

WEST DES MOINES PARKS AND RECREATION ADVISORY BOARD PROCEEDINGS
Thursday, August 17, 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, August 17, 2023, at 5:31 p.m. by presiding Vice-Chair Lowe.

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

Commission	Melissa Clarke-Wharff	Kathleen Till Stange
Present		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 June 15, 2023, Meeting

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

On Item 4 Old Business

None.

New Business

On Item 5A. – Presentation – East Greenway Presentation

Eric Doll, West Des Moines Parks and Recreation Park Planner, presented the Raccoon River East Greenway Project to the Board. The project will include amenities such as: trails; single-track trail; bird blinds; boardwalk; tent and hammock camping; and kayak and boat accesses. The project will be located on the recently acquired property located on the west side of Highway 28/First Street and south of Valley Junction. The first phase of the project will include boat and kayak access and parking. The plan for this phase is to bid this winter with potential construction starting in 2024.

Staff Reports

On Item 6A. Superintendent of Parks

Alvarez stated there is substantial progress on the Raccoon River Park Playground Project with landscaping installation up next. With the playground equipment in place, it can be challenging to discourage the public

from utilizing it, however, testing needs to be completed on the equipment along with a punch list before it is safe to use. The outlook is a mid-September completion date. The loop trail is open and accessible during the Athene Pedestrian Bridge construction. The piers for the bridge will be installed within the next couple weeks. The asphalt for the Asphalt Trail Renovation Project along Westridge Greenway Trail, around Willow Springs Park, and a portion of Jordan Creek Park has been laid. Construction will be ordered at the next City Council meeting for the playground equipment at Crossroads Parks, Jaycee Park, and Kiwanis Park. The Holiday Park Baseball Phase 8 Improvements Project will include a parking and a drop-off area, entrance to the park, and additional concrete/walkways around the existing maintenance building. The main entrance to Raccoon River Park will be closed on September 11 for three to four days for railroad improvements. Lowe questioned the protocol for keeping people off the trails during construction. Alvarez stated it is ultimately up to the contractor to keep people off their worksite. Till Stange questioned how the city handles requests for Little Free Libraries. Alvarez stated that there is a process that needs to be followed and part of this process is to determine who is responsible for the maintenance and keeping them stocked.

On Item 6B. Superintendent of Recreation

Penning stated that the first day of registration for the 2023 Fall Program on Tuesday, August 8, was very successful. Penning provided a Program Registration Day Statistics handout that compared previous year's registration. The aquatics season is winding down. The Holiday Aquatic Center will be open for a couple extra weekends due to staff extending their employment availability. Illumifest is scheduled for September 23.

On Item 6C. RecPlex General Manager

Ratcliff stated the AAU Junior Olympics Games held at the end of July was a huge success. Both sheets of ice have been installed and the hardwood floors have been resurfaced. Vision Soccer Academy and National Quadball MLQ Championship will be held on the indoor and outdoor soccer fields. Other events coming up are: The Meals From the Heartland Gala and a Chef Competition; West Des Moines Community School Tiger Gala; and Special Olympics of Iowa Fall Event.

On Item 6C. Director of Parks and Recreation

Penning stated the rental space next to the Valley Junction Activity Center is available. The Request For Proposals are due on September 13.

On Item 7. Other Matters

None.

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

A. City Council Communications

- August 7, 2023 Approve the Request For Proposals to lease City-owned property, 217 5th Street, Suite 102 (Valley Junction Lease).
- July 17, 2023 Motion - Approval of Professional Services Agreement - Valley View Park Central Grading, Utilities, Park Road, and Pickleball Parking
- July 17, 2023 Resolution – Accept Work – 2022 Playground Replacement Project, Peony, Scenic Valley, and Willow Springs Park
- July 5, 2023 Motion – Approval of Artist Contract – Approval of Artist – Railroad Park Public Art Project
- June 19, 2023 Resolution – Accept Work j- Valley Junction Levee Trail Connection

B. Parks CIP Projects Status

Schebel moved to adjourn the meeting. Till Stange seconded. Motion carried unanimously. Meeting adjourned at 6:23 p.m.

Respectfully submitted,

Miranda Kurtt
Executive Assistant to Director

Date

ATTEST:

Linda Lowe

Linda Lowe
Vice-Chair

11-16-23

Date