

MEETING MINUTES
PUBLIC WORKS COUNCIL COMMITTEE
Monday, May 23, 2016
City Hall Training Room – West Des Moines

In Attendance:

Council Member – Rick Messerschmidt
Council Member – Kevin Trevillyan
City Manager – Tom Hadden
Deputy City Manager – Jamie Letzring
Finance Director – Tim Stiles
Assistant City Attorney – Greta Truman
Comm. & Econ. Dev. Director – Clyde Evans

City Engineer – Duane Wittstock
Public Works Deputy Director – Joe Cory
Principal Engineer – Ben McAlister
Principal Engineer – Jason Schlickbernd
Traffic Engineer – Jim Dickinson
Communication Specialist – Lucinda Stephenson
Guest: Paul O’Connell, Resident
Guest: Eric Tabor, Resident

Meeting called to order at 11:30 AM.

1. S. 50th Street Widening – O’Connell Property

Issue Summary:

Principal Engineer Ben McAlister reported that with the S. 50th Street Widening project, when the street gets widened, the gutter line of the road will be lowered, and as a result, Coachlight Drive will also have to be modified, which will affect the driveway apron on the property at 5003 Coachlight Drive for resident Paul O’Connell. Mr. O’Connell previously had special finishing completed on his driveway apron in September 2015 (Item 1-1.3). Mr. O’Connell is requesting that when modifications are done to Coachlight Drive, his driveway apron be restored to resemble what it currently looks like due to the cost he incurred to install it. In addition, a special sand was used in the concrete mix which Mr. O’Connell prefers be used again. There was discussion about the special mix that was used and its impact on the cost of restoring Mr. O’Connell’s driveway apron. Staff has requested additional information about the mix that was used for Mr. O’Connell’s driveway. Mr. O’Connell will obtain information from the contractor and communicate that to staff.

Mr. McAlister displayed an illustration indicating a portion of the sidewalk on the north side of Coachlight Drive adjacent to Mr. O’Connell’s property, which will need replaced to meet ADA requirements (Item 1.4). The preliminary design of the project presented to residents in October 2015 indicated that from S. 50th Street west to Mr. O’Connell’s driveway, only 1 old panel would remain with the sidewalk replacement, however, the final design now shows approximately 4 panels of sidewalk to be replaced, leaving approximately 3-4 panels as-is. Mr. O’Connell is requesting that all of the sidewalk panels from S. 50th Street west to his driveway be replaced, for consistency in appearance as well as mitigating future deterioration issues. Mr. O’Connell indicated he is willing to help cover the cost of the extended sidewalk replacement. Discussion included how each of these special requests would be handled since the S. 50th Street Widening project is a federal project being let by the DOT.

Direction: Information Only. The contract for the project has not yet been awarded but staff wanted to inform the PWCC of these issues and their additional cost. Once the project is awarded, staff will follow up with the PWCC on further recommendations.

2. **S. 88th Street – Overhead to Underground Electric Conversion**

Issue Summary:

Mr. McAlister reported that S. 88th Street currently has overhead electric. Mid-American Energy has provided an estimate of \$350,000 to convert the overhead electric to underground. The conversion would be from the substation on S. 88th Street and Booneville Road to North Booneville Road, which is approximately 2000 feet (Item 2). Staff is seeking guidance from the PWCC on whether or not to pursue the conversion. Discussion included the type of future development planned for the area, which staff indicated would generally be industrial.

Direction: The PWCC recommends not proceeding with the underground conversion and to leave the electric overhead on S. 88th Street.

3. **Quail Park Sanitary Sewer – Erosion Issues**

Issue Summary:

Principal Engineer Jason Schlickbernd reported that resident Eric Tabor, 1619 Thornwood Road, brought forth an area of concern regarding erosion issues (Item 3) along the Quail Park Area Sanitary Sewer corridor. The Quail Park Plat 1 sanitary sewer along Timberwood Drive was installed as a dry sewer at the time the subdivision was developed, but no one could connect to it the sewer service connections provided until there was an outlet for the sanitary sewer. The Quail Park Area Sanitary Sewer installed in 2011 along the north boundary of the Thornwood subdivision provided this outlet and also provided sewer service to several properties on the north side of Thornwood Road in the Thornwood subdivision. A map was displayed showing the sanitary sewer in green and the drainage channels in blue (Item 3.1). Mr. Tabor's sewer service is the dashed green line. The red dashed lines indicate the migration of the drainage channels. Over time, the migration of the drainage channels has exposed portions of the public sanitary sewer line as well as Mr. Tabor's sewer service. Several photos were shown of the erosion and the exposure of the sanitary sewer line and service (Items 3.2-3.6). It was noted that the public sanitary sewer line is in a permanent easement and that this work was being considered to address the protection of the public sanitary sewer and not the private sanitary sewer service.

Staff recommends hiring Veenstra & Kimm as a consultant to survey the area, provide recommendations and cost estimates, and ultimately design and inspect the improvements. Staff will provide an update to the PWCC at a future meeting.

Direction: The PWCC concurs with staff's recommendation to hire Veenstra & Kimm for the professional engineering services.

4. **Review of Public Works Items for Council Meeting (May 31, 2016)**

A. **Order Construction:**

- i. Law Enforcement Center Lower Level Remodel, Phase 2
- ii. Stagecoach Drive, South 88th Street to west (*Tentative*)
- iii. Sugar Creek Trunk Sewer Extension (*Tentative*)

B. **Accepting Work – 2014 Sewer Lining Program**

C. **Acceptance of Public Improvements:**

- i. Roto Rooter Plat 1, Lot 1
- ii. McCurnin Place, Lot 9 (Fareway)

- D. Approval of Extension of Sewer Service Outside Corporate limits and Approval of Agreement for Sewer Service – Barry and Linda Patterson
- E. Approval of Settlement Agreement – Barry Patterson
- F. Approval and Acceptance of Purchase Agreements, Deed, and Easements:
 - i. South 60th Street Improvements Project
 - ii. South 88th Street Improvements Project
 - iii. Grand Avenue Siphon Replacement Project
- G. Approval of Second, Third Readings and Final Adoption – South 60th Street Sanitary Sewer Connection Fee District
- H. Award Contract:
 - i. South 50th Street Widening (Mills Civic Parkway to EP True Parkway)
 - ii. Veterans Parkway Phase 4 – SE Pine Avenue Trail (Veterans Parkway to SE Soteria Avenue)
 - iii. 98th Street Improvements – Water Tower to Railroad Tracks
- I. Approval of Traffic Code Amendments, First Reading – Through Streets Stop Required – 81st Street-Ashworth Road to EP True Parkway

Direction: The PWCC concurs with staff recommendations on the Council agenda items.

5. Staff Updates

- A. Paper Shredding Communication Update – Deputy Public Works Director Joe Cory reported that staff recommends revisions to the event if the PWCC wants to continue offering the service. If the event continues to be offered, staff recommends limiting the amount residents may dispose of to 3 boxes and highlighting the term “confidential” in the City’s communication to the public (Item 5A). It was noted there are other paper shredding services in the community available to residents. Staff is seeking direction from the PWCC on whether to continue the event or eliminate the service.

Direction: The PWCC recommends eliminating the fall 2016 paper shredding event and re-evaluate at a later date if the event will occur for spring 2017.

B. Construction Updates

- i. Fox Creek – It was reported that all the physical connections of the pipes are done. There is still testing and video inspection in progress. A walk through on the west leg of the project was conducted late last week in an effort to move forward with restoration. There is still more work to do on the east side before restoration may begin on that section.
- ii. S. 88th Street – It was reported that construction has begun on the first phase by lower Booneville Road.
- iii. Alluvion – It was reported there are two pours left at the intersection of Pine and SE Soteria Avenue. Upon completion of those pours, traffic will be open.
- iv. Maffit Lake Road – It was reported that grading is complete and the contractor expects to begin paving before July.
- v. SE Soteria Avenue (North of SE Pine Avenue) – It was reported that grading and storm sewer construction are underway. The project is still on schedule.

- vi. 60th Street – It was reported that the contractor will schedule a pre-construction meeting and once a construction schedule is known, an update will be communicated to all affected residents.
- vii. Grand Prairie Parkway – It was reported that the contractor is working on grading from Mills Civic Parkway to the interchange. It is anticipated the grading will be completed in a couple weeks.
- viii. Relocated Wendover Road – Will be in place by the end of next week.
- ix. Grand Avenue – It was reported that the mainline paving and permanent pavement markings were completed on Saturday, May 21, 2016. The contractor prefers to complete paving for S. 35th Street prior to re-opening Grand Avenue, although Grand Avenue could be re-opened by the end of this week, dependent on weather. The 30 day period for the contractor to complete the paving of S. 35th Street and Grand Avenue ends on Wednesday, May 25, 2016. It was reported that the contractor was able to work 8 days out of 28.

Direction: Information Only. The PWCC recommends to have Grand Avenue re-opened as soon as possible, even if the S. 35th Street paving is not complete.

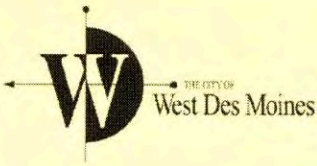
6. Other Matters

- A. MPO Fiscal Year 2020 Surface Transportation Program Funding – Mr. Cory reported on the communication provided from the Des Moines Area MPO on approving the Grand Avenue Widening project for \$1,252,550 (Item 6A).
- B. Browns Woods Sewer – Mr. McAlister reported that staff received a letter from resident Liz Bredeson regarding the proposed sewer line extension for the Browns Woods Sewer. The conceptual design shows the proposed sewer line located south of the pond on the Bredeson property (Item 6B). Ms. Bredeson is concerned that the location of the proposed sewer line would cause significant disruption of the trees on the south side of the pond on her property and has requested that the City provide a conceptual drawing showing the proposed sewer line north of the pond on her property. The letter also requests a small neighborhood meeting with those affected by the proposed construction. Staff met with Ms. Bredeson on May 6, 2016, and explained the proposed sewer line is a preliminary design and since the plan is conceptual at this time, there is no imminent construction and no need to conduct a neighborhood meeting. Staff recommends inserting a dashed line around the north side of the pond as an alternative, proposed sewer line.

Direction: The PWCC concurs with staff recommendation and also recommends that staff send a letter to the resident explaining the PWCC's position.

The meeting adjourned at 12:36 p.m. The next Public Works Council Committee meeting is scheduled for June 6, 2016.

Copies of handouts are available at Public Works upon request. A recording was not made. Respectfully submitted by Kimberly Pinegar, Secretary.



**PUBLIC WORKS COUNCIL COMMITTEE MEETING
AGENDA**

Monday, May 23, 2016 – 11:30 AM

Location: West Des Moines City Hall – Training Room
4200 Mills Civic Parkway

1. S. 50th Street Widening – O’Connell Property (Eng. Svcs.)
2. 88th Street – Overhead to Underground Electric Conversion (Eng. Svcs.)
3. Quail Park Sanitary Sewer – Erosion Issues (Eng. Svcs.)
4. Review of Public Works Items for Council Meeting (May 31, 2016)
5. Staff Updates
 - A. Paper Shredding Communication Update (JCC)
 - B. Construction Updates (Eng. Svcs.)
6. Other Matters
 - A. MPO Fiscal Year 2020 Surface Transportation Program Funding (JCC)
 - B. Browns Woods Sewer – Resident’s Letter (Eng. Svcs.)

This agenda is created for planning purposes and is subject to change.

Any discussion, feedback or recommendation by Sub-committee member(s) should not be construed or understood to be an action or decision by or for the West Des Moines City Council.

All visitors to the Public Works Council Committee meetings are asked to sign in.

Thank you!

**PUBLIC WORKS COUNCIL COMMITTEE MEETING
GUEST ATTENDANCE**

Date:

Printed Name & Organization	Address / E-mail	Day time phone #	Topic
Paul O'Connell - citizen	5003 Coachlight Drive WOM, IA 50265 paul.oconnell@hotmail.com	575-210-6695	50 th St. Widening
Eric Tabor - citizen	1619 Thornwood Rd WOM 50265 Eric.tabor@hotmail.com	575-250-3790	

Item 1

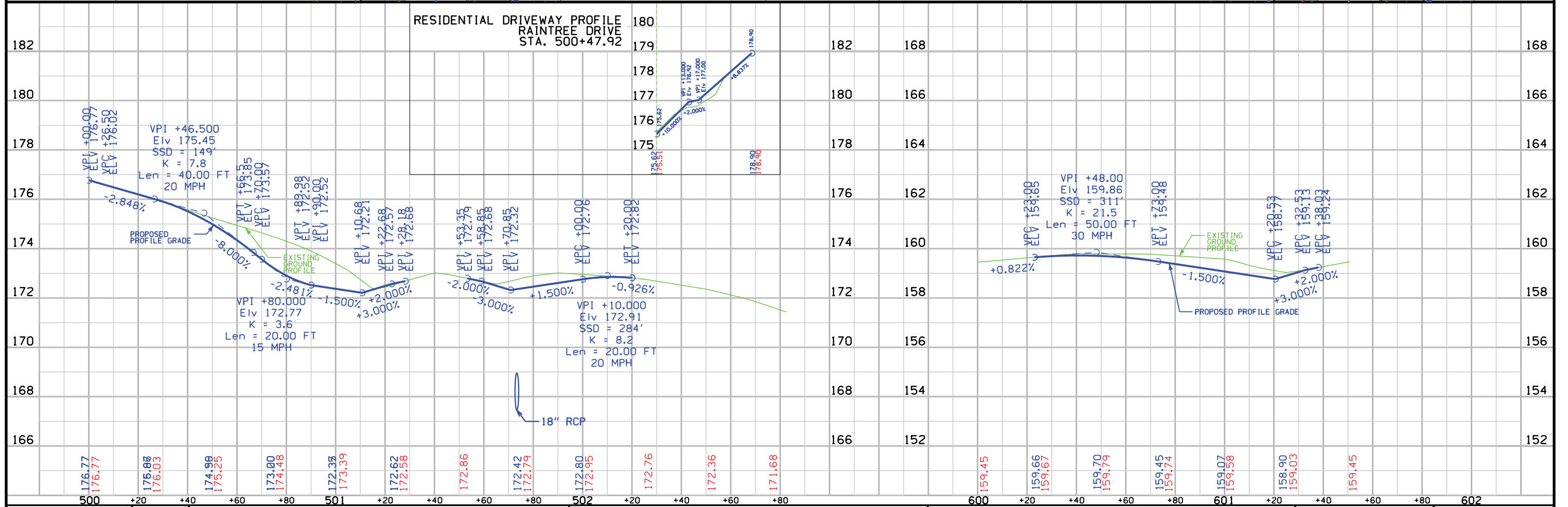
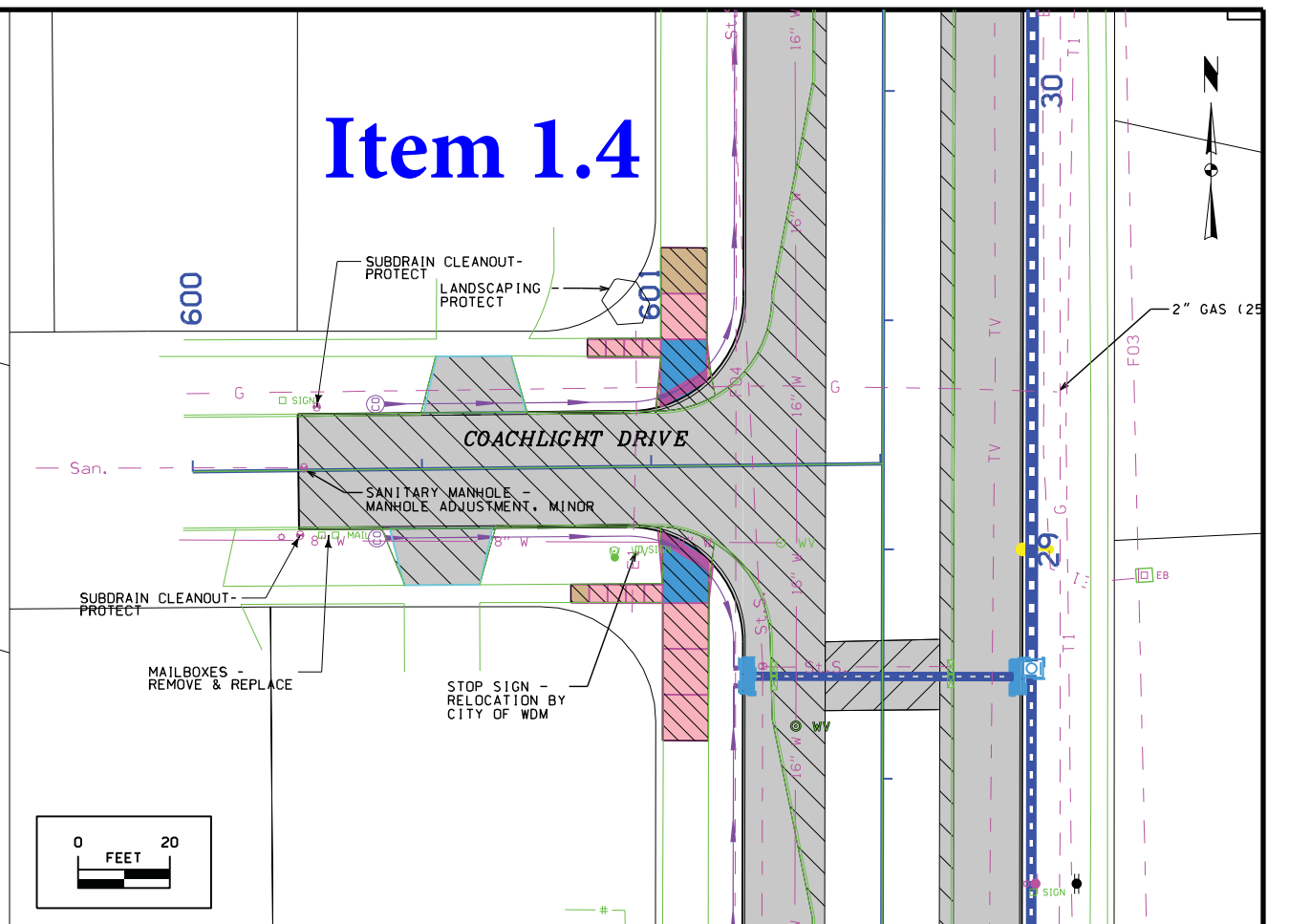
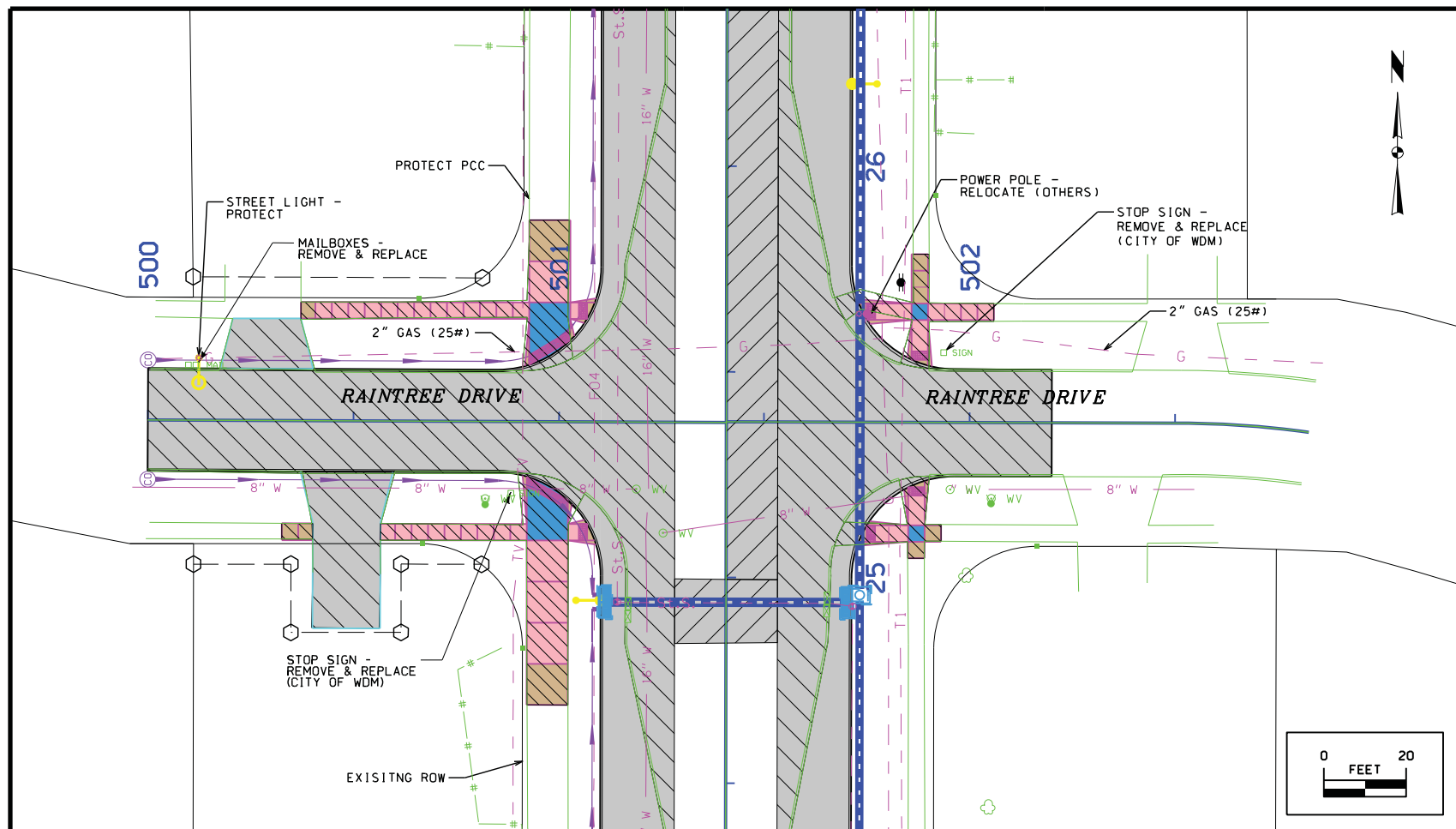


Item 1.1









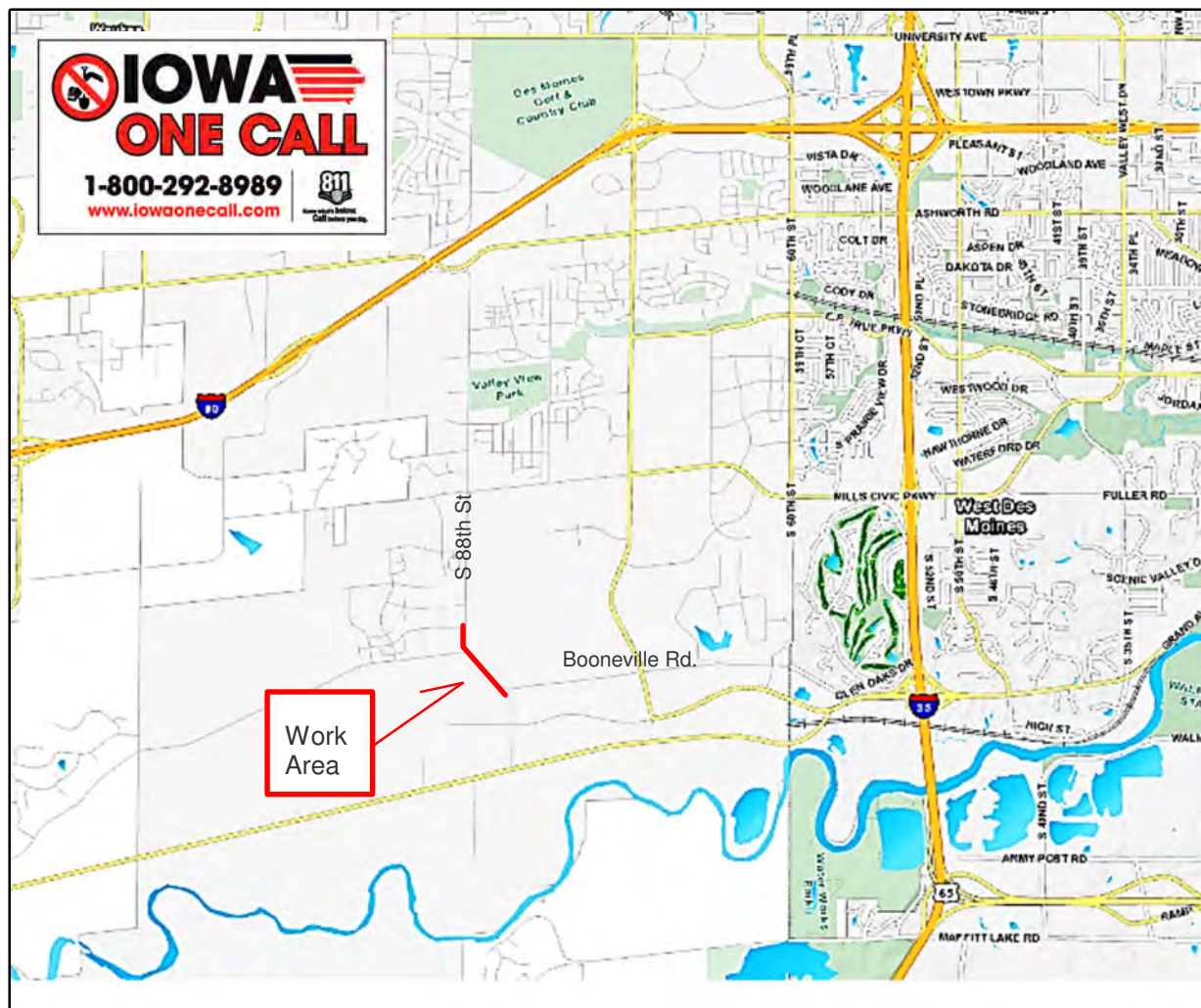
Item 2



West Des Moines S 88th Street
OH to UG Conversion

Index

- Pg 2 - 3 - project scope & installation notes
- Pg 4 - 6 - switchgear & manhole details
- Pg 7 - 8 - existing utility information
- Pg 9 - 10 - Critical Bore Details



Project Notes

1. Unless otherwise noted, cable or conduit to be installed at nominal depth. (42-48")
2. Contractor shall coordinate removal of overhead facilities with City grading contractor.
3. Siren on ex. Customer owned pole (@ approx. STA 3000) must have continuous service, contractor to coordinate any necessary outages for cut over with siren owners.
4. City/consultant shall provide right of way stakes with stationing and cut or fill dimensions (if applicable) at 100ft intervals.
5. Contractor shall provide MEC Engineering with detailed as built redline drawing with depths/dimensions of installed facilities, and complete MEC job package pick list with quantities used.

WEST DES MOINES CONSTRUCTION NOTES

1. Provide traffic control in accordance with the MUTCD. Submit Lane Closure Layouts and Traffic Control Plans to the City of West Des Moines Public Works (Traffic Division 222-3480) at least 48 hours prior to closing any traffic lanes.
2. Obtain a West Des Moines Street Excavation Permit (Public Works 222-3480) prior to performing any excavation or tunneling work on or under city streets, ROW, or public places in accordance with Article 7-1B of the West Des Moines City Code.
3. Contact the City of West Des Moines Public Works Sewer Division (515-222-3480) at least 48 hours prior to starting any utility work for City sanitary and storm locate information.
4. Contact the City of West Des Moines Water Treatment Plant (515-222-3465) at least 48 hours prior to starting any utility work.
5. Construction to be in compliance with West Des Moines Guideline for Placement of Utilities (see attached sheet).

LEGEND	
GRAPHIC	DESCRIPTION
	EXISTING OVERHEAD 1-PHASE CONDUCTOR
	EXISTING OVERHEAD 2-PHASE CONDUCTOR
	EXISTING OVERHEAD 3-PHASE CONDUCTOR
	EXISTING OVERHEAD FEEDER
	EXISTING OVERHEAD TRANSMISSION
	EXISTING UNDERGROUND 1-PHASE CABLE
	EXISTING UNDERGROUND 2-PHASE CABLE
	EXISTING UNDERGROUND 3-PHASE CABLE
	EXISTING UNDERGROUND FEEDER
	EXISTING OVERHEAD SECONDARY CONDUCTOR
	EXISTING OVERHEAD STREETLIGHT CONDUCTOR
	EXISTING UNDERGROUND SECONDARY CABLE
	EXISTING UNDERGROUND STREETLIGHT CABLE
	EXISTING CUSTOMER OWNED SECONDARY
	EXISTING OVERHEAD TRANSFORMER
	EXISTING OVERHEAD TRANSFORMER BANK
	EXISTING OVERHEAD FUSE
	EXISTING OVERHEAD SWITCH
	EXISTING OVERHEAD CAPACITOR BANK
	EXISTING VOLTAGE REGULATOR
	EXISTING RECLOSER
	EXISTING OVERHEAD FAULT INDICATOR
	EXISTING 1-PHASE PADMOUNT TRANSFORMER
	EXISTING 3-PHASE PADMOUNT TRANSFORMER
	EXISTING 4-BAY SWITCHGEAR
	EXISTING 6-BAY SWITCHGEAR
	EXISTING FUSED ENCLOSURE
	EXISTING PRIMARY ENCLOSURE
	EXISTING PAD MOUNT CAPACITOR BANK
	EXISTING SECONDARY PEDESTAL
	EXISTING SECONDARY HANDHOLE
	EXISTING MEC TRANSMISSION POLE
	EXISTING MEC DISTRIBUTION POLE
	CUSTOMER OWNED POLE
	EXISTING DOWN-GUY
	EXISTING STREETLIGHT
	EXISTING SECURITY LIGHT
	EXISTING FLOOD LIGHT
	EXISTING PRIMARY RISER
	EXISTING PRIMARY SPLICE
	EASEMENT
	CUSTOMER INSTALLED DUCT
INSTALLS	INSTALLATIONS ARE DISPLAYED IN RED
REMOVALS	REMOVALS ARE DISPLAYED IN GREEN



Cust: WEST DES MOINES-S88TH ST IMPROVEMENTS
Addr: S 88TH ST FROM BOONEVILLE RD T

Crew HQ:DMWR

City: DM WEST DES MOINES

X = 1551795

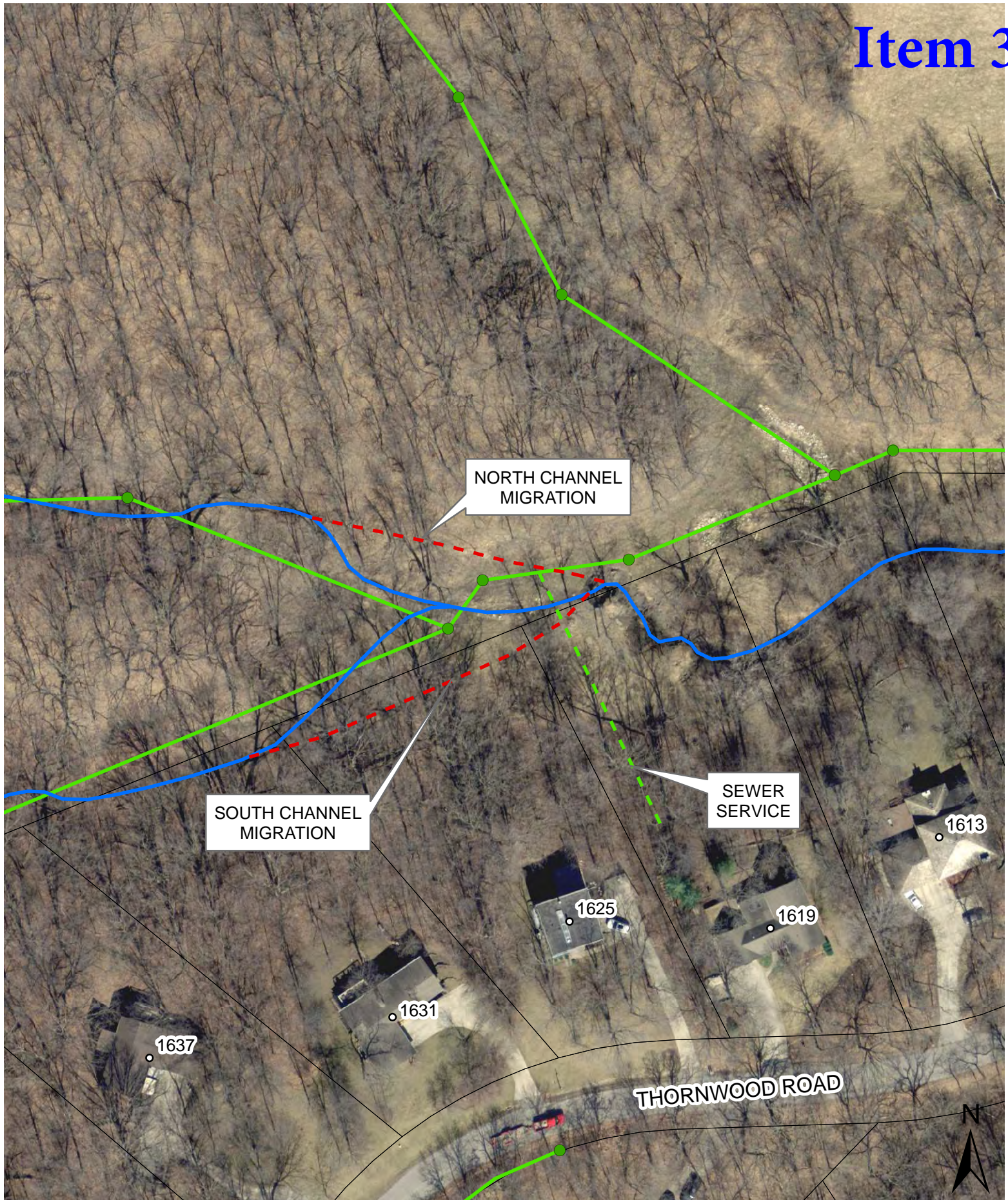
Y = 561977



WMS_REV:2425014-1
Date: 3/31/2016
Scale: N/A
Designer:STENDER,JACOB R

Job Desc: Relocate all OH facilities on S 88th St WDM to UG.

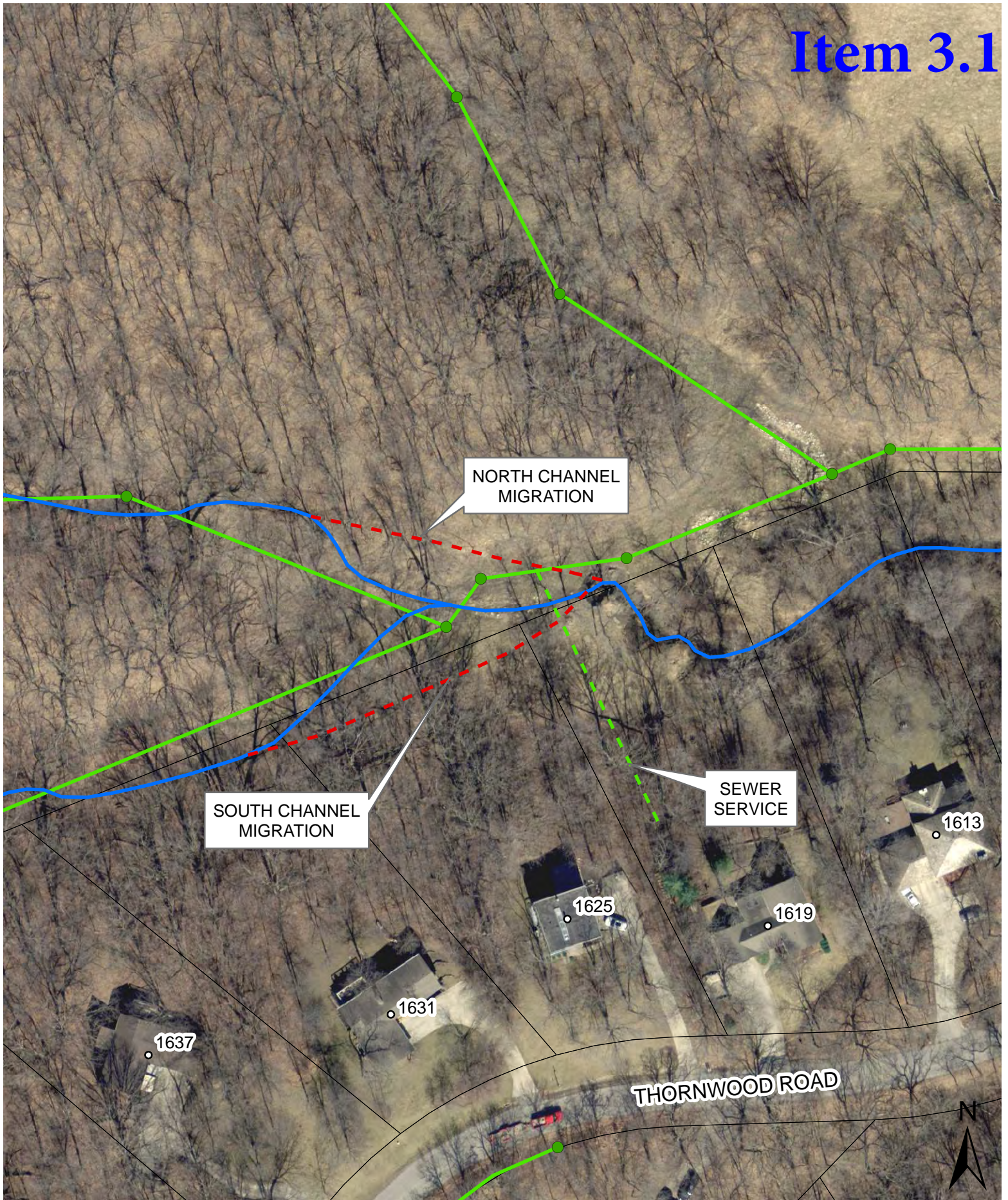
DISCLAIMER OF LIABILITY
NOTE: This drawing reflects facilities in place at the time of its preparation and is subject to change at any time. For current facility information, please contact MidAmerican Energy Company. Further, MidAmerican Energy Company disclaims all liability and responsibility for all claims and damages including but not limited to, personal injury, death and property damage, resulting from any authorized or unauthorized use of, or reliance upon, this drawing for any purpose.



**CITY OF WEST DES MOINES
ENGINEERING SERVICES**
4200 MILLS CIVIC PARKWAY
WEST DES MOINES, IOWA 50265
PH: (515) 222-3620 FAX: (515) 273-0602

PROJECT: QUAIL PARK SANITARY SEWER - EROSION ISSUES		
LOCATION: NW OF SOUTH 35TH STREET & GRAND AVENUE		
DRAWN BY: JMS	DATE: 05/23/2016	SHT. 1 OF 1

Item 3.1



**CITY OF WEST DES MOINES
ENGINEERING SERVICES**
4200 MILLS CIVIC PARKWAY
WEST DES MOINES, IOWA 50265
PH: (515) 222-3620 FAX: (515) 273-0602

PROJECT: QUAIL PARK SANITARY SEWER - EROSION ISSUES		
LOCATION: NW OF SOUTH 35TH STREET & GRAND AVENUE		
DRAWN BY: JMS	DATE: 05/23/2016	SHT. 1 OF 1

Item 3.2



05.10.2016 16:01

Item 3.3



05.10.2016 16:01

Item 3.4



Item 3.5



Item 3.6



Paper Shredding Verbiage

Following details of the Scrap Appliance & Metal Drop-Off event:

Spring 2016 WDM Magazine:

Secure Paper Shredding has been added as a service to West Des Moines residents at these Saturday Scrap Appliance & Metal drop-off events. Residents are encouraged to bring their old documents where a shredding truck will destroy your paperwork under your watchful eye! No need to remove paper clips, staples, rubber bands, binder clips, hanging file folders, manila file folders, or metal clips. No 3-ring binders or plastic.

Suggested verbiage for Fall 2016 WDM Magazine and future:

Secure Confidential Paper Shredding has been added as a service to West Des Moines residents at this Saturday Scrap Appliance & Metal drop-off event.

- Remove any non-paper items including 3-ring binders
- Bring up to (3) boxes of CONFIDENTIAL documents.
- Come early because when the truck is full, the service is over!

This event is for confidential documents you don't want to put in your recycle bin. No newspapers, Magazines, etc. Shredding will take place under your watchful eye!

To learn of other opportunities to shred paper throughout the year, go to:

<http://www.mwatoday.com/recycling-guide/item/paper-shredding-services.aspx>

5/9/16

JCC/PLE

DES MOINES AREA

MPO

METROPOLITAN PLANNING ORGANIZATION

420 Watson Powell Jr. Parkway, Suite 200
Des Moines, Iowa 50309
Phone: 515.334.0075
Email: info@dmampo.org
www.dmampo.org

April 28, 2016

Mr. Joseph Cory
City of West Des Moines
560 South 16th Street
West Des Moines, IA 50265

Dear Mr. Cory:

SUBJECT: MPO FEDERAL FISCAL YEAR 2020 SURFACE TRANSPORTATION PROGRAM FUNDING AWARDS

This correspondence is to inform the City of West Des Moines that the Des Moines Area Metropolitan Planning Organization (MPO) approved the Grand Avenue Widening application for Federal Fiscal Year (FFY) 2020 Surface Transportation Program (STP) funds on April 21, 2016. The approved Federal funding is \$1,252,550. The MPO included this updated surface transportation improvements funding amount in the *Federal Fiscal Years 2017-2020 Transportation Improvement Program*.

Please note the MPO requires all recipients to provide the MPO with a semi-annual report on the status and progress of the improvement, as outlined in the MPO's *Guidelines for Surface Transportation Program and Transportation Alternatives Program Funding*. Also, please be aware that you must notify the MPO if the information submitted in the application changes, such as the project scope, design, or cost, before you receive authorization from the Federal Highway Administration (FHWA).

In order to receive your STP funds, the city will need to work with the Iowa Department of Transportation (DOT). To initiate that process, STP project sponsors should contact:

Mr. Gregg Durbin
Local Systems Engineer, District 1 Office
Iowa Department of Transportation
1020 South 4th Street
Ames, IA 50010
(515) 239-1421

Altoona • Ankeny • Bondurant • Carlisle • Clive • Dallas County • Des Moines • DART
Grimes • Johnston • Mitchellville • Norwalk • Pleasant Hill • Polk City • Polk County
Urbandale • Warren County • Waukee • West Des Moines • Windsor Heights

Cory/Young Letter
STP Funding Award
April 28, 2016
Page 2

The city does not yet have a funding commitment nor is it authorized to expend funds until the Iowa DOT receives FHWA approval. Expenditures incurred prior to FHWA approval are ineligible for reimbursement. If you have questions, comments, or concerns, please contact the MPO at (515) 334-0075, or by email at zyoung@dmampo.org.

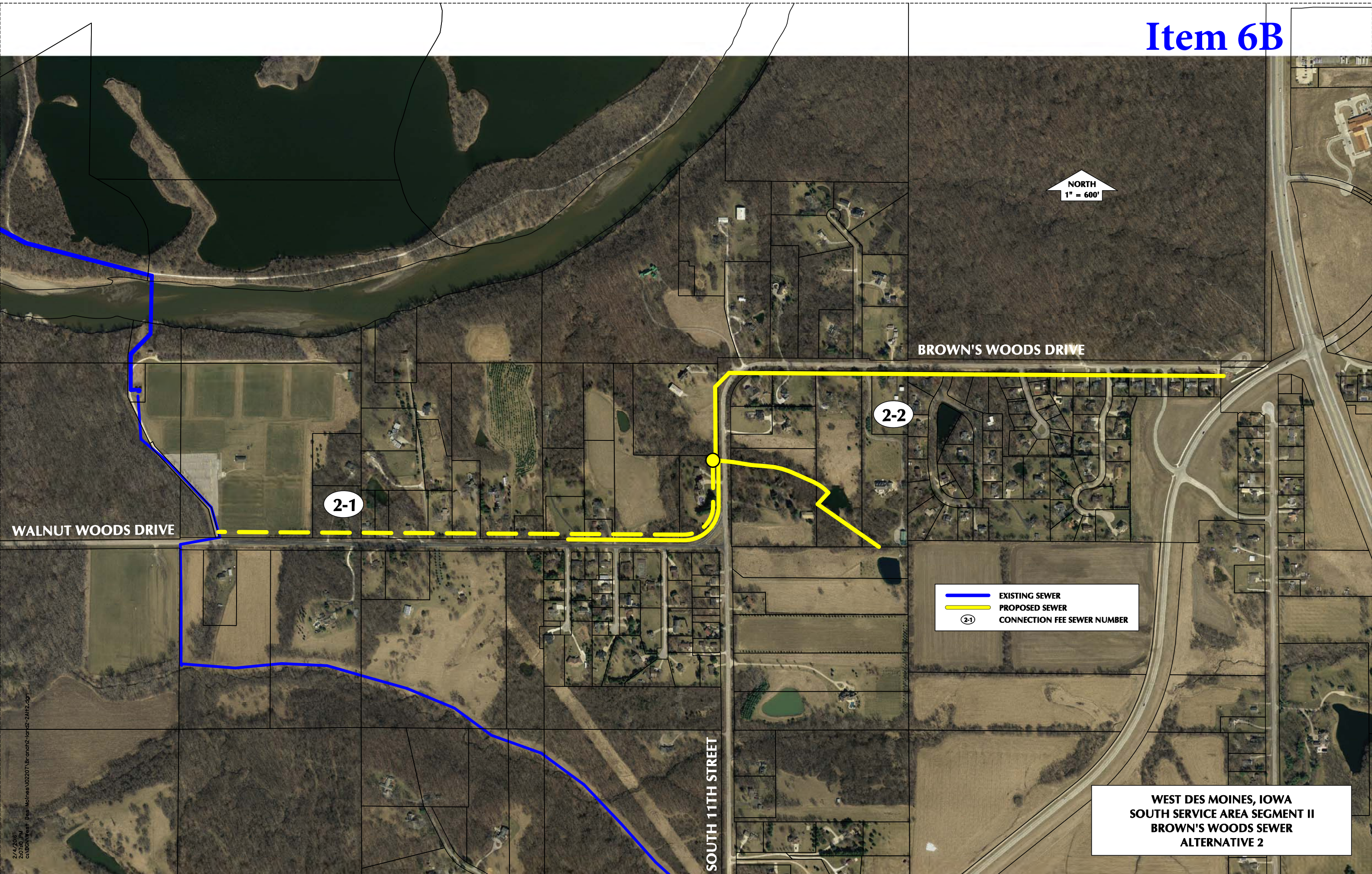
Respectfully,



Zach Young
Principal Planner

cc: Gregg Durbin, Iowa Department of Transportation
Shawn Majors, Iowa Department of Transportation
Mike Clayton, Iowa Department of Transportation
The Honorable Steve Gaer, City of West Des Moines
Russ Trimble, City of West Des Moines
Tom Hadden, City of West Des Moines
John Mickelson, City of West Des Moines
Rick Messerschmidt, City of West Des Moines
Kevin Trevillyan, City of West Des Moines
Kara Tragesser, City of West Des Moines
Duane Wittstock, City of West Des Moines
Clyde Evans, City of West Des Moines
Jim Dickenson, City of West Des Moines
Eric Peterson, City of West Des Moines
Tom Hockensmith, MPO Chair
Todd Ashby, MPO Executive Director

Item 6B



BROWN'S WOODS DRIVE

WALNUT WOODS DRIVE

SOUTH 11TH STREET

2-1

2-2

— EXISTING SEWER
— PROPOSED SEWER
② CONNECTION FEE SEWER NUMBER

WEST DES MOINES, IOWA
SOUTH SERVICE AREA SEGMENT II
BROWN'S WOODS SEWER
ALTERNATIVE 2

Pinegar, Kimberly

From: West Des Moines, IA <webmaster@wdm.iowa.gov>
Sent: Thursday, May 19, 2016 1:43 PM
To: Pinegar, Kimberly
Subject: West Des Moines, IA: Public Works Council Committee Meeting

Public Works Council Committee Meeting

- **Date:** 05/23/2016 11:30 AM - 1:30 PM
- **Location:** West Des Moines City Hall - Training Room
[4200 Mills Civic Parkway](#)
[West Des Moines, Iowa 50265](#)
- **Agenda:** [5.23.16 PWCC Agenda](#)

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