URBANDALE PARKS AND RECREATION COMMISSION

JANUARY 15, 2020

The Urbandale Parks and Recreation Commission met in session on January 15, 2020, at the Urbandale City Hall Council Chambers. Members answering roll call were Bewyer, Devine, Parkin, Rowley. Jan Herke and Kevin James from the Park & Recreation Department also attended.

Devine called the meeting to order at 5:30 PM and read the Character Counts statement.

The Commission welcomed its newest member, Jason Parkin.

The first item on the agenda was the approval of the December 18, 2020, minutes. Henderson moved to approve the minutes and Rowley seconded the motion. On roll call: Ayes: Rowley, Bewyer, Devine, Parkin. Nays: none. Passes: none. Motion carried.

The next item on the agenda was Clements Knolls Condominiums Parkland Dedication. Annika Schilke, Planner with the City, presented the site plan. This site plan pertains to a property located on the south side of Meredith Drive between 100th Street and 104th Street. The 0.510-acre parcel has 160 feet of frontage Meredith Drive, and has a shared access with the existing Summer Ridge townhouse development to the east. The property had been acquired by the City of Urbandale as part of the process to develop that shared access, and was recently sold by the City to the applicant. The property is zoned R-3 Low Density Multi-Family District.

This site plan proposes 4 attached single-family residential units. The units will be designed in a typical side-by-side townhome arrangement, but will not have individual lots- instead they will be condominium units.

The Parks and Open Space Ordinance requires a minimum land dedication of 10% of the land area of the development or, if a dedication of land is not feasible or practical within a new development, the developer shall construct or install park infrastructure improvements that are equal in value to that of the minimum land dedication. A developer may also voluntarily choose to pay a fee to the city in lieu of constructing park infrastructure. The developer is proposing that a voluntary fee be paid in lieu of land dedication or construction of park infrastructure.

Staff recommends acceptance of a voluntary payment of $6,300 for the funding of public park infrastructure for the All Inclusive Playground in Northview Park, or for improvements to the playground at the UGRA/Soccer Complex, in lieu of land dedication to satisfy the Parkland Ordinance requirements for the development. Rowley moved to approve staff recommendation and Parkin seconded the motion. On roll call: Ayes: Rowley, Parkin, Devine, Bewyer. Nays: none. Passes: none. Motion carried.

The next item on the agenda was Central Iowa Aquatics Lease Agreement and Urbandale community School District Lease Agreement – Tennis Courts. On February 28, 2019, the City
Council approved the lease agreement between the City and Central Iowa Aquatics (CIA) for use of the Urbandale Public Swimming Pool. This lease is currently up for renewal.

In addition, the City of Urbandale has allowed the Urbandale Community School District (UCSD) use of the tennis courts at Walker Johnston Park and Lions Park for their high school tennis programs for many years. To date, the City has not required a lease agreement between the City and the UCSD for use of the courts. The City does require a lease for the UCSD to use the softball field at Lions Park, and staff recommends that the City now also start requiring a lease for the use of the tennis courts, to be consistent. The leases outline the responsibilities of the City and the Lessee for program operation and facility maintenance.

The Urbandale Community School District (UCSD) lease would allow the School District to utilize the eight tennis courts at Walker Johnston Park, and two tennis courts at Lion's Park from March 1, 2020, through September 20, 2020. The UCSD would be responsible for litter and trash pickup at the site, and any maintenance and repairs to the courts that are a result of negligence of the District.

It is understood that the District does not have exclusive use of the premises, and the premises will be scheduled by the City outside the scheduled dates approved for the District in this lease. The premises shall remain unlocked and available to the public when the District is not using the facility.

Both the City and School District would indemnify the other party for claims arising from their actions related to the lease. This lease includes the Tobacco Free language and requires the coaches to enforce a tobacco free environment.

The Central Iowa Aquatics (CIA) lease would establish the hours of practice sessions. The Club would operate practice sessions from September 12, 2020 – May 29, 2021, on Fridays from 3:30 – 6:00 p.m., and Saturdays, from 6:30 – 9:00 a.m.

The CIA agrees to: provide lane ropes, set-up and remove backstroke flags, return the bulkhead back to its original position and spot clean the swimming pool deck and locker rooms after the completion of practices.

In addition, the lease stipulates that in return for the use of the pool, the CIA would agree to a lease payment of $60 per hour. The total sum would be divided into two payments, with the first payment due by February 15, 2020, and the second payment due by June 15, 2020.

A Memorandum of Understanding is also included with the lease, regarding access to the facility and responsibilities for the keys, as well as clarifying that CIA is not allowed from providing swim camps or learn to swim programs.

The City Attorney has reviewed the proposed lease agreements, and is in agreement. Staff recommends approval of the lease agreements with the Urbandale Community School District (UCSD), and Central Iowa Aquatics (CIA), for the use of City-owned park and recreation facilities.

There were no Citizen Comments.

The next item was Director's Reports. The CIP got approved at the City Council last night. The all-inclusive playground last phase and also pickleball went out to bid today. Dunlap Phase II and III went out to bid as well. Projects this year are the natural playground at Barrett Park, flushable restrooms at Deer Ridge, new shelter and restrooms at Murphy Park, and parking lot at Walnut Creek Regional Park. Budget has been submitted and next Saturday will be review with Council. The trail around Fire station along 152nd Street and Meredith is in design.

The next item was Chairman’s Items. Devine asked the Commission to look at the options for sub-committees that the Commissioners can join.

Meeting adjourned at 5:47 p.m.

Chairperson

ATTEST: ________________________________

March 4, 2020 Date