

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

**5:30 p.m.
Thursday, January 19, 2023
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 November 17, 2022, Meeting**
- 4. Old Business**
- 5. New Business**
 - A. Motion – Election of Officers
 - B. Motion – Approval of Committee / Liaison Appointments
 - C. Presentation – Arts, Culture, and Enrichment Staff Report
 - D. Motion – Approval of Policy – Board and Commission Appointments
 - E. Motion – Approval of Policy – Recreation Program Policy
- 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, November 17, 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, November 17, 2022, at 5:32 p.m. by presiding Chair Schebel.

Commission	Heather Schebel <i>Chair</i>	Joe Hrdlicka <i>Secretary</i>	Jim Miller	Aaron Sewell <i>Vice-Chair</i>	Linda Lowe
Present	X		X phone in	X	X
Commission	Melissa Clarke-Wharff				
Present					
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	X

On Item 1. Call to Order/Approval of Agenda

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

On Item 2. Citizen Forum

None

On Item 3. Approval of Minutes of October 20, 2022, Meeting

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

On Item 4 Old Business

None.

New Business

On Item 5A. – Motion-Recommendation to City Council-FY 23-24 Parks Capital Improvement Program

Ortgies stated that the FY 23-24 Parks Capital Improvement Program was presented to the Facilities Committee, and they approved the staff’s prioritized recommendations. She asked if there were any questions. Sadler commented the only new addition was the Holiday Park Softball Lighting-Quinn Field.

Sewell moved to approve the Recommendation to City Council – FY 23-24 Parks Capital Improvement Program. Lowe seconded. Motion carried unanimously

On Item 5B. – Motion – Approval of Park Use Agreement – West Des Moines Girls Softball Association

Penning stated that the five-year Park Use Agreement between the City and West Des Moines Girls Softball expires on December 31, 2022. The group is requesting to renew the agreement for another five years. They hold USSSA Tournaments on the weekends along with practices and games during the week. Parks and Recreation did an economic impact study, and direct economic impact in 2022 from tournaments was \$3.9 million.

Lowe moved to approve the Park Use Agreement – West Des Moines Girls Softball Association. Sewell seconded. Motion carried unanimously.

Staff Reports

On Item 6A. Superintendent of Parks

Sadler stated that mowing of parks is complete, restrooms are closed except for the Raccoon River Boathouse and Railroad Park Restroom, and the last day for seasonal staff was October 31. The Parks CIP Project Status, included in the packet, has been updated. Lowe questioned when the Boathouse Restrooms will be closed. Sadler stated that they will close at the end of December and open in March. Schebel asked if the community is aware that these are open, and Lowe questioned if we could put a notice on the door once the restrooms are closed. Sadler stated he will put signage on the doors and provide communication for social media.

On Item 6B. Assistant Director of Parks and Recreation

Penning provided a handout illustrating statistics for the Winter/Spring 2022-2023 Registration Day held on November 8. This program guide had 20 new programs. The RecPlex will host the Iowa High School E-Sports State Finals on November 18 and again in March and June 2023. On November 22, the Turkey Cup, a hockey game between the Des Moines Oak Leafs and Des Moines Capitals, will take place at the RecPlex. This is the Oak Leafs first time to ever host the game. The Mayor's Tree Lighting at the Jamie Hurd Amphitheater is on November 28. The Public Art Advisory Commission has issued a Request for Artist Qualifications for the Raccoon River Park playground public art sensory wall. The family of Brenda Sedlacek purchased and donated the *Confluence* artwork piece, located in front of City Hall, in honor of her time served on the Public Arts Advisory Commission.

On Item 6C. Director of Parks and Recreation

Ortgies stated the Superintendent of Parks interviews will take place the first week of December. Our Naturalist, Melanie Perry, will be retiring on February 28, and the position has been posted. Sewell questioned if a child was selected for the Mayor's Tree Lighting. Allison Ullestad may have a potential candidate from the Superintendent of Valley High School. Miller questioned if geofencing is being utilized at the RecPlex and parks for fundraising for the bridge.

On Item 7. Other Matters

None.

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

A. City Council Communications

- | | |
|------------------|--|
| November 7, 2022 | Motion – Approval of MidAmerican Energy RecPlex CMU Wall Bracing Contract |
| November 7, 2022 | Motion – Approval of Electric Vehicle Site Host Agreement |
| November 7, 2022 | Motion – Approval and/or Reification of Specific Fees and Charges – Parks and Recreation |
| November 7, 2022 | Public Hearing – Neighborhood Park Signage Project, Information and Secondary Entrance Signs |
| | 1. Resolution – Approval of Plans and Specifications |
| | 2. Motion – Receive and File Report of Bids |
| | 3. Resolution – Approve Contract |
| November 7, 2022 | Motion – Approval of Change Order #1 – 2021 Concrete Trail Renovations |

B. Parks CIP Projects Status

Sewell moved to adjourn the meeting. Lowe seconded. Motion carried unanimously. Meeting adjourned at 6:00 p.m.

Respectfully submitted,

Miranda Kurtt
Administrative Secretary

ATTEST:

Aaron Sewell
Vice Chair

**CITY OF WEST DES MOINES
PARKS AND RECREATION ADVISORY BOARD
MEETING COMMUNICATION**

DATE: January 19, 2023

ITEM: Election of Board Officers

FINANCIAL IMPACT: None at this time

SYNOPSIS: According to City Code, the Parks and Recreation Advisory Board elects officers every year at the January meeting for the following positions: Chair, Vice Chair, and Secretary. Officers take office immediately following the election and serve a one-year term but are eligible for reelection.


BACKGROUND: Current officers are as follows:

Chair – Heather Schebel

Vice Chair – Aaron Sewell

Secretary – Joe Hrdlicka

RECOMMENDATION: That the Board take nominations and hold the election of officers.

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

**CITY OF WEST DES MOINES
PARKS AND RECREATION ADVISORY BOARD
MEETING COMMUNICATION**

DATE: January 19, 2023

ITEM: Committee / Liaison Appointments


FINANCIAL IMPACT: None at this time

SYNOPSIS: The Chair of the Parks and Recreation Advisory Board, with the members' consent, appoints committee members every year at the January meeting for the following positions (current members):

City Council Liaison	Chair (Heather Schebel)
School Board Liaison	Chair (Heather Schebel)
Facilities Committee	2 members (Jim Miller / Linda Lowe)
Des Moines Area Trails and Greenways Committee	1 member (Melissa Clarke-Wharff)
Friends of West Des Moines Parks & Recreation Liaison	1 member (Joe Hrdlicka)

BACKGROUND: The Facilities Committee makes recommendations to the full board on facility issues, such as facility fees, policies, requests for use, park use agreements, and park plans. The Des Moines Area Trails and Greenways Committee is a Metro area trails advocacy group.

RECOMMENDATION: That the newly elected Chair appoint and Board approve the committee and liaison appointments.

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

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

DATE: January 19, 2023


ITEM: Motion – Approval of Policy – Board and Commission Appointments

FINANCIAL IMPACT: None

SYNOPSIS: With the Board now being appointed rather than elected, a policy is needed to guide appointments. The Board Chair and Department Director developed a policy for the Board's consideration and approval. The procedure proposed in the policy will be used in recommending new members to the Mayor and Council. It includes an application period, application review, and applicant interviews. If approved, the same policy will be followed by the Public Arts Advisory Commission and Bicycle Advisory Commission.

BACKGROUND:

RECOMMENDATION: That the Board move to approve the Board and Commission Appointments Policy.

Prepared by: Sally Ortgies, Director of Parks & Recreation 
Approved for content by: Sally Ortgies, Director of Parks & Recreation
Accepted for Agenda: Sally Ortgies, Director of Parks & Recreation



Board and Commission Appointments Policy

I. GENERAL

It is in the interest of the citizens of West Des Moines to establish a policy for the appointment of individuals to the Parks and Recreation Advisory Board, Public Arts Advisory Commission, and Bicycle Advisory Commission. Each of the groups are established by ordinance in the City Code with members appointed by the mayor with approval of the City Council.

The purpose of this policy is to establish guidelines and procedures for the appointment of Board and Commission members to ensure fairness and consistency, to encourage diversity, and to best capitalize on the interests and experience of citizen volunteers for the benefit of the community.

II. PROCEDURE

In the event of a vacancy due to an expired term, a resignation, or any other reason, the following procedure will be followed:

A. Application Period

The City Clerk will provide all current applications on-file for the Board or Commission with the vacant position to the Director of Parks and Recreation. Current applications include all those received within the past two years. The Director will contact all current applicants by email to confirm their continued interest. All applicants that are no longer interested or those that don't respond by a given deadline will no longer be considered.

In addition, a notice will be posted on the Parks and Recreation Department social media sites notifying citizens of the vacancy and providing application information. Interested citizens will be invited to apply by a given deadline.

B. Application Review

Once all application deadlines have passed, all current and new applications will be reviewed by the Chair of the Board or Commission and Director of Parks and Recreation. If the Chair is the outgoing member creating the vacancy, the Vice Chair will participate in the review. If both the Chair and Vice Chair are outgoing members, the Secretary will participate. Each of the reviewers will identify their top three applicants based upon interest shown, experience, and background. To be more inclusive and provide opportunity to a larger number of citizens, those applicants not having served on a Board or Commission of the City in the past may receive special consideration. In all cases, gender will be considered to comply with state law requiring gender balance on appointed boards and commissions.

C. Applicant Interview(s)

Following the identification of their top applicants, the Chair and Director will jointly select up to four individuals to interview. Interviews will be conducted by the Chair and Director to further vet the applicant(s) and to provide the applicant(s) with further details about the Board or Commission.

D. Recommendation to Mayor

Based upon the interview(s), the Chair and Director will determine a finalist to be recommended to the mayor. The Director will provide the recommendation to the mayor by email along with a copy of their application and any other supporting information. The City Manager and City Clerk will be copied on this correspondence. The mayor will have the right to deny the recommendation and request an alternate recommendation. If an alternate recommendation is needed, the Chair and Director may propose an alternate from the interview pool or start the search over.

E. Council Approval

If the Mayor approves the recommendation, the City Clerk will proceed with the approval process through City Council. The newly appointed Board or Commission member will take their position at the meeting immediately following City Council approval. The Director will email all current applicants to inform them of the appointment and that their applications will be kept on file for up to two years.

Approved by Parks & Recreation Advisory Board – 1/19/23

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

DATE: January 19, 2023

ITEM: Motion – Approval of Recreation Program Policies

FINANCIAL IMPACT: None at this time.

SYNOPSIS: It has been several years since staff updated our standard Recreation Program Policies. These include our Refund Policy, Cancellation Policy and Registration Change Fee. Staff has researched the policies of other metro communities, as well as those of other cities throughout the state and country. A draft policy has been prepared that addresses these items.

BACKGROUND: A copy of the draft policy is attached.

RECOMMENDATION: That the Board approve the policy as recommended by staff.

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



Recreation Program Policies

REFUND POLICY

1. Full refunds will be given if the request is submitted no later than 14 days before the program start date.
2. Refund requests submitted less than 14 days before the program start date will be refunded 50% of the program registration fee.
3. Requests for refunds submitted on or after the event start date or completion of the program will not be considered.
4. Please allow 2-3 weeks to process a check refund for payments originally made by cash or check. No cash refunds will be given.
5. Payments made by credit/debit card will be refunded back to the original credit/debit card.
6. The Recreation Program Refund Policy does not apply to travel programs, culinary programs, or adult sport leagues.
7. Refunds for medical situations will be considered on a case-by-case basis.

CANCELLATION POLICY

We reserve the right to cancel a program or activity that does not meet the minimum number of participants necessary to offer the program.

REGISTRATION CHANGE FEE

A fee of \$5 will be charged for each registration change made after participants are enrolled in the program.

PROGRAM ASSISTANCE

Fee discounts are available for WDM residents meeting assistance guidelines. Contact WDM Human Services at 515.222.3660

ACCOMMODATIONS

It is the responsibility of the individual with a disability requiring accommodations to inform the Parks and Recreation Department at least 72 hours in advance.

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

DATE: January 17, 2023

ITEM: Motion – Approval of Professional Services Agreement Amendment #3 – Raccoon River Greenway, Parking Lot and River Access at 1st Street


FINANCIAL IMPACT: Expense not-to-exceed \$25,000.00 to be paid from G/L account 500.000.000.5250.490. Funding will be covered out of available funds in the FY 21-22 CIP from the Five Waters, River Access off of 1st Street (Project No. 0510 067 2021).

BACKGROUND: To further expand access to the Raccoon River, a parking lot, drive and river access location are being proposed coming off of 1st (63rd) Street along the north side of the Raccoon River. The parking lot will serve as a location to park vehicles and boat trailers, as well as serve as a safe access to the river. This location will also serve as a location for emergency services access to the Raccoon River, as well as for parking to serve future development of recreational opportunities in this surrounding area.


The original agreement with I + S Group, Inc. was approved on 12/20/21 in the amount of \$54,500.00 for basic services related to the planning and design process for the Raccoon River Greenway, Parking Lot and River Access at 1st Street. On 6/6/22 the agreement was amended (#1) for expenses related to cover hydraulic modeling, permitting and coordination with Iowa DNR and Army Corp of Engineers to support a no-rise permit for the installation of these features. On 7/18/22 the agreement was amended (#2) for expenses related to a feasibility study for a possible trail connection under the new IDOT bridge. Through the design process the parking lot and boat launch location were found to be negatively impacted by the recent installation of piers for the new south-bound IDOT bridge on 63rd Street. Amendment #3 is now being requested for additional services related to relocating the parking lot and boat launch to a new location upstream. The agreement amendment with I + S Group, Inc. is attached along with their scope of services, schedule and fees.

OUTSTANDING ISSUES: None

RECOMMENDATION: That the Council approve Amendment #3 with I + S Group, Inc.

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 Services		
Date Reviewed	January 9, 2023		
Recommendation	Yes	No	Split

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

DATE: January 17, 2023

ITEM: Motion – Approval of Professional Services Agreement – 2023 Playground Equipment Replacement – Crossroads, Jaycee and Kiwanis Parks

FINANCIAL IMPACT: Expense not to exceed \$140,000 including reimbursable expenses to be paid from G/L account 500.000.000.5250.490. Funding will be covered out of \$150,000 in available funds in the FY 22-23 CIP budgeted for the Playground Equipment Replacement Design – Crossroads, Jaycee, Kiwanis (Project No. 0510 036 2022). Funding for construction is included in the FY 23-24 CIP budget request. If funded, construction would likely start in fall 2023.

BACKGROUND: Playgrounds were installed in Crossroads, Jaycee and Kiwanis Parks in 2001, so are now over 20 years old. These three neighborhood parks are located within well-established neighborhoods, and the playgrounds are highly used. The equipment is becoming outdated, beginning to show signs of age and impact from overall high use, and requires more frequent inspections and repairs. Staff forecasts play equipment replacement at every 20 years which is longer than the industry standard of approximately 15 years. With regular inspection and maintenance, this equipment has been able to exceed its projected useful life.

This planning and design process would analyze these playground areas, clearly identify how they are currently used, and determine ways for the playgrounds to best serve park users. The project would include updating surfacing and equipment within the existing spaces to provide accessibility for all users with a focus on inclusive design. The project scope of services would include meetings, site analysis, design documentation, cost estimating, bid phase and construction administration services.

Genus Landscape Architects conducted the public input and design process for the Raccoon River Park Playground Replacement. The project was bid last fall and is currently under construction. Genus has specific expertise in playground design and staff was pleased with their performance on the playground at Raccoon River Park. Therefore, staff is recommending them for the design of this project. This firm has significant experience in playground design and construction, and has demonstrated a good understanding of playground design, safety and inclusive play. The agreement with Genus Landscape Architects is attached along with their proposal, scope of services and fees.

OUTSTANDING ISSUES: None

RECOMMENDATION: That the Council approve the agreement with Genus

Lead Staff Member: David Sadler, Superintendent of Parks 

STAFF REVIEWS

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

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

DATE: January 17, 2023

ITEM: Motion – Approval of Professional Services Agreement – Sugar Creek Greenway Trail Phase 2 Design

FINANCIAL IMPACT: Expense of \$118,200.00 to be paid from G/L account 500.000.000.5250.490. Funding will be covered out of \$125,000.00 available in the FY 22-23 CIP and paid out the Sugar Creek Greenway Trail (0510 040 2022). Funding for the first half of construction is included in the FY 23-24 CIP budget request. If funded, construction would likely start in spring 2024.

BACKGROUND: Snyder & Associates previously completed a conceptual design, cost opinion and project phasing for a trail along Sugar Creek from Raccoon River north to the Interstate 80 bridge. This project is part of the City's 'Marathon Loop Trail' which is one of the 'Five Waters Project' components. Phase 1 of the Sugar Creek Greenway Trail, located between Booneville Road and Stagecoach Drive, was completed in the fall 2021. Phase 2 would connect to trail at Stagecoach Drive and continue north to Mills Civic Parkway. The Council is asked to approve an agreement with Snyder & Associates for professional services related to preparation of construction documents for the Sugar Creek Trail Phase 2. The scope includes project administration, topography & boundary survey, landscape design, engineering design, wetland & bat habitat survey, and bid period assistance. This design work will also parallel design efforts currently underway by the WRA for streambank and water quality improvements along this same stretch of Sugar Creek. The WRA anticipates bidding that project in the fall of 2023 with construction over the winter. Snyder & Assoc. is also the design consultant hired by the WRA for that project as well.

The agreement with Snyder & Associates is attached along with their proposal, scope of work, and schedule. The consultant was selected for this project due to their past experience on this project and experience in this type of work. The City retains professional consultants based on their past work experience, qualifications, and availability. City staff attempts to distribute professional services on an equitable basis to qualified firms maintaining local metropolitan area offices who have expressed interest in working for the City of West Des Moines.

OUTSTANDING ISSUES: None

RECOMMENDATION: That the City Council approve the agreement with Snyder & Associates

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

DATE: January 3, 2023

ITEM: Resolution – Accept Work – Crossroads Park Parking Lot and Water Quality Improvements

FINANCIAL IMPACT: The total construction cost of this project is \$921,869.45. Costs of the project have been paid from budgeted CIP funds from G/L Acct 500.000.000.5250.490. Funding was covered out of available funds in the FY 20-21 CIP budget for the Crossroads Park – Parking Lot Renovation, Creek Stabilization and Creek Crossing project (Project No. 0525 023.0510 053 2020) and Concrete Renovations in Parks (0510 029 2020). There was \$900,000 available for this project including \$700,000 in the Crossroads Park budget, \$100,000 in Water Quality Initiative grant received from IDALS, and \$100,000 available in Concrete Renovations. In addition, a portion of this project (Division 2 at \$38,694.60) will be reimbursed by IDOT due to some improvements needed on the IDOT right of way. There were ten change orders on the project for a total of \$110,407.20.

BACKGROUND: Concrete Connection of Johnston, Iowa is working under an agreement dated Sept. 20, 2021 for construction services related to the Crossroads Park Parking Lot and Water Quality Improvements. 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.


This project included improvements to the park including the parking lot, stabilization of the creek, a new creek crossing to the north ballfield, and a variety of water quality improvements. The parking lot improvements included adding parking spaces, ADA improvements to adjacent sidewalks, replacement of degrading asphalt curbing with concrete curb, and overlay of existing asphalt drive/parking. In addition, the project incorporated multiple water quality components including a series of bioretention areas for stormwater treatment, regenerative creek channel improvements, and soil quality restoration on the adjacent field areas.

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	December 27, 2022		
Recommendation	Yes	No	Split

CITY OF WEST DES MOINES CITY COUNCIL MEETING COMMUNICATION

DATE: January 3, 2023

ITEM: Resolution – Accept Work – 2021 Concrete Trail Renovations

FINANCIAL IMPACT: The total construction cost of this project is \$263,440.00. Costs of the project have been paid from budgeted CIP funds from G/L Acct 500.000.000.5250.490. Funding was covered out of available funds in the 2021 Trail Renovation C.I.P. account (Project No. 0510 027 2020). There were two change orders on the project for a total of \$30,890.00.

BACKGROUND: MNM Concrete Specialist of Des Moines, Iowa is working under an agreement dated April 18, 2022 for construction services related to the 2021 Concrete Trail Renovations. 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.


This project involved the repair and replacement of portions of existing concrete trail located primarily at street crossings to bring them into compliance with ADA. The project also included the replacement of a segment of trail along 60th Street between Vista Drive and the I-80 bridge, as well as a segment of trail along Ashworth Road on the NW corner of 60th Street and Ashworth Rd. The areas being addressed were identified as a higher priority following the 2021 inspection of the entire trail system by City staff. The majority of defects in the existing trails involve spalling and cracking of the concrete trail surface. Defective areas of the trail are being replaced with 6" thick reinforced concrete to help prevent future problems. This will further extend the life of the new trail.

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	December 27, 2022		
Recommendation	Yes	No	Split

CITY OF WEST DES MOINES CITY COUNCIL MEETING COMMUNICATION

DATE: December 19, 2022

ITEM: Resolution – Accept Work – Woodland Hills Greenway Trail Construction and Drainage Improvements

FINANCIAL IMPACT: The total construction cost of this project is \$734,025.50. Costs of the project have been paid from budgeted CIP funds from G/L Acct 500.000.000.5250.490. Funding was covered out of available funds in the Woodland Hills Greenway Trail CIP (Project No. 0510 090 2015). The total amount available for construction was \$752,517 including \$210,880 in grant funding from the Iowa Finance Authority for water quality components of the project. There were four change orders on the project for a total of \$57,484.00.

BACKGROUND: Wenthold Excavating of Elkhart, Iowa is working under an agreement dated May 2, 2022 for construction services related to the Woodland Hills Greenway Trail Construction and Drainage Improvements. 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.

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

OUTSTANDING ISSUES: None

RECOMMENDATION: That the 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	December 12, 2022		
Recommendation	Yes	No	Split

CITY OF WEST DES MOINES CITY COUNCIL MEETING COMMUNICATION

DATE: December 19, 2022

ITEM: Resolution – Accept Work – Railroad Park Restrooms

FINANCIAL IMPACT: The total construction cost of this project is \$554,570.60. Costs of the project have been paid from budgeted CIP funds from G/L Acct 500.000.000.5250.490. Funding was covered out of available funds in the Railroad Park Restrooms CIP (Project No. 0510 032 2019), Landscaping CIP (Project No. 0510 066 2021), Val Gate Entrance Signs (Project No. 0510 052 2021), and cost-savings on other CIP projects. There were four change orders on the project for a total of \$26,635.60.

BACKGROUND: GTG Companies of Johnston, Iowa is working under an agreement dated November 1, 2021 for construction services related to the Railroad Park Restrooms. 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.

This project involved construction of a restroom building in Railroad Park including utilities, masonry construction, standing seam metal roof, plumbing fixtures, sidewalks, and landscaping..

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	December 12, 2022		
Recommendation	Yes	No	Split

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

DATE: December 5, 2022

ITEM: Motion – Approval of MidAmerican Energy RecPlex Plumbing Punch List & water hammering concerns Contract

FINANCIAL IMPACT: Funding for this contract will come from retainage withheld from the original construction contract with no new funding required.

SYNOPSIS: The MidAmerican Energy Company RecPlex reached substantial completion in October 2021 but had a list of over 1,000 items identified as outstanding and incomplete at the time of the grand opening. Staff worked with our owners rep, Shive Hattery, and the General Contractor, ATO Builders, to prepare a plan to address the incomplete items in a timely manner over the coming months. Unfortunately, work from the subcontractors ceased as management from the General Contractor dissolved and the City contract with ATO Builders was terminated in June 2022.

At the time of termination, a significant number of structural, mechanical and operational items remained incomplete and still open on the punch list. Staff directed Shive Hattery to work directly with the subcontractors to review and classify the remaining items into safety, operational and building envelope needs in order to address and assign each item accordingly.

Cunningham, Inc. will be addressing several outstanding plumbing items including automatic flusher systems, water treatment system, cover plates and water hammering in restrooms. Cunningham, Inc., formerly Tame Heating and Cooling, was the original subcontractor for the plumbing and has a working knowledge of the project and outstanding items remaining.

OUTSTANDING ISSUES: None

RECOMMENDATION: That the City Council approve the agreement with Cunningham, Inc.

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

STAFF REVIEWS

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

CITY OF WEST DES MOINES
CITY COUNCIL MEETING COMMUNICATION

DATE: December 5, 2022

ITEM: Motion – Approval of Professional Services Agreement – 2023 Asphalt Trail Renovations

FINANCIAL IMPACT: Expense of \$66,000.00 including reimbursable expenses to be paid from G/L account 500.000.000.5250.495. Funding will be covered out of available funds in the Trail Renovation CIP (Project No. 0510 027 2020).

BACKGROUND: Council is asked to approve an agreement with WHKS & Co. to provide for professional services related to preparation of plans for the renovation of multiple sections of asphalt trail. The renovations include segments of trail along Jordan Creek Trail (60th St to EP Pkwy), Westridge Greenway Trail (EP True Pkwy to Wistful Vista), as well as loop trails located in Willow Springs Park and Scenic Valley Park. The agreement includes all work necessary for the design of these trails, bidding services and construction administration. WHKS is located in West Des Moines and provided engineering & design services for the previously constructed parking lots in American Legion and Meadowview Parks. The agreement with WHKS & Co is attached including scope of services, schedule and fees.


The City retains professional consultants based on their past work experience, qualifications of their staff, familiarity with the project, staffing availability, and past performance. Once a firm has been selected based on the above criteria, City staff then negotiates a fee with the consultant for performing the desired scope of services. City staff attempts, whenever feasible, to distribute professional services work on an equitable basis to qualified firms maintaining local metropolitan area offices who have expressed interest in working for the City of West Des Moines.

OUTSTANDING ISSUES: None

RECOMMENDATION: That the City Council approve the agreement with WHKS & Co.

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	November 28, 2022		
Recommendation	Yes	No	Split

CITY OF WEST DES MOINES
CITY COUNCIL MEETING COMMUNICATION

DATE: December 5, 2022

ITEM: Motion – Approval of Park Use Agreement – West Des Moines Girls Softball Association

FINANCIAL IMPACT: None

BACKGROUND: The term of the five-year Park Use Agreement between the City and West Des Moines Girls Softball is set to expire on December 31, 2022. The Association provides opportunities for over 500 players annually. The Association started in 1960, is committed to our community, and will continue to provide the necessary services to enhance quality of life.

Minor changes have been made to the agreement that reflect the use of the Maintenance Storage Facility and two Wellhouses. The agreement includes another five-year term and has been reviewed by the Legal Department and representatives of the West Des Moines Girls Softball Association.

The Parks and Recreation Advisory Board approved the agreement at their regular meeting on November 17, 2022.

OUTSTANDING ISSUES: None

RECOMMENDATION: That the City Council approve the Agreement.

Lead Staff Member: Ryan Penning, Superintendent of Recreation

STAFF REVIEWS

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

PUBLICATION(S) (if applicable)

Published In	
Dates(s) Published	

SUBCOMMITTEE REVIEW (if applicable)

Committee	
Date Reviewed	

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

DATE: November 21, 2022

ITEM: Motion – Approval of MidAmerican Energy RecPlex Door Hardware Contract

FINANCIAL IMPACT: Funding for this contract will come from retainage withheld from the original construction contract with no new funding required.

SYNOPSIS: The MidAmerican Energy Company RecPlex reached substantial completion in October 2021 but had a list of over 1,000 items identified as outstanding and incomplete at the time of the grand opening. Staff worked with our owners rep, Shive Hattery, and the General Contractor, ATO Builders, to prepare a plan to address the incomplete items in a timely manner over the coming months. Unfortunately, work from the subcontractors ceased as management from the General Contractor dissolved and the City contract with ATO Builders was terminated in June 2022.

At the time of termination, a significant number of structural, mechanical and operational items remained incomplete and still open on the punch list. Staff directed Shive Hattery to work directly with the subcontractors to review and classify the remaining items into safety, operational and building envelope needs in order to address and assign each item.

Walsh Door and Security will be addressing wide-ranging door hardware issues including door closers, hinges, panic bars, frame alignment, latches and locking mechanisms throughout the facility. Walsh Door and Security supplied the door hardware for the original general contractor and has a working knowledge of the project and the expertise to complete the outstanding items remaining.

OUTSTANDING ISSUES: None

RECOMMENDATION: That the City Council approve the agreement with Walsh Door and Security.

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

STAFF REVIEWS

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

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

DATE: November 21, 2022

ITEM: Motion – Approval of Contract Agreement – MidAmerican Energy Company RecPlex Ice Plant Maintenance

FINANCIAL IMPACT: Approximate expense of \$16,000 annually based on services outlined in the attached service agreement. The annual RecPlex operating budget includes costs associated with the maintenance and service of the ice plant.

BACKGROUND: The RecPlex currently utilizes a 180-ton capacity ice plant to keep the ice on both ice sheets frozen 24 hours per day. This service agreement will provide the maintenance required to keep the ice plant operating efficiently and within manufacturers specifications and provide regular feedback to staff to identify future repairs and reduce the opportunity for major and/or long-term equipment breakdowns.

Rinktec, International installed the current ice plant at the RecPlex and is the closest ice rink service provider certified to handle the ammonia refrigerant system in the State of Iowa. This contract is being awarded for good cause due to the design and operating specifications of the ice plant and exclusive control system included with the ice plant.

OUTSTANDING ISSUES: None

RECOMMENDATION: That the City Council approve the Contract with Rinktec International.

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

STAFF REVIEWS

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

PUBLICATION(S) (if applicable)

Published In	
Dates(s) Published	

SUBCOMMITTEE REVIEW (if applicable)

Committee			
Date Reviewed			
Recommendation	Yes	No	Split

CITY OF WEST DES MOINES CITY COUNCIL MEETING COMMUNICATION

DATE: November 21, 2022

ITEM: Resolution – Accept Work – Park Parking Lot & Sidewalk Improvements, American Legion and Meadowview Parks

FINANCIAL IMPACT: The total construction cost of this project is \$245,859.85. Costs of the project have been paid from budgeted CIP funds from G/L Acct 500.000.000.5250.490. Funding for American Legion was covered out of available funds in the FY 20-21 CIP from the Skate Facility Parking Lot and Walkways (Project No. 0510 058 2021). Funding for Meadowview Park will be covered out of available funds in the FY 20-21 CIP from the Parking Lot and Water Quality Improvements (Project No. 0510 060 2021). The total amount available for construction was \$277,000.00. There were two change orders on the project for a total of \$2,140.15

BACKGROUND: Concrete Connection, LLC from Johnston, Iowa is working under an agreement dated April 4, 2022 for construction services related to the Park Parking Lot & Sidewalk Improvements, American Legion and Meadowview Parks. 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.


This project included the construction of parking lots in American Legion and Meadowview Parks. Improvements at American Legion Park included construction of a parking lot, sidewalks within the park with bench pads, replacement of parking lot apron and ped crossing of Vine Street, as well as a new patio area near the skateramp. Improvements at Meadowview Park included construction of a parking lot, sidewalks within the park, and storm water improvements. Overall project included associated clearing & grubbing, earthwork, stormsewer, pavement, site restoration and other related work.

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	November 14, 2022		
Recommendation	Yes	No	Split

CITY OF WEST DES MOINES CITY COUNCIL MEETING COMMUNICATION

DATE: November 21, 2022

ITEM: Motion – Approval of Professional Services Agreement Amendment #2 – Woodland Hills Greenway Trail & Bank Stabilization

FINANCIAL IMPACT: Expense of \$7,500.00 to be paid from G/L account 500.000.000.5250.490. Funding will be covered out of available funds budgeted in FY 20-21 for Woodland Hills Greenway Trail & Bank Stabilization (Project No. 0510 090 2015).

BACKGROUND: The original master plan for the Woodland Hills development (fka Michael's Landing) included a greenway network connecting residential areas in the development to Woodland Hills Park and Sugar Creek Greenway. Segments of trail have been constructed within Woodland Hills greenways, around the park, and connecting to the Sugar Creek greenway trail. This agreement was for the design and engineering of the last remaining segments of trail located in the central part of the development.

The original agreement with LT Leon Associates, Inc. was approved on 4/5/21 in the amount of \$37,800.00 for basic services related to the planning and design process for the Woodland Hills Greenway Trail & Bank Stabilization. On 5/26/22 \$5,000.00 was added as Agreement Amendment #1 for expenses related to preparation of a SWPPP and a few other minor design modifications. \$7,500.00 is now being requested for additional services related to redesigning the south trail at a steeper slope and new alignment at the request of the City following conversations and request from two adjacent residents. The agreement amendment with LT Leon Associates, Inc is attached along with their scope of services, schedule and fees.

OUTSTANDING ISSUES: None

RECOMMENDATION: That the Council approve the Agreement Amendment #2 with LT Leon Associates, Inc.

Lead Staff Member: David Sadler, Superintendent of Parks 

STAFF REVIEWS

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

PUBLICATION(S) (if applicable)

Published In	
Dates(s) Published	

SUBCOMMITTEE REVIEW (if applicable)

Committee				
Date Reviewed	11/14/22			
Recommendation	<table style="display: inline-table; border: none;"> <tr> <td style="border: none;">Yes</td> <td style="border: none;">No</td> <td style="border: none;">Split</td> </tr> </table>	Yes	No	Split
Yes	No	Split		

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

DATE: November 21, 2022

ITEM: Motion – Approval of Change Order #9 – Crossroads Park Parking Lot and Water Quality Improvements

FINANCIAL IMPACT:

Parks CIP (G/L 500.000.000.5250.490, Project No. 0525 023.0510 053 2020) for Crossroads Park – Parking Lot Renovation, Creek Stabilization and Creek Crossing project

Contract Summary:

Description	Amount	Date	Remarks
Construction Contract	\$811,462.25	September 20, 2021	
Change Order #1	\$ 20,704.00	11/1/21	Epoxy coated rebar and SWPPP mgmt.
Change Order #2	\$ 0	11/15/21	Swap out HMA for PCC on north parking
Change Order #3	\$ 3,410.00	11/24/21	Straw & hydromulch for winter cover
Change Order #4	\$ 7,679.70	5/2/22	Additional HMA pavement removal
Change Order #5	\$ 9,800.00	6/2/22	Additional underdrain and subgrade prep.
Change Order #6	\$ 13,014.00	6/2/22	Replace section of HMA with PCC trail
Change Order #7	\$ 18,000.00	8/1/22	Additional excavation along stream channel
Change Order #8	\$ 3,831.00	10/17/22	Additional rolled erosion matting
Change Order #9	\$ 29,007.50	11/21/22	Additional quantities related to patching of park drive, wattles, underdrain and credit on soil media.

BACKGROUND: This project included improvements to the park including the parking lot, stabilization of the creek, a new creek crossing to the north ballfield, and a variety of water quality improvements. The parking lot improvements include adding parking spaces, ADA improvements to adjacent sidewalks, replacement of degrading asphalt curbing with concrete curb, and overlay of existing asphalt drive/parking. In addition, the project incorporated multiple water quality components including a series of bioretention areas for stormwater treatment, regenerative creek channel improvements, and soil quality restoration on the adjacent field areas. Previous change orders were able to be approved at a staff level. This change order, primarily for additional

Parks & Recreation CIP Status

1/13/2023

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			Substantially Complete	Trail substantially complete / 9th and 11th Street railroad crossings complete
18/19	Raccoon River East Pedestrian Bridge Design	Raccoon River Park	GO	\$ 300,000	X	X						Under Design	Construction not budgeted / Capital Campaign kicked off / plans 95% complete / 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	X		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 / complete
19/20	Disc Golf Course Renovation	Southwoods Park	GO	\$ 30,000	X	X			X			Under Construction	Renovation complete / remaining \$8,000 could be used to begin design of potential expansion / Park Board & staff toured area disc golf courses 9/14/Getting pricing from designers for feasibility study / design complete / soliciting bids for brush removals / brush removal begun 8/2/22 / 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	X	X	X	X	X			Substantially Complete	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 / Working on punchlist items
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 Construction	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 has began
21/22	Demo, Inclusive Playground, Central Area Improvements (Design/First 1/2 of construction)		GO	\$ 750,000	X	X	X	X	X				
22/23	Demo, Inclusive Playground, Central Area Improvements (Remainder of funding)		GO	\$ 1,250,000	X	X	X	X	X				
20/21	Play Equipment Replacement Design	Peony/Willow Springs/Scenic Valley Park	GO	\$ 100,000	X	X						Under Construction	Design is in progress / plan to bid winter / contract awarded 2/21 / SV and Peony started May, WS Park on hold until August / equipment being installed in Scenic Valley & Peony / demo and sitework to begin in Willow Springs in September/ Scenic Valley and Peony substantially complete, Willow Springs equipment installed but surfacing pushed to spring due to temperatures
21/22	Play Equipment Replacement Construction		GO	\$ 900,000			X	X	X				
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						Complete	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 complete / Substantially complete, working on punchlist / Project complete
21/22	Creek Stabilization/Crossing & Parking Lot Construction		GO	\$ 600,000									
21/22	Concrete Pavement Renovation		GO	\$ 100,000	X	X	X	X	X	X			
20/21	Fencing/Signage/Repairs	Huston Cemetery	GO	\$ 50,000	In-House	In-House						Under Design	Preliminary design complete / working through City approval process / construction planned fall 2021 / delayed due to need for re-zoning

					Consultant Proposal	PSA Approved (Council)	Construction Ordered (Council)	Contract Awarded (Council)	Construction	Work Accepted (Council)	Retainage Paid		
20/21	Woodland Hills Greenway Trail	Woodland Hills Greenway	GO	\$ 400,000								Complete	Construction documents nearly complete / additional professional services needed for creek stabilization / PSA approved by Council-4/19 / construction underway / grading complete, trail installed, plantings complete / project complete
22/23	Woodland Hills Greenway Trail (Additional funding)		GO	\$ 100,000	X	X	X	X	X	X			
20/21	Diving Platform	Valley View Aquatic Center	GO	\$ 200,000	X	X	X	X	X			Under Construction	Bids allowed to expire per Council directive / could re-bid over winter for spring 2022 construction / F & A approved moving forward with project / will bid with tugboat slide replacement and construct late summer after pool closes / Award Contract 8/15/22
21/22	2021 Concrete Trail Renovation	Various		\$ 300,000	X	X	X	X	X	X		Substantially Complete	PSA for Concrete Trail Renovation going to Council 9/20 / construction summer 2022 / Added section of trail along Ashworth as CO / Complete
21/22	1st Street River Access (Design)	Raccoon River Greenway	LOSST	\$ 100,000	X	X						Under Design	Design summer/fall 2022/shifted location of parking & ramp
22/23	1st Street River Access (Construction)		GO	\$ 300,000									
21/22	Skate Facility Parking Lot & Walkways Design/Construction	Legion Park	GO	\$ 175,000								Complete	
21/22	Parking Lot Design/Construction	Meadowview Park	GO	\$ 150,000	X	X	X	X	X	X			Design summer/fall 2021 / Construction start Fall 2022 / Completed
22/23	Phase 7 Construction-Fields 3 & 4		O	\$ 950,000			X	X	X			Substantially Complete	Construction to begin late June 20 in maintenance area and July 5 on fields / Fields 3 & 4 under construction 7/11/22 / Substantially complete
Budgeted / Professional Services Agreement or Construction Contract Not Yet Awarded													
20/21	Park Signage-Phase 2	Various	GO	\$ 200,000	In-House	In-House	X	X	X			Under Construction	In-house design nearly complete / going through Minor Mod approval / plan to order construction in October / Project contracted
21/22	Park Signage-Phase 3		GO	\$ 170,000	In-House	In-House	X	X	X				
21/22	Median Renovations	Various		\$ 100,000									Engineering will handle / PSA being prepared
22/23	Play Equipment Replacement (Design)	Crossroads/Jaycee/Kiwanis	GO	\$ 150,000			X					Under Design	Design winter
22/23	Grand Avenue Trail Sidepath (Design)	Gap west of I-35	GO	\$ 125,000									Will be done with street widening design
22/23	Sugar Creek Greenway Trail-Phase 2 (Design)	Stagecoach to Mills Civic	GO	\$ 125,000			X					Under Design	Design winter
22/23	Caboose Renovation	Railroad Park	GO	\$ 40,000									Public Services (Facilities) taking the lead to find a contractor
22/23	Shelter/Restroom/BB Court/Trails/Overlook (Design)	Hidden Point Park	GO	\$ 150,000									
22/23	Maintenance Building/Pickleball Court Shelter & Restrooms/ Parking Lot/ Grading/ Utilities/ Signage/ Cricket Batting Cage (Design)	Valley View Park	GO	\$ 200,000									
22/23	Landscaping	Various	O	\$ 25,000	In-House	In-House						Complete	Huston Ridge Park landscaping complete
22/23	Boat Locker Expansion (Phase 3)	Raccoon River Park	GO	\$ 75,000									Funds transferred to Playground Replacement (Peony/Scenic Valley/Willow Springs)