The Urbandale Parks and Recreation Commission met in session on March 4, 2020, at the Urbandale City Hall Large Conference Room. Members answering roll call were Rowley, Parkin, Hutchison, Devine, Richardson, Bewyer. Jan Herke and Kevin James from the Park & Recreation Department and Kristi Bales from the Community Development Department also attended.

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

The first item on the agenda was the approval of the January 15, 2020, minutes. Rowley moved to approve the minutes and Bewyer seconded the motion. On roll call: Ayes: Rowley, Bewyer, Richardson, Devine, Parkin. Nays: none. Passes: Hutchison. Motion carried.

The next item on the agenda was Parkland Dedication: “Merle Hay – Aurora Place Plat 2” Preliminary Plat. This preliminary plat pertains to a vacant property located on the north side of Douglas Avenue, approximately 200 feet east of 64th Street. The property is currently used as a parking lot and internal driveway access to the Merle Hay Mall. The subject property has approximately 170 feet of frontage along Douglas Avenue. On December 3, 2019, the City Council approved a rezoning from “C-G” General Commercial District to “P.U.D.” Planned Unit Development for approximately 1.73 acres of the overall 4.8-acre parcel.

A site plan for a proposed three-story multi-family residential building with 43 units on Lot 1 has been submitted to the City, and is currently being reviewed by staff.

The Parks and Open Space Ordinance requires a minimum land dedication of 10% of the land area of the residential 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.

Property adjacent to the east is zoned “C-G” General Commercial District and includes the IHOP restaurant and the Merle Hay Mall. Property across Douglas Avenue and adjacent to the west fronting Douglas Avenue is zoned “C-N” Neighborhood Convenience District. Additional property adjacent to the west is zoned “R-3” Low-Density Multi-family District.

Staff recommends acceptance of a voluntary payment of $69,156.40 for the funding of public park infrastructure within parks east of the Interstate corridor in lieu of land dedication to satisfy the Parkland Ordinance requirements for the plat. Hutchison moved to approve staff recommendation and Rowley seconded the motion. On roll call: Ayes: Hutchison, Rowley, Parkin, Devine, Richardson, Bewyer. Nays: none. Passes: none. Motion carried.
The next item on the agenda was Walnut Creek Regional Park Shelter Project. Kristi Bales summarized the project. This site plan proposes the construction of an open-air shelter and parking lot to serve visitors to the Walnut Creek Regional Park. The shelter and parking lot are proposed to be constructed on the east side of Walnut Creek, and south of Aurora Avenue. The new parking lot and large shelter are identified in the Capital Improvements Program to be phased constructed in 2020 (parking lot and utilities) and 2021 (construction of shelter), respectively.

The proposed shelter and parking lot will be accessed from the existing park roadway system off of Aurora Avenue. The proposed parking lot will eventually have a total of 100 parking spaces. The first phase of construction will include a minimum of 50 spaces (four of which are the required ADA accessible) and the potential for additional parking to be constructed depending on the results of the public bidding process. Utilities, stormwater detention, and a continuous row of shrubs towards the residences to the east will be constructed with the first phase of construction.

The proposed shelter is designed for occupancy of 100 people. Remaining site landscaping and a sidewalk connection to the Bob Layton Trail will be installed with the construction of the shelter.

The final phase of the park roadway system is proposed to be completed from Douglas Parkway north to the existing access road in 2023. This phase is dependent upon the development of the northwest corner of the roundabout at 142nd street, as the access off of Douglas would go through a frontage road on that corner. The first phase of the roadway system was completed in 2014 and a gate was installed on the south side of Aurora Avenue in 2015 to prevent use of the roadway when the park was closed.

Seven residents of Urbandale attended the meeting to voice their concerns about the park area and the shelter project. In addition, an e-mail was submitted to staff on behalf of another resident. Some of their concerns included the following: not being informed of the project, clarifying the depth of the retention pond, specifications of the shelter house, safety along the road and inside the park, City responses to citizen concerns, the gate working inconsistently, flood plain updates, determining the necessity of the shelter and additional parking lot, and how to stop the advancement of the project.

The Commission and staff answered questions and shared information about the planning process which has occurred to date for the shelter and parking lot. The shelter was initially adopted in the 2006 Walnut Creek Regional Park Master Plan, and a systematic approval process for the shelter has progressed through public meetings since that time. Most recently the parking lot and utilities, as well as the large shelter, were approved in the 2020-2025+ CIP budget, which included public hearings at CIP Committee meeting, Parks and Recreation Commission and the City Council.

Staff communicated that the next regular City Council meeting was March 24, where this project is anticipated to be on the agenda.
The next item was Douglas Avenue Interchange Public Art. At its meeting on July 2, 2019, the City Council approved a Public Art Grant from BRAVO Greater Des Moines, in the amount of $20,000, to be used to commission two sculptures to be placed in the median at the Douglas Avenue Interchange. The total project cost for the two sculptures is $40,000, with the remaining $20,000 for the project being funded from CIP funds allocated for public art.

In July of 2019, Request for Qualifications (RFQ’s) were sent out to artists, and 26 applications were received. The Public Art Committee (PAC) reviewed the applications and narrowed them down to three finalists.

The three finalists were asked to provide additional information for a proposed project through a ‘Request for Proposal’ (RFP) process and all three finalists were then invited to come in to interview. Following the interviews, the PAC provided additional opportunities for public input on the top three finalists through the following avenues: A link on the City website, Urbandale Public Art website link, displays at City Hall, a display and voting opportunity over a lunch period at the Urbandale High school, as well as a display in the main lobby at the Urbandale Library.

453 people participated in the public input process, with Urbandale artist Clint Hansen and his proposed sculptures called “Love you to the Moon” and “Raise You to the Stars” receiving 50.6% of the total votes. After taking into consideration the input received from the community, the Public Art Committee is recommending artist Clint Hansen be approved to create the commissioned Douglas Avenue Interchange Public Art project.

If approved by the Parks and Recreation Commission and City Council, a contractual agreement will be finalized with the artist prior to work starting on the project. It is anticipated that the project will be completed by August of 2020. Staff recommends approval to commission Clint Hansen to design, create and install a signature artwork for the Douglas Avenue Interchange Public Art Project and approve a commission of $40,000 for the two sculptures.


The next item on the agenda was Van Purchase – Parks and Recreation Department. The City of Urbandale currently has a used van, which is used for Recreation and Senior Recreation programs, as well as other needs such as travel to City staff trainings, etc. The van is a 16 year old (2004) Ford 15-passenger van which has outlived its useful life, and due for replacement.

The current State bid contract for a 15-passenger van with the desired equipment is with Gabus Ford of Urbandale. The Charles Gabus Ford state bid for a new 2020 Ford Transit 350 Passenger RWD High Roof Van is $36,707.

Currently there is $17,857 accrued in the City’s Equipment Replacement Fund budget for a new van, which leaves a balance of $18,850. Staff recommended that cell tower lease revenue be
used to fund this remaining balance and recommends acceptance of the State Bid of Charles Gabus Ford, in the amount of $36,707 for a 2020 Ford Transit 350 Passenger RWD High Roof Van.

Rowley moved to approve staff recommendation and Parkin seconded the motion.

There were no additional Citizen Comments.

The next item was Director’s Reports. The pre-con meeting for the All-Inclusive Playground was today. The playground is anticipated to be installed in April. Bids are in for restrooms at Murphy Park and Deer Ridge Park. A consultant has been hired for design plans for Phase II and Phase III for Dunlap Park.

Richardson asked staff for statistics on police reports at Walnut Creek Regional Park. He also asked staff to look into the timer for the gate at the road.

The next item was Chairman’s Items. Devine inquired if a representative from the Commission could participate on the Trails and Greenways Advisory Committee. Bewyer will fill the position for the Commission.

Meeting adjourned at 6:45 p.m.

Chairperson

June 19, 2020

Date

ATTEST:  

Sandra Headlee