


COUNCIL COMMUNICATION

	Number:	21-525	Meeting:	December 6, 2021
	Agenda Item:	43	Roll Call:	21-1833
	Submitted by:	Benjamin R. Page, Park and Recreation Director		

AGENDA HEADING:

Approval of rules for facilities and programs operated by the Parks and Recreation Department.

SYNOPSIS:

Recommend approval of proposed changes to Parks and Recreation Rules, including these substantive changes which incorporate new rules that reflect the advancements of the Parks and Recreation Department since the adoption of this document in 2019 and clarify intent of select existing rules:

- In General: Modifications to enhance formality of the language used, direct readers to Chapter 74 for all fees to eliminate risk of differing information and overall formatting to eliminate bullet points to enhance ease of referencing specific rules and subrules within all Sections.
- Section III:
 - Addition of III.1.c clarifying that staff cannot hold any patron's personal belongings except as noted at specific facilities.
 - List only the Chapter 74 section headings, now hyperlinked.
- Section VI: Added language allowing non-season pass holding children between the ages of nine (9) and 12 to be admitted to a pool if parent or guardian contact information is provided.
- Section VII: Children under the age of eight (8), previously listed as under the age of seven (7), must be supervised by a responsible person 14 years of age or older at wading pools.
- Section VIII: Addition of VIII.7 – Rules to address events at Gray's Lake Park.
- Section X: Major reformatting to provide logical categories for Birdland Marina rules.
- Section XIV: Addition of Pickleball and Futsal to what was just Tennis Court Rules.
- Section XVII: Addition of XVII.1.c related to use of lights and reflectors.
- Section XVIII: Addition of Weeks Middle School Park to what was just Brody Community School Park.
- Section XX: Addition of a new section for Brenton Skating Plaza Rules.
- Former Section XX: Removal of the Appendix as it was repeat information.

FISCAL IMPACT: NONE

ADDITIONAL INFORMATION:

- The Parks and Recreation Rules are a separate, yet complimentary, document to Chapter 74 of the Des Moines Municipal Code, which is dedicated to the organization and management of the City parks and recreation facilities and outlines the role of the Parks and Recreation Board, the authority of the Parks and Recreation Director, operation of City parks and recreation facilities, and the fees for use of facilities and programs.

- In addition to the Municipal Code, rules are needed for specific City parks and recreation facilities to regulate use. Many of these rules are not included in the City's Municipal Code, but in order to be enforceable, all rules must be approved by the City Council.
- The rules, when combined with the Municipal Code, govern the use of the City's parks and recreation facilities. Wherever possible, rules do not duplicate anything that is addressed in the Municipal Code.
- On October 22, 2019, the Parks and Recreation Board, via Resolution No. 19-080, approved for the first time the Parks and Recreation Rules as assembled into one (1) comprehensive document. After two (2) years, changes to the Parks and Recreation Rules are necessary to reflect advancements of the Parks and Recreation Department. These are described in succinct detail below. Additional minor changes are proposed to improve formatting and consistency and clarity, but do not modify the meaning of the existing rules language.
- Elected and appointed leaders should use this communication as a guide to the changes, but still read in detail the proposed modifications shown with "track changes" in the copy of the Parks and Recreation Rules provided in their meeting packet. Substantive changes include:
 - In General: Modifications to enhance formality of the language used, directing readers to Chapter 74 for all fees to eliminate risk of differing information and overall formatting to eliminate bullet points to enhance ease of referencing specific rules and subrules within all Sections.
 - *Section III:*
 - *Addition of III.1.c clarifying that staff cannot hold any patron's personal belongings except as noted at specific facilities* – This addition supports staff in limiting the possible risk associated with the past practice. In limited cases as specific facilities, staff may hold specific items for patrons such as shoes when renting ice skates at Brenton Skating Plaza.
 - *List only the Chapter 74 section headings, now hyperlinked* – This change deletes the previously listed full details of certain sections of Chapter 74 repeated in the rules document to eliminate risk of differences between the two (2) documents; headings are now hyperlinked to the website specific to each section for easy reference when viewing as a digital document.
 - *Section VI: Added language allowing non-season pass holding children between the ages of nine (9) and 12 to be admitted to a pool if parent or guardian contact information is provided* – This change provides a more equitable, yet safe, solution to children visiting the pool who may not have a season pass.
 - *Section VII: Children under the age of eight (8), previously listed as under the age of seven (7), must be supervised by a responsible person 14 years of age or older at wading pools* – This change aligns the ages listed for wading pools with those listed at our pools and aquatic facilities for consistency with these related facilities.
 - *Section VIII: Addition of VIII.7 - Rules to address events at Gray's Lake Park* – This addition outlines rules related to hosting events at Gray's Lake Park and clarifies the City's expectations of the event manager.
 - *Section X: Major reformatting to provide logical categories for Birdland Marina rules* – These changes help to organize the lengthy set of rules for this facility into logical categories for ease of use by both City staff and patrons.

- *Section XIV: Addition of Pickleball and Futsal to what was just Tennis Court Rules* – This addition clarifies that the same rules that apply to tennis courts also apply to pickleball and futsal courts.
- *Section XVII: Addition of XVII.1.c related to use of lights and reflectors* – This addition clarifies that trail users must comply with state and local regulations related to lights and reflectors while using the recreation trails.
- *Section XVIII: Addition of Weeks Middle School Park to what was just Brody Community School Park* – This expansion clarifies the rules that apply to these two (2) facilities based on the related agreements in place between the City and Des Moines Public Schools.
- *Section XX: Addition of a new section for Brenton Skating Plaza Rules* – This addition is necessary because the Brenton Skating Plaza, the associated ice rink, and other facility components are now operated and maintained directly by City staff, not an outside contractor.
- *Former Section XX: Removal of the Appendix as it was repeat information* – The appendix was not a necessary section as it only repeated minor information already included in Section I. Section XX is reassigned to Brenton Skating Plaza Rules.

PREVIOUS COUNCIL ACTION(S):

Date: November 4, 2019

Roll Call Number: [19-1733](#)

Action: [Rules](#) for facilities and programs operated by the Parks & Recreation Department. ([Council Communication No. 19-483](#)) Moved by Gatto to adopt. Motion Carried 7-0.

BOARD/COMMISSION ACTION(S):

Board: Parks and Recreation Board

Date: November 23, 2021

Resolution Number: 21-083

Action: Motion by Potter to approve Parks and Recreation Rules updates. Second by Fanter. Motion carried.

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS: NONE

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