

**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.

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|-------------------|---------------------------------|----------------------------------|------------|---------------|-----------------------------------|
| 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 | | | |

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|----------------------------|--|---|---|--|---------------------------------------|
| 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,

 _____ 10-20-22

Miranda Kurtt
Administrative Secretary

ATTEST:

 _____ 11-17-22

Aaron Sewell
Vice Chair