-26
	Marathon Loop/Sugar Creek Greenway Trail-Phase 4 (construction)	LOST	\$	850,000	26-27
	Marathon Loop/Raccoon River West Ped Bridge (design & permitting)	LOST	\$	900,000	25-26/26-27
	Marathon Loop/Raccoon River Greenway - Trail (RRP to 1st Street) (construction)	LOST	\$	1,750,000	25-26/26-27
	Great Western Trail Connection (design and land acquisition)	LOST	\$	750,000	25-26/26-27
	Amphitheater Restroom (construction)	LOST	\$	500,000	25-26
	Raccoon River Greenway - 1st Street Market/Feasibility Study	LOST	\$	75,000	25-26
	Raccoon River Greenway Land Acquisition	LOST	\$	200,000	24-25
	Whisper Point Park to EP True Parkway	GO	\$	400,000	24-25/25-26
	Playground	GO	\$	200,000	25-26
	Play equipment replacement (construction)	GO	\$	200,000	25-26
	Shelter/restroom replacement	GO	\$	250,000	26-27
	Event shelter/year-round restroom/existing restroom renovation/ beach access	GO	\$	6,000,000	25-26/26-27
	Raccoon River Park	GO	\$	200,000	24-25
	Trails	GO	\$	600,000	26-27
	Windsor Heights trail connection	GO	\$	3,400,000	25-26/26-27
	Shelters, Restrooms and Inclusive Playground (design)	GO	\$	200,000	24-25
	Central site grading, utilities, north roadway	GO	\$	200,000	24-25
	Futsal court	GO	\$	200,000	24-25
	Various				
	Play equipment replacement - Wilson, Quail Cove (construction)	GO	\$	400,000	25-26
	Shelter replacement	GO	\$	200,000	25-26
	Total		\$	20,325,000	
Future Projects (Beyond 5 Years)					
American Legion Park	Play equipment replacement		\$	210,000	31-32
Brookview Park	Play equipment replacement		\$	150,000	28-29
	Outdoor classroom		\$	40,000	
Crossroads Park	Lions shelter replacement		\$	50,000	
Fairmeadows Park	Bocci ball court and sidewalks		\$	50,000	
Five Waters	Marathon Loop-Future Phases		\$	11,475,000	
	Raccoon River Greenway		\$	2,000,000	
	Raccoon River Adventure Park, Cabins, Single Track Trails		\$	3,500,000	
	Raccoon River West Ped Bridge (construction)		\$	8,000,000	
	Great Western Trail Connection (construction)		\$	2,500,000	
	Raccoon River Greenway-Raccoon River Drive river access (design)		\$	50,000	
	Raccoon River Greenway - Raccoon River Drive river access (construction)		\$	600,000	
Fox Ridge Park	Neighborhood park development		\$	1,500,000	
Holiday Park	Aquatic center upgrade		\$	1,000,000	
Huston Ridge Park	Play equipment replacement		\$	150,000	31-32
Knolls Park	Play equipment replacement		\$	200,000	31-32
	Shelters		\$	40,000	
	Sports complex		\$	6,400,000	
	Mini-park - Commerce		\$	105,000	
	Play equipment replacement		\$	200,000	28-29
Maple Grove Park	Loop trail		\$	185,000	
Meadowview Park	Play equipment replacement		\$	450,000	
Nellie Phanix Legacy Commons	Play equipment replacement		\$	200,000	30-31
Pearson Park	Neighborhood park development		\$	1,500,000	
Raccoon River Park	North triangle improvements / ice loop / parking expansion		\$	12,000,000	
	Dog park improvements - shelter/agility course		\$	90,000	
	Dog park trail - around outside of fence		\$	105,000	
	Dog water training area		\$	55,000	

	East entrance pavement & east entrance at 11th Street	\$	1,000,000
	River bank erosion control	\$	250,000
	Habitat restoration	\$	155,000
	Shelters	\$	450,000
	Signage	\$	42,000
	Soccer playground	\$	170,000
	SB complex limestone seawall	\$	40,000
	SB complex maintenance access paving/parking lot	\$	200,000
Southwoods Park	Open air shelter	\$	140,000
	Singletrack trails	\$	200,000
Superblock Park	Neighborhood park development	\$	1,500,000
Valley View Park	Ice Rink	\$	5,500,000
	Shelters, restrooms, inclusive playground (construction)	\$	4,900,000
Various	South roadway & trail	\$	1,900,000
	Site furniture	\$	30,000
	Neighborhood park skate facilities	\$	200,000
Westport Park	Neighborhood park development	\$	1,500,000
Woodland Hills Park	Play equipment replacement	\$	250,000
Total Future Projects		\$	70,332,000

33-34

*Play equipment replacement based on 18 year lifespan

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

DATE: October 20, 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. These fees will go into effect December 1. The Board is asked to approve updated fees associated with Parks and Recreation and the MidAmerican Energy Company RecPlex. Please see the supporting document highlighting current and proposed fees, the year we last updated fees and estimated additional revenue, a description of the increases is below.

Aquatic Center Season Passes

Season pass rates for residents have not been increased since 2017. Daily admission was last increased in 2020 and is proposed to remain unchanged at this time to stay competitive in the market.

The increase ranges from 5.8% to 18% depending upon the type of season pass and whether the pass holder is a West Des Moines resident. For example, the increase for a resident family of four is \$20 or 10% and a non-resident family of four is \$40 or 14.2%. The increase for a one person pass for a resident is \$5 or 5.9% and \$10 or 7.6% for a single non-resident

The rate increase is projected to bring in an additional \$21,875 in revenue based upon the number of passes sold in 2022.

Valley Junction Activity Center

Rental rates have not been increased since 2016 and the facility was renovated in 2019. The increases range from 8.3% to 25% depending on the specific space you are renting. Since the most recent renovation, the kitchen is now available to be rented so a fee is being added. The rate increases are projected to bring in an additional \$8,500 based upon last year's rented hours and revenue.

Raccoon River Park Nature Lodge

The majority of the rental rates were updated in 2022 but the Display Area and Kitchen were accidentally left off that list. The increases will now match up with the other rental spaces in the Nature Lodge. The rate increase of these two areas is projected to bring in an additional \$927.

Park Shelters

The park system has 10 rentable shelters and fees were last increased in 2016. Shelters must be rented for a minimum of four hours. The increase is expected to cover increased staffing, security, and contract maintenance costs associated with rentals. The increase is projected to bring in an additional \$22,000 based on last year's rented hours and revenue.

Holiday Park Baseball

Rental rates have not been increased since either 2019 or 2020. The increases range from 10% to 28% depending on the type of rental (i.e. practice, game, tournament, league, etc.). The rate increase is projected to bring in an additional \$24,600 based upon last year's rented hours and revenue. This will help offset an expense increase of 25-30% for the contracted service to maintain the fields.

Raccoon River Park Softball Complex

Rental rates were last increased in 2020. The increases range from 16.6% to 50% depending on the type of rental (i.e. youth, adult, season and number of teams participating). The rate increase is projected to bring in an additional \$9,259 based upon last year's rented hours and revenue.

Raccoon River Park Boathouse Lockers

The Boathouse Lockers have been in high demand since opening in 2020. A total of 43 lockers were constructed with the Boathouse and were rented in the summer of 2020. Due to high demand, an additional 40 lockers were constructed and opened in summer 2022 for a total of 83 rentable lockers. Since preference is given to West Des Moines residents, all lockers are currently being rented by residents. The 25% increase in the rental fee will help offset the cost and installation of the lockers by generating an additional \$2,075 in revenue annually. There is still a waiting list of 55 residents so additional lockers are being considered.

MidAmerican Energy Company RecPlex

The Grand Opening was held in October 2021, but the facility was not fully operational until the first week of January 2022. Staff is recommending the following fee increases expected to generate an additional \$66,050 in revenue.

- Ice Rental will increase by 3.6% from \$275 to \$285 per hour and generate an additional \$17,500 based on last year's rented time.
- Court Rental will increase by 6.7% from \$45 to \$48 per hour and generate an additional \$12,600 based on last year's rented time.
- Indoor Turf Rental (1/3 Field during off season) will increase by 20% from \$50 to \$60 per hour and generate an additional \$5,000 based on last year's rented time.
- The Performance Center, an area originally designated for the Iowa Wild locker room, has been turned into a rental space. The Des Moines Fencing Club and Dowling Wrestling Club will be renting a large number of hours. The \$15,500 in revenue is a very conservative revenue projection.
- Outdoor Turf Rental will increase by 6.7% from \$75 to \$80 per hour and generate an additional \$15,450 based on last year's rented time.

While not included in fees and rates approved by Council, RecPlex concession prices have been raised to reflect increased cost of staffing and products.

Total projected additional revenue is \$156,400 (\$90,350-Parks & Recreation/\$66,050-Recplex). Going forward, staff will annually evaluate fees to keep up with rising staff and operating costs.

The Facilities Committee met on October 13, 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

TO: Finance & Administration Council Committee
FROM: Ryan Penning, Assistant Director of Parks and Recreation
DATE: October 19, 2022
RE: Revision of Rates and Charges – Shelters, Facility Rentals, Aquatics and RecPlex

The Committee is asked to consider changes to the rates charged in several areas within the Parks and Recreation Department and the MidAmerican Energy Company RecPlex.

Type	Current	Proposed	Last Changed	Estimated Additional Revenue
Aquatics – Season Passes				\$21,875.00
Resident				
One Person	\$85.00	\$90.00	2017	
Two Person	\$120.00	\$130.00	2017	
Additional Person	\$40.00	\$45.00	2017	
Nanny/Granny	\$60.00	\$65.00	2017	
Non-Resident				
One Person	\$130.00	\$140.00	2017	
Two Person	\$170.00	\$190.00	2017	
Additional Person	\$55.00	\$65.00	2017	
Nanny/Granny	\$60.00	\$70.00	2017	
Aquatics – Rentals				\$1,100.00
Holiday Aquatic Center	\$800.00	\$900.00	2019	
Valley View Aquatic Center				
Entire Facility	\$1,300.00	\$1,500.00	2019	
Lazy River	\$700.00	\$750.00	2019	
Leisure Pool/Kids Pool	\$450.00	\$500.00	2019	
Lap Pool/Diving Boards/Drop Slides	\$400.00	\$450.00	2019	

Valley Junction Activity Center				\$8,500
Ballroom	\$80.00	\$90.00	2016	
Program Room	\$60.00	\$65.00	2016	
Dining Room Full	\$30.00	\$40.00	2016	
Dining Room Cleaning	\$80.00	\$100.00	2016	
Dining Room 1/3	\$20.00	\$25.00	2016	
Veterans Room	\$20.00	\$25.00	2016	
Kitchen		\$20.00		
Nature Lodge				
Kitchen	\$30.00	\$35.00	2016	\$927.00
Display Area	\$30.00	\$35.00	2014	
Shelters				\$22,000.00
Rentable Shelters (15)	\$10.00/hour	\$15.00/hour	2016	

Holiday Park Baseball Rental				
Open League Games	\$35.00	\$40.00	2020	\$24,614.00
Open League Practice	\$17.50	\$22.50	2020	
Competitive League Games	\$50.00	\$55.00	2020	
Competitive League Practices	\$25.00	\$30.00	2020	
Premier League Games	\$50.00	\$55.00	2020	
Tournament Games	\$50.00	\$55.00	2019	
All Other Rentals	\$50.00	\$55.00	2019	
Tournament Maintenance Fee	\$25.00	\$30.00	2019	
RRP Softball Complex				
Adult Softball Tourney (20+ teams)	\$10.00/game	\$15.00/game	2020	\$9,259.00
Adult Softball Tourney (<20 teams)	\$15.00/game	\$20.00/game	2020	
Youth Tourney	\$30.00/game	\$35.00/game	2020	
Youth Tourney (after Sept 1)	\$20.00/game	\$25.00/game	2020	
Hourly Rental	\$30.00/ hour	\$35.00/hour	2020	
RRP Boathouse Lockers				
Resident	\$100.00	\$125.00	2020	\$2,075.00
Non-Resident*	\$150.00	\$190.00	2020	
*Currently only being offered to WDM residents due to high demand				
MidAmerican Energy RecPlex				
Ice Rental				\$17,500.00
In Season (October – March)	\$275.00	\$285.00	2020	
Court Rental				\$12,600.00
Full Court (1BB/2 VB)	\$45.00	\$48.00	2020	
Indoor Turf Rental				\$5,000.00
Off Season-1/3 Field (Apr 15-Nov 15)	\$50.00	\$60.00	2021	
Performance Center				
Full Room		\$45.00	NEW	
Outdoor Turf Rental				\$15,450.00
Full Field	\$75.00	\$80.00		

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

DATE: October 17, 2022

ITEM: Motion – Approval of Professional Services Agreement – RecPlex Expansion Pre-Design Building Services

FINANCIAL IMPACT: Expense not to exceed \$52,000. Expenses to be paid from G/L account 692.400.700.5250.490.

BACKGROUND: With primary construction substantially complete staff has been tasked with creating a long term plan for the final buildout of the RecPlex site. This plan will be used to ensure the complex remains competitive in the market and set up to remain financially sustainable for many years to come. As the facility usage has already reached benchmarks originally expected in years four and five of operation the need to have a long-term plan is important.

In July 2022, Council approved a contract with Sports Facility Advisors to perform a feasibility study to review potential expansion options prior to any pre-design work taking place. Staff recently reviewed the results of the study that indicated the proposed expansion would achieve full occupancy and result in a net profit in the first year of operation in addition to the expanded tournament and economic impact.

Staff recommends that the Council approve an agreement with Shive Hattery for the pre-design services for both the layout of the site and a potential addition to the existing complex. The potential addition would include a third ice rink, bleachers, locker rooms, restrooms, classrooms, storage, refrigeration room and resurfacer room. The proposed site modifications would include additional parking due to the added building square footage, options for additional outdoor fields, outdoor concessions and restrooms.

Shive Hattery was selected for this work based their experience as the City's representative when this project started and their current role as the architect on record. As the current main architect Shive Hattery has access to all the required site plans, conditions and construction documents needed to prepare an accurate plan.

The proposed agreement is attached along with a detailed Scope of Services.

OUTSTANDING ISSUES: None

RECOMMENDATION: That the City Council approve the agreement with Shive Hattery.

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

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

DATE: September 6, 2022

ITEM: Motion – Approval of Agreement – 2022 Art on the Campus Artwork Purchase – “Confluence”

FINANCIAL IMPACT: Approximate expense of \$16,500 from the FY22-23 Public Art Fund budget for the artwork (\$15,500 / \$17,500 purchase value minus \$2,000 artist exhibition fee already paid by the City for Art on the Campus) and installation (estimated at \$1,000). A donation covering the costs will be made by an anonymous donor through the Friends of WDM Parks and Recreation. The Friends will then reimburse the City for all purchase and installation costs with the reimbursement placed back into the Public Art Fund.

BACKGROUND: Public Arts Advisory Commission Exhibition Committee members Rita Luther and Mahesh Mathrubutham met with staff members Allison Ullestad and Sally Orgies on May 5, 2022, to review and discuss the possible purchase and subsequent donation of the artwork, “Confluence” from the 2022 Art on the Campus exhibit. Staff suggested the artwork be permanently installed in front of City Hall. City Manager, Tom Hadden, artist, David Zahn, and the anonymous donor all approved of the location. Renderings of the placement are attached for reference.

The Public Arts Advisory Commission approved the recommendation to purchase “Confluence” at their meeting held on May 26, 2022, with the expectation that reimbursement of the purchase and installation costs be made by the anonymous donor through the Friends of WDM Parks and Recreation.

The artwork description and photos of the artwork are attached. If approved by Council, the footing will be installed as soon as possible, and the artwork will be moved after the 2022 Art on the Campus exhibit is completed on November 15, 2022.

OUTSTANDING ISSUES: None

RECOMMENDATION: That the Council approve the agreement to purchase “Confluence” by David Zahn of Moline, IL, to be installed at the front of West Des Moines City Hall located at 4200 Mills Civic Parkway.

Lead Staff Member: Allison Ullestad, Arts, Culture, and Enrichment Supervisor

STAFF REVIEWS

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

PUBLICATION(S) (if applicable)

Published In	N/A
Dates(s) Published	

SUBCOMMITTEE REVIEW (if applicable)

Committee	N/A		
Date Reviewed	PAAC 5/26/22		
Recommendation	Yes	No	Split

CITY OF WEST DES MOINES CITY COUNCIL MEETING COMMUNICATION

DATE: September 19, 2022

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

FINANCIAL IMPACT: Total contract amount of \$1,847,276.90 (\$1,784,566.90 base bid + \$62,710.00 add alternate #1). The preliminary estimated cost of the base project was \$1,763,889.22, with two add alternates for site electrical/lighting and a music zone estimated at \$59,739. Staff is recommending accepting add alternate #1 for the electrical/lighting. 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 Raccoon River Park Inclusive Playground CIP (Project No. 0525 004.0510 064 2021). There is currently \$1,815,000 available in that project fund. Staff is recommending utilizing remaining funding in the Raccoon River Park Lighting Upgrade (Project No. 0525 004.0510 033 2018) to cover the add alternate item. The lighting upgrades to the park, including new poles and LED fixtures, were completed a few years ago. However, at that time the lighting in the playground area was not upgraded anticipating some changes to the playground layout. With this project, lighting within the playground will now be upgraded with new poles and fixtures to match the others in the park. There is currently \$105,571 remaining in that project account.

BACKGROUND: The Council is asked to approve the plans and specifications for the Raccoon River Park Playground Replacement project and to receive and file the report of bids that is attached. Two (2) bids were received for the project with the lowest responsible base bid submitted by Caliber Concrete LLC of Adair, Iowa.

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.

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

DATE: October 3, 2022

ITEM: Resolution - Order Construction and Notice of Public Hearing on Plans, Specifications, Form of Contract, Estimate of Cost, and Direct Advertisement of Bids – Neighborhood Park Signage Project, Information and Secondary Entrance Signs

FINANCIAL IMPACT: None at this time. The preliminary estimated cost for the base bid items is \$471,013.20. The project also includes an add alternate bid item to include adding up to (13) additional secondary entry signs estimated at \$7,300 each. Expenses to be paid from G/L account 500.000.000.5250.490. Funding will be covered out of funds in the Park Signage Upgrade (0510 094 2017) and Park Info & Wayfinding Phase 3 (0510 059 2021) budgets. There is currently \$495,212.69 available for construction in these project funds.

BACKGROUND: A Bid Letting should be scheduled for 2:00 p.m. on Wednesday, October 26, 2022, and a Public Hearing on the project scheduled for 5:35 p.m. on Monday, November 7, 2022. The contract would be awarded on Monday, November 7, 2022, and work may begin shortly thereafter. The project completion date is set for late Spring of 2023 with the manufacturing of the signs over the winter months.

This resolution is for the next phase of park signage improvements. The previous phase completed in 2019 included the replacement of the primary neighborhood park signs located throughout the park system. This phase will include installation of secondary park signs located at the trail/sidewalk entries into the parks, and information signs located primarily in the central areas of the parks. The information signs to include park rules and regulations as well as other interesting history or facts regarding the individual parks. The signs are designed in the same family as the previous primary signs made of a combination of corten steel, sandblasted aluminum, and stainless steel lettering, all mounted on a concrete footing. Other minor work will include removal and replacements of small sections of cracked/damaged concrete in the same vicinity of the signs and new concrete pads for additional bike rack locations (installed by others).

OUTSTANDING ISSUES: None.

RECOMMENDATION: That the Council approve the Resolution.

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

**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: 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: 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 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	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 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 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	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 – 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

Parks & Recreation CIP Status

10/14/2022

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													
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 / railroad crossing installed at 11th, waiting for railroad to install crossing at 9th
18/19	Raccoon River East Pedestrian Bridge Design	Raccoon River Park	GO	\$ 300,000								Under Design	Construction not budgeted / Capital Campaign kicked off / plans 95% complete / working through IDOT review, approval, and bid letting process / bid letting currently scheduled for 2/21/23
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 / Appox. half of trail complete, waiting on permit for two creek crossings and second half installation can begin
19/20	Restrooms	Railroad Park	GO	\$ 350,000	X	X	X	X	X			Substantially Complete	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 / permanent use permit received / restrooms opened for use 9/8 / still working through final punchlist items
19/20	Disc Golf Course Renovation	Southwoods Park	GO	\$ 30,000								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 / brush removal complete / dead tree removal complete / working on contract for baskets & tee pads
22/23	Disc Golf Course Expansion		GO	\$ 75,000	X	X			X				
19/20	Lighted Pickleball Courts (fka Central Site Grading, Utilities, Road)	Valley View Park	GO	\$ 1,400,000								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 / Courts substantially complete 10/14/22
22/23	Pickleball Courts (Additional funding)		GO	\$ 390,000	X	X	X	X	X				
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	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 / Award contract 9/19/22 / Demolition to begin in late Oct.
21/22	Demo, Inclusive Playground, Central Area Improvements (Design/First 1/2 of construction)		GO	\$ 750,000									
22/23	Demo, Inclusive Playground, Central Area Improvements (Remainder of funding)		GO	\$ 1,250,000	X	X	X	9/19/2022					
20/21	2020 Asphalt Trail Renovation	Jordan Creek-39th to 50th	GO	\$ 712,556	X	X	X	X	X	X	10/3/2022	Complete	Started construction in September / contractor needs to repair damage to trail near 39th Street / project complete working thru punch list items / retainage will be paid 10/3
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 / equipment being installed in Scenic Valley & Peony / demo and sitework to begin in Willow Springs in September
21/22	Play Equipment Replacement Construction		GO	\$ 900,000									
22/23	Play Equipment Replacement Construction (Additional funding)		GO	\$ 225,000			X	X	X				
20/21	Creek Stabilization/Crossing & Parking Lot Design	Crossroads Park	GO	\$ 75,000	X	X						Under Construction	PSA approved by Council 3/1/21 / In bidding process / Going to Council 9/20 to award contract / Construction underway / Water quality items complete, asphalt overlay scheduled for late Oct.
21/22	Creek Stabilization/Crossing & Parking Lot Construction		GO	\$ 600,000									
21/22	Concrete Pavement Renovation		GO	\$ 100,000	X	X	X	X	X				

