

WEST DES MOINES PARKS AND RECREATION ADVISORY BOARD PROCEEDINGS
Thursday, April 20, 2023

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

The meeting of the West Des Moines Parks and Recreation Advisory Board was called to order in the City Hall Council Chambers on Thursday, April 20, 2023, at 5:32 p.m. by presiding Chair Miller.

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

Commission	Melissa Clarke-Wharff	Kathleen Till Stange			
Present	X	X			

Staff & Council	Ryan Penning <i>Director of Parks & Recreation</i>	Marco Alvarez <i>Superintendent of Parks</i>	Laura Murphy <i>Superintendent of Recreation</i>	Shayne Ratcliff <i>General Manager of RecPlex</i>	Miranda Kurtt <i>Administrative Secretary</i>
Present	X	X	X		X
Staff & Council	Greg Hudson <i>Council Liaison</i>				
Present	X				

On Item 1. Call to Order/Approval of Agenda

Schebel moved to approve the agenda as presented. Till Stange seconded. Motion carried unanimously.

On Item 2. Citizen Forum

None.

On Item 3. 3. Approval of Minutes of March 16, 2023, Meeting

Schebel moved to approve the minutes as presented. Clark-Wharff seconded. Motion carried unanimously.

On Item 4 Old Business

None.

New Business

On Item 5A. – Presentation – Annual Reports

1. Des Moines Rugby Foundation

Doug Loots, President of the Des Moines Rugby Foundation, provided an update on the Foundation. The Foundation is hosting the USA Women's U23 Event on June 22-25. They raised \$25,000 to donate to the USA Rugby Organization who will subsidize some of the players from lower economic backgrounds needing assistance to participate. This event will have a positive financial impact in West Des Moines. The event has approximately 1,000 hotel rooms reserved for the event. The Foundation owns dedicated land for rugby which is uncommon for rugby organizations. Penning provided background on why the park user groups give an update to the Park and Recreation Board. Loots stated the Rugby Club has a long-standing membership with approximately 3,000 members. Till Stange questioned how the park user agreement works. Penning stated that city space is not leased to the groups and instead is a partnership where the organization is providing a service that the

department does not need to supply. Because of this, the city does not charge the organization.

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

Penning stated that the Ice Cream Socials are a great way for the neighbors to get to know each other, Parks and Recreation Staff, and Parks and Recreation Board members. In the past, Library Staff have also attended. The selected parks are on a rotation. This is a great opportunity to interact with the park neighbors. Miller stated that July 20 is the normally scheduled Board meeting. If there are agenda items, the Board will meet just prior to the social. The following are the dates and locations selected for 2023.

1. Ice Cream Social – July 11, 6:30 p.m. – American Legion Park
2. Ice Cream Social – July 13, 6:30 p.m. – Jaycee Park
3. Ice Cream Social – July 18, 6:30 p.m. – Pearson Park
4. Ice Cream Social – July 20, 6:30 p.m. – Wilson Park

Schebel moved to approve the Special Meeting Dates – Ice Cream Socials as presented. Clark-Wharff seconded. Motion carried unanimously.

Staff Reports

On Item 6A. Superintendent of Parks

Alvarez stated that all park restrooms are open. The external drinking fountains and the water at the Community Gardens are still closed due to low temperatures. The Athene Pedestrian Bridge construction has started. The downed trees are being removed and the building of the construction access is underway. The construction of the bridge should start later this year. There was a delay in installation of the surfacing at Willows Spring Park, however, it will be open by early next week. Southwoods Disc Golf creek crossings were installed. Staff and Councilperson, Greg Hudson, met with Metro Disc Golf Organization regarding finishing the course and coordination of communication. The course is set to open mid-May to June once the seeding/restoration is complete and baskets are installed. Bids for the 2023 Asphalt Trails Renovation Project came in on April 19. This project includes portions of the Jordan Creek Trail west of 60th Street, Westridge Greenway Trail, and the loop around Willows Spring Park. Miller questioned the timeline for completion of the project. The contractor has until the fall to complete the Jordan Creek Trail section and the Westridge Greenway Trail needs to be completed this summer prior to school starting. Till Stange questioned the impact on the Raccoon River Park trail usage due to construction. Alvarez stated there are trail closing signage and the contractor does not plan to work on the weekends. Once the culvert and construction access are completed, there shouldn't be any interruption in trail access.

On Item 6B. Superintendent of Recreation

Laura Murphy, Superintendent of Recreation, introduced herself to the Board. Murphy stated the new Food Service & Concessions Coordinator position is posted. Holiday Park Baseball and Raccoon River Park Softball leagues, games, and tournaments are underway. Preparation of the aquatic centers are starting, and we are in a great position for staffing. Earth Family Fun Day is April 22, from 10:00 am – 1:00 pm. The Tom Karpan Relays are May 11. Sand Volleyball leagues start May 3.

On Item 6C. RecPlex General Manager

Penning stated that the RecPlex is in their busiest special events season. They had two weekends of volleyball events where over 5,000 were in attendance with over \$40,000 in concession revenue. Upcoming events in May include: NetLynx Volleyball Tournament; Des Moines University Orientation; SportsPlex West Fundraiser; All Iowa Tack Youth Basketball Tournament; Golden Age Games; and Iowa State University Meet the Coaches Event.

On Item 6C. Director of Parks and Recreation

Penning stated that the FY23-24 Budget was approved at the April 17th Council Meeting. The Athene Pedestrian Bridge groundbreaking event is being planned for early June. The department applied for three grants and has heard back from only Greater Iowa Credit Union. We received \$250 of the \$100,000 amount. The WDMurals contracts were approved at the April 17th Council Meeting and will start installation the beginning of May. The Friends of West Des Moines Parks and Recreation want to focus on fundraising for two to four program events that the department holds annually. Penning mentioned that our new Park Planner, Eric Doll, and Laura Murphy, Superintendent of Recreation, started on April 3. Schebel mentioned graffiti at Quail Cove Park. Alvarez stated that we are aware of this incident and Public Services is contacting a contractor to have it sandblasted. There have already been four incidents of vandalism since the restrooms have opened. Penning stated the Raccoon River Boathouse will be offering bike rentals this season. The Boathouse will be open the Friday prior to Memorial Day weekend.

On Item 7. Other Matters

None.

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

A. City Council Communications

- April 3, 2023 Resolution – Order Construction and Notice of Public Hearing on Plans, Specifications, For of Contract, Estimate of Cost, and Direct Advertisement of Bids – 2023 Asphalt Trail Renovation Project
- April 3, 2023 Resolution – Accept Work – Holiday Park Youth Baseball Field 3&4 Improvements – Phase 7
- April 17, 2023 Motion – Approval of Artist and Artwork Locations – 2023WDMurals
- April 17, 2023 Motion – Proclamation – Earth Day – April 22, 2023

B. Parks CIP Projects Status

Low moved to adjourn the meeting. Schebel seconded. Motion carried unanimously. Meeting adjourned at 6:16 p.m.

Respectfully submitted,



 Miranda Kurtt
 Administrative Secretary

5-18-23

 Date

ATTEST:



 Linda Lowe
 Vice Chair

8-17-23

 Date

