

**MEETING MINUTES**  
**PUBLIC SERVICES COUNCIL COMMITTEE**  
**Monday, October 24, 2016**  
**City Hall Training Room – West Des Moines**

**In Attendance:**

City Manager – Tom Hadden	Director, Comm. & Econ. Dev.- Clyde Evans
Deputy City Manager – Jamie Letzring	Deputy Public Service Director – Joe Cory
Council Member – Rick Messerschmidt	Interim Parks & Rec Director – Sally Ortgies
Council Member – Kevin Trevillyan	Traffic Engineer – Jim Dickinson
Finance Director – Tim Stiles	Communication Specialist – Lucinda Stephenson
Assistant City Attorney – Greta Truman	City Planner – Kara Tragesser
City Engineer – Duane Wittstock	

Meeting called to order at 11:33 am.

**1. Bridgewood Boulevard Median Maintenance**

**Issue Summary:**

Council Member, Rick Messerschmidt, called the meeting to order and asked those present from the Bridgewood Association to give their names and addresses and a brief summary of their application. The following residents were in attendance:

- Jane & Mike Carlstrom, 7848 Wistful Vista
- Paul Foreman, 7904 Cottonwood Lane
- James Bakkie, 222 Bridgewood Dr.
- Jay Patterson, 7854 Wistful Vista
- Alecia Vander Plaas, 7883 Cottonwood Lane

Jane Carlstrom gave a brief summary of the area and the Association's request that the City take over the maintenance of the medians along Bridgewood Boulevard between Jordan Creek Parkway and 81<sup>st</sup> Street. When the development was started in 1997 by Rottland Homes the developer wanted the medians and stated they would put them in at their cost and maintain them. The City at that time was against installing medians. Mrs. Carlstrom said the Association just recently found out that they are now responsible for median maintenance and upkeep is costly. Bridgewood Boulevard is now used by the public more and more and their Association thinks the City should maintain the medians along Bridgewood Blvd. The Association still plans on maintaining the medians and round-about on public streets within the development because these streets are mainly used by the neighborhood. She also showed the trails in the development and said the Association would continue to do the maintenance on them.

Paul Forman said that when the development started in 1997, Bridgewood was set up as a PUD for 500 houses. At that time, the developer thought the medians would make a beautiful entrance to their development. Today, there is a large amount of traffic along Bridgewood Boulevard due to the homes, apartments and multi occupancy buildings to the west as well as the aquatic center and Jordan Creel Town Center.

Council Member Kevin Trevillyan asked if the medians had water to them and was told they did have irrigation. Discussion followed as to what would be done with the water and electric to the medians if the City did take them over. Council Member Trevillyan said if the City would vote to take over the maintenance, it might open up a lot of problems with others wanting the City to take on additional responsibilities in their developments.

Interim Parks & Recreation Director Sally Ortgies commented that this issue has come up before, and she and Parks Director Gary Scott told the Association that the City would not take over maintenance.

Council Member Rick Messerschmidt commented about the cost to the City which would be more than the \$4,000 to \$5,000 annual cost to the Association. He said he thinks staff needs more information on the issue and recommends we do not make any decision yet.

City Manager Tom Hadden responded that we should coordinate a response and get back to the Association.

**Direction:** The PSCC should get more information and review this item at a later date.

## **2. Review of Public Services Items for Council Meeting (October 31, 2016)**

### **Issue Summary:**

#### **4. Consent Agenda**

d. Motion – Approval to sell Surplus City Equipment

g. Resolution- Order Construction – 2016 Sewer Cleaning and Televising Program

h. Resolution – Accept Work

1. 2015 Channel Repair

2. 2015 PCC Patching Program

3. 2015 Sewer Lining Program

5. Frink Creek Sanitary Sewer

6. Public Services Facility Grading

8. White Crane Road/SE Soteria east

j. Resolution – Accept Public Improvements – Galleria Plat 8, Lot 3

k. Resolution – Approval and Acceptance of Easement – Grand Avenue Siphon Replacement

Project

m. Resolution – Approval to acquire agricultural properties, Osmium (Item may not be ready)

#### **5. Old Business**

d. Amendment to city Code – Title 6 (Motor Vehicles and Traffic), Chapter 9 Traffic Schedules – Section 1 – (Official Traffic Controls) – South 50<sup>th</sup> Street and Wistful Vista Drive – City Initiated.

e. Amendment to City Code – Title 6 (Motor Vehicles and Traffic), Chapter 9 (Traffic Schedules), Section 2 (Through Streets Stop Required) – 60<sup>th</sup> Street, North Corporate Limits to Grand Avenue – City Initiated.

1. Ordinance – Approval of Second, Third Readings and final Adoption.

**Direction: Staff Updates** –The PSCC concurs with staff recommendations on the Council Agenda items.

**3. Other Matters:**

Comm. & Econ. Dev. Director Clyde Evans stated there would be a 3 month delay on the Osmium Project.

City Engineer Duane Wittstock stated he had four updates.

- 1) The Trial for the Sugar Creek Fee District with Interstate Partners was held last week.
- 2) Valley Junction Alleys Improvements Phase Four: Staff contacted Janna Lutter who had addressed the Council regarding the Phase 1 alley project and she indicated she understood the process and that two of her neighbors were still not in favor of the project. There are public meetings scheduled for Thursday evening.
- 3) A Dixie Acres property owner privately retained the contractors that were working on the City Project to extend their sewer service to a location closer to their home so they could hook on but the elevations aren't working out. The City along with Veenstra & Kimm, the homeowner and contractor are meeting today to attempt to resolve the issue.
- 4) The Walnut Creek Storm Sewer Improvements Project. We are currently working with the City of Des Moines for approval. We have appeared before the Urban Architectural Review Board a week ago and got a unanimous vote of approval and have to go back to the final presentation with the changes they recommended. We go to Board of Adjustment on Wednesday of this week to approve construction in a flood zone. Apparently when the levy was constructed Des Moines never modified their zoning to change the flood zone designation down by 63<sup>rd</sup> Street so this project actually shows up as construction in the flood way. Staff has issued a positive endorsement of the project to the Board of Adjustment. When we get through with Des Moines reviews there is a series of agreements with the City of Des Moines that need to be created and/or modified lease or purchase agreement of the property and maintenance and operational responsibilities of the pump station. Staff will resolve the details of the agreements once all the other approvals have been received.

Traffic Engineer Jim Dickinson said we are submitting our 8<sup>th</sup> Iowa Clean Air Attainment Application to the DOT this week for adaptive equipment.

The meeting was adjourned at 12:40 p.m. The next Public Services Council Committee meeting is scheduled for November 7, 2016.

Copies of handouts are available at Public Services upon request. A recording was made. Respectfully submitted by Jane Osmanson, Secretary.



**PUBLIC SERVICES COUNCIL COMMITTEE MEETING  
AGENDA**

**Monday, October 24, 2016 – 11:30 AM**

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

1. Bridgewood Boulevard Median Maintenance (KT)
2. Review of Public Services Items for Council Meeting (October 31, 2016)
3. Staff Updates
4. Other Matters

***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: 10-24-16

Printed Name & Organization	Address / E-mail	Day time phone #	Topic
Paul Foreman	7904 Cottonwood Ln WDM 50266	515-468-3111	Bridgewood Blvd.
James Baker	222 Bridgewood Dr W. DM. TX 50660	515-785-6670	" "
Alicia VanderPlaw	7803 Cottonwood Lane		" "
Bridgewood HOA	10200 DA 50816	515-801-0789	" "
MICHAEL CARLSTON	7848 WISTFUL VISTA	515-587-8800	" "
JAMES CARLSTON	" "	" "	" "
JAMES CARLSTON	7854 WISTFUL VISTA	515-533-3977	" "

PRESENTATION TO CITY OF WEST DES MOINES  
PUBLIC WORKS SUBCOMMITTEE  
OCTOBER 24, 2016

The Bridgewood PUD ordinance was first approved by the city council in 1997. Development of the area began with the approval of the first 2 plats in September, 1998. Bridgewood began as a joint venture of Iowa Realty and Rottlund Homes, known as the 74th Street Venture. At its inception, the boundaries of the PUD were current EP True on the north with some additional land up to the Jordan Creek (Parcel A and Parcel A-1); 81st Street on the west; current Mills Civic Parkway on the south (minus the western half of the land between 81st and Jordan Creek Pkwy) and 74th Street, now known as Jordan Creek Parkway on the east. There was nothing but agricultural land out here at that time; no commercial property, no mall, and just a few houses.

When Rottlund began building townhomes and single family homes, they started with the Villas and the Commons, both of which were attached condominium type housing. Soon after, the first single family homes were built, an area now known as the Traditions, to the north of Bridgewood Boulevard. At that time, Bridgewood Boulevard was to be an extension of EP True from the east continuing to 81st Street on the west. But when General Growth presented their plans for Jordan Creek Mall, EP True was relocated to the northern edge of the mall and continued west to the northern edge of the Bridgewood PUD. With that relocation, Bridgewood Boulevard was born.

The Bridgewood PUD language states that "medians and cul-de-sacs within the PUD are optional" and if installed, are to be maintained by the developer and subsequent Bridgewood Master Association. When the president of Rottlund Homes determined that he wanted to install a median in Bridgewood Boulevard, he apparently also committed the association to maintain it forever, unbeknownst to those of us who purchased property here. However, since that time, there have been many changes in not only the Bridgewood area and the PUD itself but also in much of the western half of West Des Moines.

As we discuss responsibility for the maintenance of the medians on Bridgewood Boulevard, it is important to note some of the differences in the situation today vs. what it was 18 years ago. Several changes and amendments have been made to the PUD during that time, properties have been re-zoned and plat plans have been changed within the PUD. As Councilpersons Loretta Sieman, Bob Parks and Steve Gaer said during one of the early discussions about Bridgewood, the comp plan and the PUD, these plans are intended to serve as a guide and can be changed as situations change. And indeed many things have been changed since the original Bridgewood PUD was adopted in 1997.

THEN	NOW
In 1997 the Bridgewood PUD was primarily farm land with a few houses located within it.	Today the Bridgewood PUD contains housing for over 500 households, commercial property and is adjacent to major retail areas generating a significant amount of traffic in the area.
In 1998, the 74th Street Venture was formed and construction began on several different parcels.	Today, 17 years later, development of the Bridgewood PUD is almost complete with just one commercial parcel remaining. Control of the Master Association was given to the 9 sub-associations in February, 2016. Prior to that the developer had sole control.
When Steve Theis, president of Rottlund Homes in 1998, presented plans to construct medians in Bridgewood Blvd, landscaped medians were not the norm and were relatively uncommon elsewhere in the city,	Today, there are medians on several major streets in the western part of the city, including Jordan Creek Pkwy, Mills Civic Pkwy and EP True. Medians are more common now and most in this area have some degree of landscaping.
The Bridgewood PUD required that developers, and subsequently the Master Association, commit to maintaining any medians or cul-de-sacs created within the area in perpetuity.	Today, in most cases, the city does not require developers or owners of adjacent property to maintain the medians near their businesses or homes.
In 1998/1999, Bridgewood Boulevard served primarily the residents of the Bridgewood area. There was no development west of 81st Street and very little traffic other than residents. Jordan Creek mall had not yet been proposed. So at that time, perhaps it made sense for the residents who benefited from the use of Bridgewood Boulevard, to pay for the maintenance of the medians. It is doubtful that either Mr. Theis or Rottlund or perhaps even the City could have anticipated then what exists today.	Today Bridgewood Boulevard is a major east/west thoroughfare that serves as one of the entrance points to the south central part of the city. Not only is there significant commercial development at Jordan Creek Pkwy and Bridgewood Boulevard, but that street also serves as the entrance to one of the city's aquatic parks and hundreds of homes and apartments west of both Jordan Creek Parkway and 81st Street.
Jordan Creek Parkway was a 2 lane paved road known as 74th Street	Today Jordan Creek Pkwy is a 6 lane divided road that contains medians from Ashworth Road south to Grand Avenue, many of them landscaped with grass or plantings.
81st Street did not exist as a road but was part of some agricultural land.	81st Street is a 4 lane paved road that serves many residents as well as the city's emergency services facility.
EP True Parkway was supposed to be where Bridgewood Boulevard is now located.	EP True is located on the north side of the mall and is a divided 6 lane road with a partially landscaped median north of the mall.
Maintenance of the medians on Bridgewood Blvd between Jordan Creek and 81st Street was/is the responsibility of the developer and subsequent owners association. In 1999, there were no medians on Jordan Creek Pkwy, Mills Civic or EP True.	Maintenance of the medians on Jordan Creek Parkway, Mills Civic Parkway, EP True Parkway and also the median on Bridgewood Blvd west of 81st Street is currently the responsibility of the City.

<b>THEN</b>	<b>NOW</b>
<p>Cost of maintaining the medians on Bridgewood Blvd between Jordan Creek and 81st Street was born by either the developer in early phases or by dues paid through the Bridgewood Master Association in later years.</p>	<p>Cost of maintaining the Bridgewood median is paid today solely through dues paid to the Master Association by individual sub-associations and homeowners. Costs of maintaining medians on other streets nearby is paid by the City of West Des Moines.</p>
<p>The Bridgewood PUD originally included a much larger geographic area than it does today which would have provided a much larger base from which dues could come.</p>	<p>In 2007, sale of some land ( specifically parcel L) on the southern edge of the property that was part of the original PUD led to lost Master Association dues income in the range of \$68,000 per year, based on the current dues formula. It was originally zoned as residential property and would have provided significant additional income to the Master Association to maintain other common areas including the medians. This property, which now belongs to Wellmark, was removed from the Bridgewood Master Association by the developer at the time of the sale.</p>



All of these changes in the area combined with an extraordinary need within Bridgewood for capital replacement and maintenance of multiple items leads us to request that the city of West Des Moines take over responsibility for the maintenance of the 3 median areas on Bridgewood Boulevard located between Jordan Creek Parkway and 81st Street. Doing so would seem to provide continuity and consistency with other parts of the city where medians are located on major thoroughfares. At the same time, it would free up some funds in our budget to do some things that really need to be done that were not addressed by the developer in the past 18 years and for which we just don't have the money right now. Among others, these include such things as the treatment of 150 ash trees for ash borer disease within our community and the repair and replacement of an aging trail system that has become a hazard due to cracks and gaps in the asphalt. That trail system is used by people both within and outside the Bridgewood community but is in a sad state of repair right now. Treating the trees and repairing/replacing the trail system would both be a benefit to the entire West Des Moines community, but the funds just aren't available right now.

Finally, we have also been asked to provide information as to the projected cost of maintaining those medians based on what we currently spend and also to indicate what the expectation of residents is as to how we would like the area to look. It is somewhat difficult to determine exactly how much we spend since these areas are part of a much larger total Master area. Costs to maintain are not broken out by smaller parcels but just one overall cost is available to us. Based on the information we have, we believe that we are currently spending between \$4,000 and \$5,000 per year to maintain those areas. That includes mowing, lawn treatments, tree trimming, water and garden areas. Trees are trimmed about every 3-4 years with everything else being done each year as needed. The cost of tree trimming was averaged and included in the annual total.

As far as the appearance, it would be our hope that these medians would contain some amount of green area within each one and would not be completely filled in with concrete. However, we understand that the cost to maintain trees and garden areas could make it necessary to remove some of them. The electrical service currently located on the middle median can be removed.


This concludes our presentation and we thank you for your time and consideration. We will be happy to answer any questions.

On behalf of the Bridgewood Master Association Board of Directors,


Jane and Mike Carlstrom, 7848 Wistful Vista  
Paul Foreman, 7904 Cottonwood Lane  
James Bakkie, 222 Bridgewood Drive  
Jay Patterson, 7854 Wistful Vista  
Alecia VanderPlaas, 7883 Cottonwood Lane




**MASTER RESPONSIBILITY**



1" = 367.7'



Plot Date:  
5/17/2016

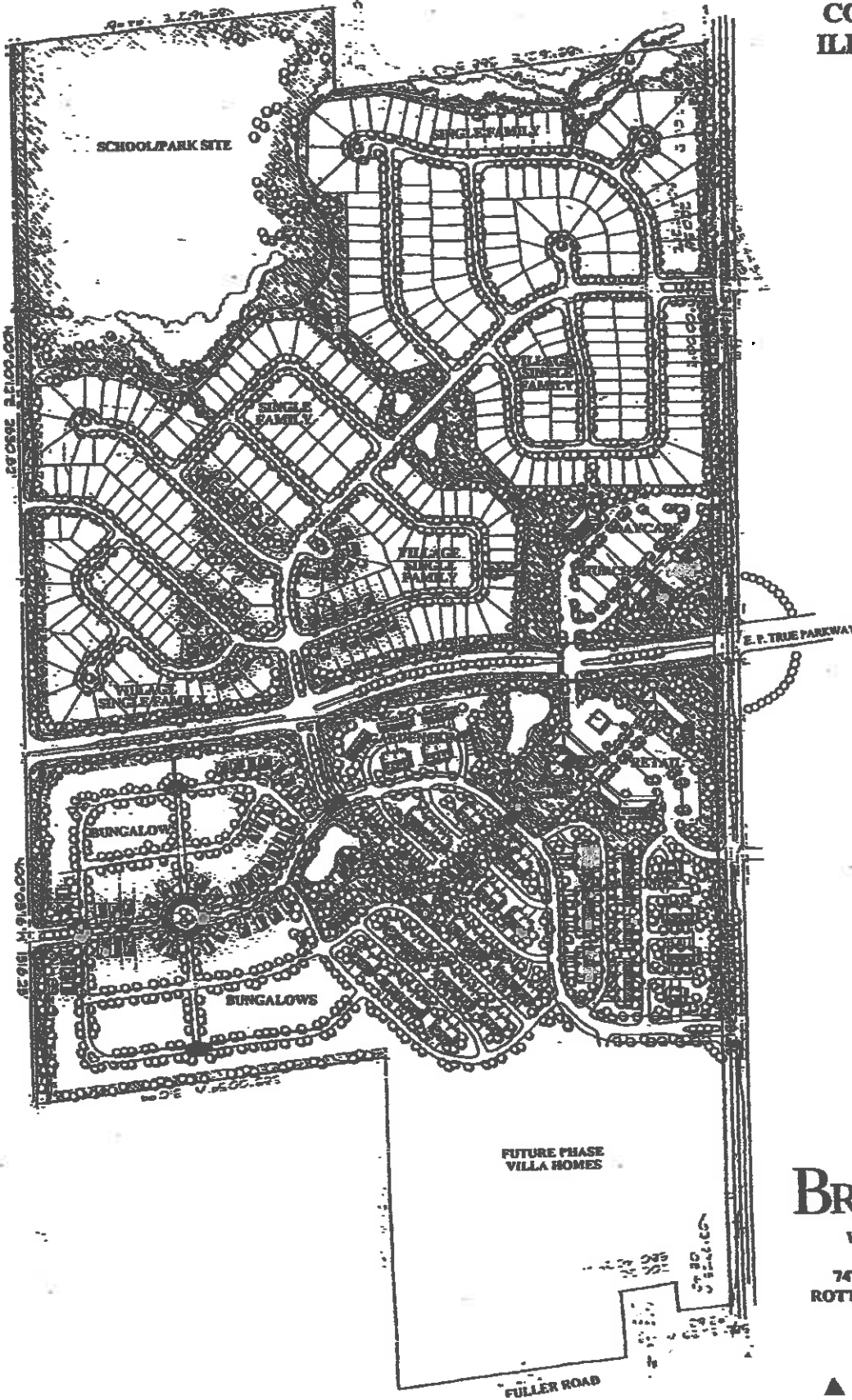


In the best of our knowledge, the information shown on this map was correct at time of verification. However, the County makes no warranty to the accuracy of the information.

EXHIBIT B



CONCEPTUAL  
ILLUSTRATIVE  
PLAN



BRIDGEWOOD

WEST DES MOINES, IOWA

74TH STREET PARTNERSHIP  
ROTTLUND HOMES OF IOWA, INC.



## Osmanson, Jane

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**From:** Pinegar, Kimberly  
**Sent:** Wednesday, October 26, 2016 1:35 PM  
**To:** Osmanson, Jane  
**Subject:** FW: West Des Moines, IA: Public Works Council Committee Meeting

### Public Works Council Committee Meeting

- **Date:** 10/24/2016 11:30 AM - 1:30 PM
- **Location:** West Des Moines City Hall - Training Room  
4200 Mills Civic Parkway  
West Des Moines, Iowa 50265
- **Agenda:** 10.24.16 PSCC Agenda

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