

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

**5:30 p.m.**

**Thursday, November 15, 2018  
City Hall – City Council Chambers  
4200 Mills Civic Parkway**

- 1. Call to Order / Approval of Agenda**
- 2. Citizen Forum**
- 3. Approval of Minutes of October 18, 2018 Meeting**
- 4. Presentation – MidAmerican Energy Company RecPlex Update**
- 5. Old Business**
  - A. Motion – Approval of Recommendation to City Council – FY 19-20 Parks Capital Improvement Program Budget Request
- 6. New Business**
- 7. Staff Reports**
  - A. Superintendent of Parks
  - B. Superintendent of Recreation
  - C. Director of Parks & Recreation
- 8. Other Matters**
- 9. Receive, File and/or Refer**
  - A. City Council Communications

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.

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

**WORKSHOP**

**Thursday, November 15, 2018**

**\*\*Immediately Following Regular Board Meeting\*\***

**City Hall – Raccoon River Room**

**4200 Mills Civic Parkway**

- 1. Update - Mayor / City Council Meetings**
- 2. Update – Friends Group**
- 3. Other Matters**

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**WEST DES MOINES PARKS AND RECREATION ADVISORY BOARD PROCEEDINGS  
Thursday, October 18, 2018**

The meeting of the West Des Moines Parks and Recreation Advisory Board was called to order on Thursday, October 18, 2018 at 5:38 p.m. by presiding Vice-Chair Schebel.

<b>Commission</b>	Heather Schebel <i>Vice Chair</i>	Joe Hrdlicka <i>Chair</i>	Forrest Ridgway	Rick Swalwell	Aaron Sewell <i>Secretary</i>
<b>Present</b>	<b>X</b>		<b>X</b>		<b>X</b>
<b>Staff</b>	Sally Ortgies <i>Director of Parks &amp; Recreation</i>	Dave Sadler <i>Superintendent of Parks</i>	Ryan Penning <i>Superintendent of Rec</i>	Anna Bodensteiner <i>Administrative Secretary</i>	
<b>Present</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	
<b>Council</b>	Russ Trimble <i>Council Liaison</i>				
<b>Present</b>	<b>X</b>				

**On Item 1. Approval of Agenda**

Ridgway moved to approve the agenda as presented. Sewell seconded. Motion carried, 3 yes.

**On Item 2. Citizen Forum**

No items.

**On Item 3. Approval of Minutes of September 20, 2018 Meeting**

Sewell moved to approve the minutes as presented. Ridgway seconded. Motion carried, 3 yes.

**On Item 4. Old Business**

**A. Discussion – FY 19-20 Parks Capital Improvement Plan**

- a. Ortgies started by sharing that the Facilities Committee met and they’ve started to compile a list that will be recommended to the Council. A final recommendation will be brought to the Board for approval at their November meeting. Ortgies went through the proposed FY 19-20 Parks Capital Improvement Plan for the Board. Ridgway asked what the last 10 years sales tax fluctuation looked like in terms of bonding for the City. Ortgies responded that she didn’t know without doing some research, but she did know that this year is more than what was anticipated. Ortgies stated that more will be discussed at the next Facilities Committee meeting. Schebel asked if it is problematic to spend LOSST money in Polk County that was from Dallas County. Ortgies replied that it would allowed.

**On Item 5. New Business**

**A. Motion – Approval of Recommendation to City Council – Reallocation of FY 18-19 Parks Capital Improvement Program Funds.**

Ortgies shared that the Department has received a grant award of \$83,411 from the Resource Enhancement and Protection (REAP) program. Ortgies spoke with the City Manager and the Finance Director to see if the Department could do some fund reallocation in the current CIP. Currently, from the Dallas County LOSST money, there is \$200,000 allocated to the design of the Boathouse. Staff is recommending \$525,000 in LOSST funds that were originally for the

Sugar Creek Greenway Trail be reallocated to the Boathouse. The Sugar Creek Greenway Trail project is on hold because the WRA needs to complete some stream bank work on Sugar Creek before a trail is added. Ortgies shared that there was \$300,000 in LOSST funds for the design of the Raccoon River pedestrian bridge, but this could also be delayed. It makes more sense to reallocate that money to the Boathouse because that project is ready to move forward. The last piece of funding for the Boathouse would be to take what was saved on the Grand Ave Trail project and use \$200,000 from that budget. All of those funds, combined with just over another \$1,000,000 proposed to be included in the FY 19-20 CIP budget would allow the Boathouse to be constructed. Schebel asked staff if the City would need all of the money by next summer to build the Boathouse in order to receive the grant, and Ortgies replied yes. Ridgway added that he thought the reallocation of funds does make a lot of sense. Sewell inquired if there were any other projects that could funds could be taken from instead of the trail and bridge. Ortgies responded that staff had considered other projects, but they were already in progress. Ridgway asked Councilman Russ Trimble if there is excitement among the Council for the Boathouse project. Trimble responded that the Council is excited to continue down the path of the Five Waters Project. Currently, the MidAmerican Energy Company RecPlex has taken some attention from those projects, but the Council is still excited about where everything is headed. Ridgway asked about the usage of bonds for the Boathouse project, and Ortgies replied that the Finance Director preferred using LOSST funding for the Boathouse without a bond issuance.

Ridgway moved that the Board approve the recommendation to City Council to reallocate FY 18-19 CIP funds. Sewell seconded. Motion carried, 3 yes.

### **Staff Reports**

#### **On Item 6A. Superintendent of Parks**

Sadler shared that the park shelter rentals have ended for the season and the winterization process has begun. The park attendants will continue through October and then finish their season. The Urban Bow Hunting season is still underway. Sadler added that most projects are in the seeding, restoration, and/or finishing phase. The Valley View Sand Volleyball Courts and Shelter project has been held up because of weather, but the contractors are now making up for lost time on that project.

#### **On Item 6B. Superintendent of Recreation**

Penning shared that staff are in the process of hiring a Recreation Coordinator. There were 97 applicants, 32 of them were removed for not meeting minimum requirements, and 65 of the applicants were scored. Oral boards will be held the week of November 12. The anticipated start date is January 14, 2019. Staff is hoping that the applicant selected will bring in aquatics and youth sports experience. Holiday Park Girls' Softball had their last tournament and now Holiday Park will be winterized. There are about two weeks left of softball leagues to be completed at Raccoon River Park Softball Complex.

#### **On Item 7C. Director of Parks and Recreation**

Ortgies shared that Illumifest went well this year with a great crowd on a beautiful night. Ortgies has been working with the City Manager on the MidAmerican Energy Company RecPlex. Staff is going to assist with a neighborhood meet and greet which will be held on November 7. Ortgies shared that she and Penning are involved in a conference call with a company that develops operations plans for facilities such as the RecPlex. Ridgway inquired as to who is ultimately responsible for the management of the RecPlex. Ortgies stated that is yet to be finalized, but that no matter who manages the complex the City will own it. Staff has been preparing the FY19-20 operating budget. This includes creating new budgets for the Amphitheater and the Boathouse. There will also be a request for one full-time employee on the Parks side for an entry level Park Planning Technician. Most of the work this position would be

responsible for has been handled by the Landscape Architect Intern in the past. One of the issues with this particular intern position is that as soon as they are trained and able to work independently their term ends. Trimble asked where intern positions are advertised, and Sadler responded predominantly Iowa State University. Sadler explained that the class size this year is small, and the students are also offered a study abroad option. Ortgies mentioned that the funding for the intern is proposed to go towards the possible full-time employee. Sewell revisited the RecPlex topic and asked if a management company operates the RecPlex will they take a percentage of the revenue. Ortgies explained that this was all still being analyzed. Ridgway inquired as to when the budget for the RecPlex was going to be developed, and Trimble responded that the City Manager is going to be looking at the business model soon. Ortgies shared that she will provide information to the Board as it becomes available.

**On Item 7. Other Matters**

No items.

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

October 1, 2018: Order Construction and Notice of Public Hearing on Plans, Specifications, Form of Contract, Estimate of Cost, and Direct Advertisement of Bids – Raccoon River Park Softball Complex, Drainage and Dugout Repairs. Grand Avenue Trail – Fuller Road to Jordan Creek.

October 1, 2018: Order Construction and Notice of Public Hearing on Plans, Specifications, Form of Contract, Estimate of Cost, and Direct Advertisement of Bids – Valley View Aquatic Center Water Play Structure Replacement.

October 1, 2018: Public Hearing – Raccoon River Softball Complex, Drainage and Dugout Repairs. 1. Resolution – Approval of Plans and Specifications. 2. Motion – Receive and File Report of Bids. 3. Resolution – Approve Contract.

October 1, 2018: Resolution – Approval of Memorandum of Understanding – West Des Moines Water Works, Holiday Park Well House Buildings.

October 1, 2018: Motion – Approval of Change Order #2 – Holiday Park Parking Lot Repairs.

October 1, 2018: Motion – Approval of Change Order #2 – Valley View Park Shelter, Restroom, and Volleyball Courts.

Ridgway moved to adjourn. Sewell seconded. Motion carried, 3 yes. Meeting adjourned at 6:39 p.m.

Respectfully submitted,

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Anna Bodensteiner  
Secretary

ATTEST:

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Aaron Sewell  
Advisory Board Secretary

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

**DATE:** November 15, 2018

**ITEM:** Motion – Approval of Recommendation to City Council – FY 19-20 Parks Capital Improvement Program Budget Request

**FINANCIAL IMPACT:** None at this time.

**SYNOPSIS:** The Board is asked to consider the Capital Improvement Program (CIP) budget request for the next fiscal year. A draft list is attached showing the funding received in the current fiscal year and possible projects for the next two years plus future projects. The list of park projects for FY 18-19 is listed in priority order. It should be noted that based on available funding at the time the budget is considered by the City Council, it may not be possible to fund all projects on the list. Board will also be asked to discuss the recent addition of a restroom at Railroad Park and provide guidance on prioritization of this project.

**BACKGROUND:** The Facilities Committee met on October 3 and October 31, 2018 and approved the attached list.

**RECOMMENDATION:** Staff and the Facilities Committee recommend that the Board approve a recommendation to City Council to approve the FY 19-20 Parks Capital Improvement Program Budget Request.

**Prepared by:** David Sadler, Superintendent of Parks 

**Approved for Content by:** Sally Ortgies, Director of Parks and Recreation 

**Accepted for Park Board Agenda:** Sally Ortgies, Director of Parks and Recreation

**Parks & Recreation  
Capital Improvement Program  
Draft Planning Document**

11/9/2018

O=General Fund-Cash Reserves; GO=GO Bonds; RUT=Road Use Tax; P=Private Donation; CTF=Cemetery Trust Fund; SW=Stormwater Fund  
LOST=Local Option Sales Tax

Priority	FY 18-19 - FUNDED			
	<b>Parks</b>			
1	Community Park	Payment #2 of 5 per agreement	O	\$ 356,250
2	Amphitheater (Five Waters)	Construction documents & construction	P	\$ 1,432,000
3	Holiday Park Girls Softball	Infield replacement (matching GSB funding)	GO	\$ 50,000
4	American Legion Park	Tennis court lighting upgrade (LED)	GO	\$ 100,000
5	Kiwanis Park	Shelter replacement	GO	\$ 80,000
6	Raccoon River Park	Softball complex drainage, electrical and dugout repairs	GO	\$ 150,000
7	Raccoon River Park	East entrance trail renovation	GO	\$ 70,000
8	Whisper Point Park	Playground and sidewalks (parking lot to be covered by Parkland Dedication)	GO	\$ 196,000
9	Hidden Point Park	Playground, sidewalks, and parking lot	GO	\$ 292,000
10	Valley View Park	Central site grading, utilities & north roadway - design dev. and const. docs	GO	\$ 300,000
11	Raccoon River Park (Five Waters)	Boathouse & parking - design development and construction docs	LOST	\$ 1,025,000
12	Raccoon River Park	Lighting upgrade plan	GO	\$ 60,000
13	Various Locations	Site furniture	O	\$ 20,000
14	Various Locations	BAC bike racks	O	\$ 10,000
15	Various Locations	Park signage	O	\$ 150,000
16	Trails	Valley Junction trail connection construction	GO	\$ 400,000
17	Raccoon River Ped Bridge (Five Waters)	Ped bridge - design development and construction documents	LOST	\$ -
18	Sugar Creek Greenway Trail (Five Waters)	Phase 1 - design and construction	LOST	\$ -
19	Jordan Creek Greenway	Info hub drinking fountain/bottle filler	O	\$ 15,000
			P	\$ 5,000
	<b>Totals by Funding Source</b>		O	\$ 551,250
			GO	\$ 1,698,000
			LOST	\$ 1,025,000
			P	\$ 1,437,000
	<b>Parks Total</b>			\$ 4,711,250
	<b>Ongoing Maintenance</b>			
	Trail Renovation	Trail repair, underpass lighting upgrades, & bridge repairs	O	\$ 250,000
	Court Renovation	Next courts	O	\$ 125,000
	Concrete Pavement Renovation	Preventative maintenance & repair of concrete pavement	O	\$ 60,000
	<b>Ongoing Maintenance Total</b>			\$ 435,000

Actual total (+-\$396k) to be spread over 18/19 & 19/20  
Actual total (+-\$592k) to be spread over 18/19 & 19/20

\*Plus \$300,000 from Woodland Hills Greenway Trail

FY 19-20 - PROPOSED				
	<b>Parks</b>			
1	Community Park	Payment #3 of 5 per agreement	O	\$ 346,708
2	Raccoon River Park (Five Waters)	Boathouse, Parking, & River Access - Construction/Construction Admin	LOST	\$ 1,140,000
3	Amphitheater (Five Waters)	(Plus \$200,000 GO from Grand Avenue Trail cost-savings)	G	\$ 83,000
4	Holiday Park Girls Softball	Remainder after private donations	GO	\$ 300,000
5	Whisper Point Park	"Loan" until matching private donations are made	O	\$ 250,000
6	Hidden Point Park	Infields (2) replacement	GO	\$ 120,000
7	Various	Playground, restroom and sidewalks (parking lot and shelters to be covered by Parkland Dedication)	GO	\$ 415,000
8	Various	Playground, sidewalks, and parking lot	GO	\$ 135,000
9	Various	Park signage	O	\$ 300,000
10	Holiday Park	Site furniture	O	\$ 30,000
11	Southwoods Park	Landscaping	O	\$ 25,000
12	American Legion Park	Signage and Girls SB Dumpster Enclosure	GO	\$ 200,000
13	Raccoon River Greenway	Disc Golf Improvements	GO	\$ 30,000
14	Valley View Park	Single Track Trail	GO	\$ 80,000
15	Jordan Creek Trail	Replace skate facility	GO	\$ 200,000
16	Railroad Park	Land Acquisition	O	\$ 200,000
		Potential REAP grant	G	\$ 200,000
		Central site grading, utilities, & north roadway construction	GO	\$ 1,400,000
		Feasibility Study - Trail Realignment-39th to 50th	O	\$ 30,000
		Restrooms	GO	\$ 450,000
		<b>Totals by Funding Source</b>		
			O	\$ 1,181,708
			GO	\$ 3,330,000
			LOST	\$ 1,140,000
			P	
			G	\$ 283,000
				\$ 5,934,708

Actual total (+/- \$2.8 mil) to be spread over 19/20 & 20/21

FY 20-21 - POTENTIAL				
	<b>Ongoing Maintenance</b>			
	Trail Renovation	Trail repair & bridge repairs (Levee trail)	O	\$ 250,000
	Court Renovation	Next courts (Crossroads)	O	\$ 525,000
	Concrete Pavement Renovation	Preventative maintenance & repair of concrete pavement	O	\$ 70,000
			O	\$ 845,000

Supplement additional for Levee? \$250K mill & overlay  
Priced as mill and overlay / full reconstruction \$775K

FY 20-21 - POTENTIAL				
	<b>Parks</b>			
	Community Park	Payment #4 of 5 per agreement	O	\$ 337,165
	Holiday Park Baseball Field Improvements	Baseball Phase 6 - Fields 3 & 4 Design/Construction**	GO	\$ 758,000
	Sugar Creek Greenway Trail (Five Waters)	Phase 1 - design and construction	LOST	\$ 825,000
	Raccoon River East Ped Bridge	Design	LOST	\$ 400,000
	Scenic Valley Park	Tennis court or dedicated pickleball	GO	\$ 160,000
	Wild Rose Park	Tennis court or dedicated pickleball	GO	\$ 160,000
	Peony Park	Play equipment replacement	GO	\$ 200,000
	Willow Springs Park	Play equipment replacement	GO	\$ 200,000
	Scenic Valley Park	Play equipment replacement	GO	\$ 200,000
	Trails	Windsor Heights trail connection	GO	\$ 200,000
	Raccoon River Park	Lighting upgrade	GO	\$ 350,000
	Holiday Park Girls Softball	Softball field improvements	GO	\$ 100,000
	Fairmeadows Park	Bocci ball court and sidewalks	GO	\$ 50,000
	Crossroads Park	Tennis court lighting	GO	\$ 300,000
	Whisper Point Park	Court, overlook, trails	GO	\$ 200,000
	Hidden Point Park	Shelter, Restroom, BB court, trails and overlook	GO	\$ 330,000

Valley View Park	Central site grading, utilities, & north roadway construction	GO	\$	1,400,000
**Cost does not include any costs associated with the design, demolition, or construction of parks maintenance facility site				
<b>Future Projects (FY 21-22/22-23/23-24)</b>				
Five Waters	Great Western Trail Connection		\$	1,000,000
	Sugar Creek Greenway Trail-Phase 3		\$	900,000
	Sugar Creek Greenway Trail-Phase 4		\$	900,000
	Sugar Creek Greenway Trail-Phase 5		\$	900,000
	Raccoon River Greenway		\$	2,000,000
	Raccoon River East Ped Bridge		\$	5,000,000
Ashawa Park	Raccoon River West Ped Bridge (1/2 construction)		\$	3,500,000
Crossroads Park	Play equipment replacement		\$	200,000
	Parking lot reconstruction		\$	210,000
Holiday Park	Baseball Phase 7 - Parking Improvements**		\$	350,000
Jaycee Park	Play equipment replacement		\$	533,000
Kiwanis Park	Play equipment replacement		\$	200,000
Raccoon River Park	Play equipment replacement		\$	200,000
	Sprayground and ship structure demo		\$	50,000
	Play equipment replacement		\$	500,000
Valley View Park	Play equipment replacement - softball complex		\$	200,000
	South roadway & trail		\$	200,000
	Next north phases		\$	1,900,000
Trails	Windsor Heights trail connection		\$	5,000,000
Scenic Valley Park	SW trail reconstruction		\$	200,000
Citywide	Landscaping		\$	100,000
Wild Rose Park	Play equipment replacement		\$	50,000
Land Acquisition	Community park - south of river - payment #5		\$	200,000
			\$	327,623
<b>Total</b>			\$	<b>24,420,623</b>
<b>Future Projects (Beyond 5 Years)</b>				
Five Waters	Marathon Loop-Future Phases		\$	11,475,000
	Raccoon River Greenway		\$	2,000,000
	Raccoon River West Ped Bridge		\$	3,500,000
American Legion Park	Play equipment replacement		\$	210,000
	Trail		\$	40,000
Brookview Park	Play equipment replacement		\$	150,000
	Outdoor classroom		\$	40,000
Crossroads Park	Shelter/restroom replacement		\$	400,000
	Lions shelter replacement		\$	50,000
	Sidewalk from parking to softball field		\$	20,000
Fairmeadows Park	Shelter/restroom replacement		\$	250,000
Holiday Park	Softball complex improvements		\$	1,500,000
	Aquatic center upgrade		\$	1,000,000
	Shelter/entrance feature		\$	315,000
	Parks shop yard renovation		\$	500,000
Huston Cemetery	Replacement of fencing/sidewalk access		\$	55,000
Huston Ridge Park	Play equipment replacement		\$	150,000
Jaycee Park	Shelter/restroom replacement		\$	250,000
Knolls Park	Play equipment replacement		\$	200,000
	Shelters		\$	40,000
Maple Grove Park	Play equipment replacement		\$	200,000

Meadowview Park	Play equipment replacement	\$	200,000	24-25
	Shelter/restroom replacement	\$	250,000	26-27
	Parking lot	\$	150,000	
	Loop trail	\$	185,000	
Pearson Park	Play equipment replacement	\$	200,000	30-31
	South bridge replacement	\$	150,000	
Quail Cove Park	Play equipment replacement	\$	200,000	25-26
Raccoon River Park	Beach building	\$	720,000	
	Court sports area - BB & VB courts/restrooms/shelter	\$	1,050,000	
	Dog park improvements - shelter/waste tank/water	\$	90,000	
	Dog park trail - around outside of fence	\$	105,000	
	Dog water training area	\$	55,000	
	East entrance pavement	\$	1,000,000	
	Erosion control	\$	250,000	
	Habitat restoration	\$	155,000	
	Parking lots - new parking	\$	340,000	
	Peninsula development	\$	160,000	
	Shelters	\$	450,000	
	Signage	\$	42,000	
	Soccer playground	\$	170,000	
	SB complex limestone seawall	\$	40,000	
	SB complex maintenance access paving/parking lot	\$	200,000	
Southwoods Park	Open air shelter	\$	140,000	
Valley View Park	Ice rink	\$	5,500,000	
	Future	\$	10,000,000	
	Aquatic center enhancement	\$	1,000,000	
Wilson Park	Play equipment replacement	\$	200,000	24-25
	Shelter replacement	\$	200,000	25-26
Woodland Hills Park	Play equipment replacement	\$	200,000	33-34
Land Acquisition	Sports complex	\$	6,400,000	
	Mini-park - Commerce	\$	105,000	
Trails	Woodland Hills Greenway	\$	1,000,000	
Recreational Facilities	Community recreation center	\$	30,000,000	
	Inflatable dome sports fields	\$	3,000,000	
Various Parks	Landscaping	\$	50,000	22-23
	Site furniture	\$	30,000	23-24
	Neighborhood park skate facilities	\$	200,000	
<b>Total Future Projects</b>		<b>\$</b>	<b>86,532,000</b>	

\*Play equipment replacement based on 18 year lifespan

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

**DATE:** October 1, 2018

**ITEM:** Resolution - Order Construction and Notice of Public Hearing on Plans, Specifications, Form of Contract, Estimate of Cost, and Direct Advertisement of Bids – Grand Avenue Trail, Fuller Road to Jordan Creek

**FINANCIAL IMPACT:** None at this time. The preliminary estimated cost of the project is \$245,949. Project expenses will be paid with budgeted funds in the Grand Avenue Trail, North of Fuller C.I.P. account (Project 0510 045 2016; G/L 500.000.000.5250.490). There is approximately \$488,000 available for these improvements.

**BACKGROUND:** A Bid Letting should be scheduled for 2:00 p.m. on Wednesday, October 24, 2018, and a Public Hearing on the project scheduled for 5:35 p.m. on Monday, October 29, 2018. The contract would be awarded on Monday, October 29, 2018, and work would begin shortly thereafter. This project should be underway this fall with final completion in spring 2019.

This Resolution is for the construction of 10' wide concrete trail within the street right-of-way of Grand Avenue between Fuller Road and connecting to the existing 4' sidewalk crossing the bridge over Jordan Creek. Project to include traffic control, excavation, storm sewer & utility adjustments, pavement removals, 6" reinforced concrete trail, new driveway approach, erosion control and site restoration.

**OUTSTANDING ISSUES:** None.

**RECOMMENDATION:** That the 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	N/A
Dates(s) Published	

**SUBCOMMITTEE REVIEW** (if applicable)

Committee	N/A		
Date Reviewed			
Recommendation	Yes	No	Split

# CITY OF WEST DES MOINES CITY COUNCIL MEETING COMMUNICATION

**DATE:** October 29, 2018

**ITEM:** Public Hearing – Valley View Aquatic Center Water Play Structure Replacement

1. Resolution – Approval of Plans and Specifications
2. Motion – Receive and File Report of Bids
3. Resolution – Approve Contract

**FINANCIAL IMPACT:** Total expense of \$191,700. The estimate for the project was \$230,000. Project expenses will be paid with funds budgeted in the Valley View Aquatic Center Water Play Structure Replacement CIP Project (0510 090 2017). There is a total of \$270,000 available for this project.

**BACKGROUND:** The Council is asked to approve the plans and specifications for the Valley View Aquatic Center Water Play Structure Replacement and to receive and file the report of bids that is attached. Five bids were received for the project, with the lowest responsible base bid submitted by Fischer Bros. LLC from Chippewa Falls, Wisconsin.

This project will replace the existing water play structure at Valley View Aquatic Center with a new water play structure. The project involves removal of the existing play structure, replacement of concrete pool basin under the new structure, installation of new water play structure and associated work.

**OUTSTANDING ISSUES:** None.

**RECOMMENDATION:** That the Council hold the public hearing and pass the resolution to approve the plans and specifications, move to receive and file the report of bids, and award the contract for the Valley View Aquatic Center Water Play Structure Replacement in the amount of \$191,700.

**Lead Staff Member:** Ryan Penning, Superintendent of Recreation *RP*

**STAFF REVIEWS**

Department Director	Sally Orgies, Director of Parks and Recreation <i>SO</i>
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	N/A		
Date Reviewed			
Recommendation	Yes	No	Split

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

**DATE:** October 29, 2018

**ITEM:** Resolution – Accept Work – Holiday Park Parking Lot Repairs

**FINANCIAL IMPACT:** The total construction cost of this project is \$106,451.10. All costs of the project have been paid from the Concrete Renovations CIP account (0510 069 2017). The original contract amount of the project was \$91,685, with two change orders. Retainage will not be paid in less than 30 days.

**BACKGROUND:** Concrete Connection, LLC of Johnston, Iowa is working under an agreement dated April 16, 2018 for work related to the Holiday Park Parking Lot Repairs. Work is substantially complete.

This project involved repair and replacement of portions of existing concrete parking lot paving located in Holiday Park. Portions of the repairs were done this spring prior to opening of the Holiday Park Aquatic Center, with other repairs were completed later this fall after the busy aquatic center and ballfield seasons concluded. One add-alternate was included for paving of drainage flumes connecting parking lots to the larger existing concrete flume running through the park. The majority of defects in the paving involved cracking and settlement issues. Defective areas of the paving were replaced with reinforced concrete to help prevent future problems.

**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			
Date Reviewed			
Recommendation	Yes	No	Split

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

**DATE:** October 29, 2018

**ITEM:** Motion – Approval of Change Order #3 – Woodland Hills Park Tennis and Basketball Courts

**FINANCIAL IMPACT:** Deduction of -\$8,550.00 to be incorporated into the available funds in the Woodland Hills Park Account No. 500.000.000.5250.490, Project No. 0525 058.0510 089 2017.

**BACKGROUND:** This project is substantially complete. This is a final quantities change order which will be processed as a deduct to the project. In a previous change order (#2), additional soil amendments (compost, terra-seeding and hydro mulching) were added to improve the soil conditions in the areas around the newly constructed playground and courts (basketball and tennis). Some of the amendments were completed. However, due to the unseasonal wet weather conditions experienced this fall, not all of this work was able to be completed. Now that the seeding window has passed, the contractor would like to eliminate the remaining soil amendments to be able to finalize the project and complete the contract. Staff is recommending the elimination of this work, and applying a deduct change order to the project. The final contract amount is \$241,086.80.

**OUTSTANDING ISSUES:** None

**RECOMMENDATION:** That the Council approve the change order.

**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	N/A
Dates(s) Published	

**SUBCOMMITTEE REVIEW** (if applicable)

Committee	N/A		
Date Reviewed			
Recommendation	Yes	No	Split

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

**DATE:** October 29, 2018

**ITEM:** Resolution – Accept Work – Woodland Hills Park Tennis and Basketball Courts

**FINANCIAL IMPACT:** The total construction cost of this project is \$241,086.80. All costs of the project have been paid from the Woodland Hills Park CIP account (0525 058.0510 089 2017). The original contract amount of the project was \$213,946.80, with three (3) change orders. Retainage will not be paid in less than 30 days.

**BACKGROUND:** Minturn, Inc. of Brooklyn, Iowa is working under an agreement dated March 5, 2018 for work related to the Woodland Hills Park Tennis and Basketball Court. Work is substantially complete.

This project involved construction of a basketball and tennis court at Woodland Hills Park. The courts were constructed just north of the playground, shelter and restroom. The tennis court was constructed to also accommodate the sport of pickleball.

**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			
Date Reviewed			
Recommendation	Yes	No	Split

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

**DATE:** October 29, 2018

- ITEM:** Public Hearing – Grand Avenue Trail, Fuller Road to Jordan Creek
1. Resolution – Approval of Plans and Specifications
  2. Motion – Receive and File Report of Bids
  3. Resolution – Approve Contract

**FINANCIAL IMPACT:** Total expense of \$173,767.08. There is a total budget of \$488,000 available for this project. The project will be paid with budgeted CIP funds from G/L account 500.000.000.5250.490. Funding will be covered out of available funds in the Grand Avenue Trail, North of Fuller CIP account (Project No. 0510 045 2016).

**BACKGROUND:** The Council is asked to approve the plans and specifications for the Grand Avenue Trail, Fuller Road to Jordan Creek project and to receive and file the report of bids that is attached. Ten (10) bids were received for the project with the lowest responsible bid submitted by JAS Construction, LLC of Altoona, Iowa. The opinion of probable cost for the project was \$245,949.

This Resolution is for the construction of a 10' wide concrete trail within the street right-of-way of Grand Avenue between Fuller Road and connecting to the existing 4' sidewalk crossing the bridge over Jordan Creek. The project includes traffic control, excavation, storm sewer & utility adjustments, pavement removals, 6" reinforced concrete trail, new driveway approach, erosion control and site restoration.

**OUTSTANDING ISSUES:** None.

**RECOMMENDATION:** That the Council hold the public hearing and pass the resolution to approve the plans and specifications, move to receive and file the report of bids, and award the contract for the Grand Avenue Trail, Fuller Road to Jordan Creek in the amount of \$173,767.08.

**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	Des Moines Register
Dates(s) Published	October 19, 2018

**SUBCOMMITTEE REVIEW** (if applicable)

Committee	N/A		
Date Reviewed			
Recommendation	Yes	No	Split

## CITY OF WEST DES MOINES CITY COUNCIL MEETING COMMUNICATION

**DATE:** November 12, 2018

**ITEM:** Motion – Approval of Oxbow Restoration Agreement – The Nature Conservancy

**FINANCIAL IMPACT:** Donated services of approximately \$60,000 from the Nature Conservancy.

**BACKGROUND:** The City was approached by the Nature Conservancy to provide an oxbow restoration project along Jordan Creek. The project initially included one oxbow fully funded by the Nature Conservancy. As two oxbows had existed in this same area, City staff suggested restoring both. To assist with the additional cost, the City offered in-kind assistance by providing the excavation services on the project. The oxbows will improve water quality, improve hydrology, and maintain biodiversity through habitat creation and restoration along the Jordan Creek. These improvements are all goals set forth by the Nature Conservancy, as well as advocated by the City. The project would include restoration of two oxbows along Jordan Creek, with the City partnering with in-kind support. The bulk of the remaining items are being provided by the Nature Conservancy as described in the agreement. The City would also provide educational signage along the trail at the completion of the project.

Council approval of the attached agreement is a requirement of The Nature Conservancy, and the agreement has been reviewed by the Legal Department.

**OUTSTANDING ISSUES:** None.

**RECOMMENDATION:** That the Council approve the Oxbow Restoration Agreement.

**Lead Staff Member:** David Sadler, Superintendent of Parks 

**STAFF REVIEWS**

Department Director	
Appropriations/Finance	
Legal	
Agenda Acceptance	

**PUBLICATION(S)** (if applicable)

Published In	
Dates(s) Published	

**SUBCOMMITTEE REVIEW** (if applicable)

Committee	N/A		
Date Reviewed			
Recommendation	Yes	No	Split

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

**DATE:** November 12, 2018

**ITEM:** Resolution - Order Construction and Notice of Public Hearing on Plans, Specifications, Form of Contract, Estimate of Cost, and Direct Advertisement of Bids – Veteran’s Parkway Enhancements, Folded Flags

**FINANCIAL IMPACT:** None at this time. The preliminary estimated cost of the project is \$186,450.00. Project expenses will be paid from budgeted funds in the Veteran’s Parkway Enhancements CIP account (0510 022 2017). A portion of these costs (\$50,000) is being covered through a Bravo Greater Des Moines grant, with the balance being covered by budgeted funds in this account.

**BACKGROUND:** This project to include the installation of 15 individual standing, folded flags that will be viewed by vehicle and trail users along Veteran’s Parkway. The folded flags will be lighted for visual attraction both day and night. This will be the first component installed as part of the Veterans Parkway Enhancements Project which will enhance the entire 11.5 mile long roadway. The project includes mobilization, construction staking, electrical distribution/lighting control/dimming, 15 folded flag units, site restoration and other associated work.

**OUTSTANDING ISSUES:** None.

**RECOMMENDATION:** That the 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	N/A
Dates(s) Published	

**SUBCOMMITTEE REVIEW** (if applicable)

Committee	N/A		
Date Reviewed			
Recommendation	Yes	No	Split