

**WEST DES MOINES PARKS AND RECREATION ADVISORY BOARD PROCEEDINGS
Thursday, September 5, 2024**

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, September 5, 2024, at 5:31 p.m. by presiding Chair Miller.

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

Commission	Melissa Clarke-Wharff <i>Secretary</i>	Kathleen Till Stange
Present	X	X <i>virtually</i>

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>Executive Assistant to Director</i>
Present	X	X	X	X	X

Staff & Council	Greg Hudson <i>Council Liaison</i>
Present	X <i>virtually</i>

On Item 1. Call to Order/Approval of Agenda

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

On Item 2. Citizen Forum

None.

On Item 3. Approval of Minutes of August 15, 2024, Meeting

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

On Item 4 Old Business

None.

New Business

On Item 5A. – Motion – Approval of MidAmerican Energy Company RecPlex Policies

1. Alcohol Policy

Penning stated that Ratcliff is working with the Des Moines Buccaneers to host their home games for the 2024-2025 hockey season. Ratcliff stated the Alcohol and Advertising Policies were created when the MidAmerican Energy RecPlex was first opened in 2021. With more than two years of operation, the staff better understands events and tenants’ expectations. One change is alcohol sales being permitted between the hours of 7:00 a.m. – 2:00 a.m. or 30 minutes before the end time of the event. The previous policy limited sales and serving of beer, high alcohol content beer, liquor, wine, and canned cocktails were limited to cans only.

The ‘cans only’ verbiage has been removed which will allow the opportunity to sell mixed drinks and draft beer. Schebel questioned if a different liquor license would be required, and Ratcliff stated that the liquor license would need to be updated. Penning stated the MidAmerican Energy RecPlex still needs to be a family-friendly venue. Lowe questioned the two purchases per transaction. Ratcliff stated that the policy is for only two beverages to be sold per person unless is a multiple pack consisting of six cans. Tailgating is not allowed per City code.

Clarke-Wharff moved to approve the MidAmerican Energy Company RecPlex Policies Alcohol Policy as presented. Lowe seconded. Motion carried unanimously.

2. Advertising Policy

Ratcliff stated that the current Advertising Policy states alcohol is not allowed to be advertised. The policy will be updated to allow advertising that contains beer, wine, distilled spirits, or any alcoholic beverage licensed and regulated under Iowa law. This would be used with caution. This could provide a new component for more revenue. Schebel questioned removing “this classification shall not prohibit advertising that includes the name of a restaurant that promotes the food operations”. Penning and Ratcliff agreed that this should be removed.

Schebel moved to approve the MidAmerican Energy Company RecPlex Advertising Policy with the removal of “this classification shall not prohibit advertising that includes the name of a restaurant that promotes the food operations” in section 3.1.3. Clarke-Whiff seconded. Motion carried unanimously.

Miller questioned if there were issues from the youth hockey parents. Ratcliff stated there are various factors in play and part of the agreement with the Buccaneers is that the ice must stay in for the youth hockey. Many moving parts hinges on the Buccaneers Arena being able to install ice.

On Item 5A. – Motion – Approval of Alternate Parkland Dedication Plans

1. Eagle Brook

Alvarez discussed the Alternate Parkland Dedication Plans for Eagle Brook development located south of Veteran Parkway and east of SE 35th Street. This development is within three-fourths of a mile service area of a future neighborhood park and results in 7.85 acres to dedicate for public use. The developer has chosen to partially fulfill their requirements by providing 15 acres of public greenway land. The remainder will be fulfilled by constructing a portion of the public trail within the identified public greenway.

Clark-Wharff moved to approve the Alternate Parkland Dedication Plans – Eagle as presented. Lowe seconded. Motion carried unanimously.

2. Eagle Brook North

Alvarez discussed the Alternate Parkland Dedication Plans for Eagle Brook North development located south of Veteran Parkway and east of SE 35th Street. This development is within a half-mile service area of a future mini-park immediately south of the development and results in 3.6 acres to dedicate for public use. The developer has chosen to partially fulfill their requirements by providing 2.6 acres of public greenway land. The remainder will be fulfilled by constructing a portion of the public trail within the identified public greenway

including a trail connection to the Great Western Trail. Miller questioned the radius of the angle of the turn along the trail and that it may be tight and could be a blind spot. Alvarez stated that he would review this with Engineering. Schebel questioned who would be responsible for the trail maintenance. Alvarez stated the City would be responsible for the trail maintenance because it would be City property.

Schebel moved to approve the Alternate Parkland Dedication Plans –Eagle Brook North as presented. Lowe seconded. Motion carried unanimously.

Staff Reports

On Item 6A. Superintendent of Parks

Alvarez stated after the last City Council meeting Parks and Recreation entered a contract with an engineering company to provide design services for the reconstruction of the trail at Raccoon River Park. Alvarez stated that the asphalt trail is over 20 years old and needs replaced. The design of the pickleball courts at Scenic Valley Park will include two courts instead of a tennis court. Both plans are 90% done and will potentially go out to bid this fall for next season. Work continues on the planning for the next playground renovation project at Ashawa Park and Wild Rose Park. The pouring of the trail connection on the Walnut Woods side of the Athene Pedestrian Bridge is completed and the contractor is moving to Raccoon River Park side to complete that section. The current playground renovations at Crossroads Park, Jaycee Park, and Kiwanis Park are in the final stages. The safety audit must be done on the playgrounds before they can be opened. A third-party vendor will do the audits on all three playgrounds at the end of September. The Valley View Pickleball Parking Lot is complete. The splash pad at American Legion Park is off for the season. Security presence at Raccoon River Park will be in the evenings Monday-Friday and on weekends from 9:00 a.m. to midnight. The Deer Management Program applications are due this week. Lowe questioned if shade can be added at Valley View Pickleball Courts. Clarke-Wharff questioned if there was a tree replacement plan for those lost during the storms. Alvarez is working with the City Forester to get grants for tree replacement and there is a rotation of parks that get addressed. Tim Stiles, Finance Director, stated that there are discussions with a company regarding ways to add more trees. Till Stange questioned the completion date of the Athene Pedestrian Bridge and Penning stated it is potentially October 25. The ribbon-cutting will be around that date (end of October or early November).

On Item 6B. Superintendent of Recreation

Murphy stated Trevor Hoth started as Recreation Program/Facility Supervisor. The Recreation Coordinator position is planned to go to Civil Service and be posted on September 12. Nola Gafkjen, our recreation summer intern, was hired as the part-time clerk at the Valley Junction Activity Center. The aquatic season is complete with 111,163 people visiting our aquatic centers. It was the first time since 2012 that there were three consecutive years of 100,000+ attendance. Both aquatic centers were open through Labor Day. The aquatic concessions were very successful, and the staff learned a lot during the first in-house season. Illumifest is Saturday, September 14, from 4:00 – 9:00 p.m. at City Campus. The Call for Artists went out for Art on the Campus. The Friends of West Des Moines Parks and Recreation is hosting their second annual pickleball tournament at Valley View Pickleball Complex on Sunday, September 29. Miller questioned if there is a collaboration with the schools to promote swim lessons with immigrant or financial barriered residents. Murphy stated that she would investigate this.

On Item 6C. RecPlex General Manager

Ratcliff stated the new ice sheet is down with nine advertising logos within the ice. A new camera system was installed in preparation for the Buccaneers. The Buccaneers Arena has 3,500 seats; however, the

average attendance is 1,300 and the MidAmerican Energy RecPlex has 1,800 seats allowing enough seating for the games. Temporary suites will be added with catering service. The potential new growth gross revenue from concessions is \$400,000. Coming up at the RecPlex are youth league hockey tryouts, a pro boxing event, Special Olympics, a high school hockey tournament, and a lacrosse tournament.

On Item 6C. Director of Parks and Recreation

Penning stated that the staff is implementing a code system at the Raccoon River Dog Park. The staff is reviewing purchasing pool passes online. Penning and Alvarez met with the Great Outdoors Foundation regarding fundraising opportunities for Legacy Woods. There is potential for water quality and water restoration opportunities with the Department of Natural Resources. Alvarez, Penning, and Allison Ullestad are doing a presentation on Legacy Woods for the Iowa Files at the library.

Hudson stated that the letter from the Board advocating for backfilling the Recreation Coordinator position vacated when Trevor Hoth was promoted was very important. Hudson appreciated the Board's support of this issue.

On Item 7. Other Matters

None.

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

A. City Council Communications

- September 3, 2024 Motion – Approval of Contract Agreement – Holiday Park Aquatics Center Repaint
- September 3, 2024 Motion – Approval of Change Order #2 – Raccoon River Greenway Boat Access
- September 3, 2024 Resolution – Accept Work – 2023 Asphalt Trail Renovation Project
- September 3, 2024 Resolution – Approval of Professional Services Agreement – Raccoon River Park Asphalt Trail Reconstruction
- September 3, 2024 Resolution – Accept Work – Neighborhood Park Signage Project, Information, and Secondary Entrance Signs

B. Parks CIP Projects Status

Lowe moved to adjourn the meeting. Schebel seconded. Motion carried unanimously. Meeting adjourned at 4:06 p.m.

Respectfully submitted,




Miranda Kurtt

Executive Assistant to Director

10-17-24

Date

ATTEST:



Melissa Clarke-Wharff

Secretary

10/17/24

Date