

**CITY OF WEST DES MOINES
BICYCLE ADVISORY COMMISSION**

AGENDA

5:30 p.m.

**Thursday, October 5, 2017
City Hall – City Council Chambers
4200 Mills Civic Parkway**

- 1. Call to Order / Approval of Agenda**
- 2. Citizen Forum**
- 3. Approval of Minutes of September 7, 2017 Meeting**
- 4. Old Business**
- 5. New Business**
 - A. Motion – Approval of Recommendation to City Council – FY 17-18 Budget Request**
- 6. Staff Reports**
 - A. Engineering**
 - B. Public Services**
 - C. Police**
 - D. Parks and Recreation**

- 7. Other Matters**
- 8. Receive, File and/or Refer**
 - A. Des Moines Area MPO, Central Iowa Bicycle – Pedestrian Roundtable Packets**

The City of West Des Moines is pleased to provide accommodations to disabled individuals or groups and encourages their participation in city government. Should special accommodations be required please contact the Parks & Recreation office at least 48 hours in advance, at 222-3444 to have accommodations provided.

WEST DES MOINES BICYCLE ADVISORY COMMISSION
Thursday, September 7, 2017

The regular meeting of the West Des Moines Bicycle Advisory Commission was called to order on Thursday, September 7, 2017, at 5:31 p.m. by Chair Eddy.

Commission	Tom Suckow	Joel Wolcott <i>Secretary</i>	Brittany Freund	Kip Albertson	Helen Eddy <i>Chair</i>
Present	X	X	X		X
Commission	Greg France <i>Vice Chair</i>	Margaret Christiansen	Spencer Cox	Mindy Moore	
Present	X	X	X	X	
Staff	Sally Ortgies <i>Director of Parks & Recreation</i>	Greg Hansen <i>Superintendent of Recreation</i>	Miranda Kurtt <i>Parks & Recreation Secretary</i>	David Sadler <i>Superintendent of Parks</i>	
Present		X	X	X	
Staff	Joe Cory <i>Deputy Director of Public Services</i>	Marco Alvarez <i>Park Planner</i>	Eric Petersen <i>Traffic Engineer</i>		
Present	X	X	X		

On Item 1. Approval of Agenda

Christiansen moved to approve the agenda as presented. Freund seconded. Motion carried, 7 yes.

On Item 2. Welcome of New Commission Member- Cole Prevost

Prevost moved here from North Dakota year and half ago. His wife went to Valley High School. He works for Des Moines Water Works.

On Item 3. Citizen Forum

Lincoln Claussen, an 8th grader from Des Moines Public Schools, was in attendance for his Government, Politics, and Current Issues class.

On Item 4. Approval of Minutes from June 1, 2017 Meeting

France moved to approve the minutes as presented. Prevost seconded. Motion carried, 7 yes.

Old Business:

On Item 5A. Update – Raccoon River Park Trail Entrance

Sadler shared that Public Services will be completing the installation on the railroad crossing this fall and all staff assigned to the project will be trained in adherence with the Iowa Interstate Railroad safety requirements. Crossing arms will not be a requirement at this crossing. Petersen shared that a traffic signal light at Grand Avenue and the entrance of Raccoon River Park is being considered for the future.

New Business:

Sadler shared that staff was notified the bridge crossing over the Jordan Creek will need to be replaced. Suckow questioned whether or not an underpass will be an option. Sadler stated that it would not be an option. Eddy inquired if the railroad is working to ADA requirements. Sadler shared that staff has brought this to the railroad's attention and is working with an engineer to prepare an ADA plan. Moore asked if there will be a detour during construction and Sadler stated that he will ask, but it may be difficult to achieve.

On Item 6B Education and Encouragement Committee Report

Christiansen shared that many of the Committees' goals overlapped with the Enforcement Committee so these goals were consolidated. Christiansen stated that offering bicycle safety classes for adults is a priority. Christiansen shared that France is currently working on updating the current bicycle brochure. The Trail Day Event, held on Saturday, June 3, ran out of helmets. Christiansen shared that the Committee is brainstorming ways to improve the Mayor's Bike Ride by possibly moving the ride from May to June. The Committee is also considering having the ride route solely be on West Des Moines Bike Trails. Christiansen shared that installing more bike racks around the city is included in the budget for the next two years. Christiansen stated that the Valley Junction Bike Expo will be in May in 2018. The Committee is requesting crash data on specific intersections to determine if they are any consistent problem intersections.

Staff Reports:

On Item 7A. Engineering

Petersen shared that a portion of Ashworth Road, east of Jordan Creek Parkway to 86th Street will be closed this fall for street widening. Peterson also shared that South 50th Street has a few punch list items to finish but is mostly completed. Peterson reported that the design for the 1st and Railroad intersection improvement project for cyclist has started.

On Item 7B. Public Services

Cory provided a draft of the new proposed bike sign enhancements which includes directional arrows, start and end verbiage along with the locations for the proposed signage enhancements. The second draft that Cory shared illustrates where the existing sharrows are located and the recommended placement of sharrows as part of the 2-year plan. Cory mentioned that if there are locations anyone would like to see added this fall to please contact the subcommittee. Cory shared that a study was done on the 50th Street culvert which was always wet because of partially blocked drains. Cory stated that the drains were flushed and this improved the wetness. Moore questioned if there could be sign or sharrows added on Prairie View Drive because cyclists have to slow down to pedal up that hill. France questioned if a bike trail sign under the stop sign on Dakota Drive east of 60th could be added because motorists pull into the bike lane to look for oncoming traffic. Eddy mentioned that South 35th and Grand Avenue intersection has the same issue. Petersen reminded everyone that the crossings are normally not painted, except at school crossings, because of the large number intersections and the cost.

On Item 7C. Police

No Report

On Item 7D. Parks and Recreation

Alvarez reported that the trail renovation around the Wells Fargo Campus is almost complete. The asphalt renovation from Knolls Park to Ashworth Road is currently out for bids. Alvarez also shared that Raccoon River Park Trail maintenance will consist of trail patching, crack repairs and surface sealant repairs. Sadler mentioned consultants for the 5 Waters Project have been selected. Sadler shared that staff have a meeting with consultants on the Sugar Creek Trail and that a REAP grant was submitted to be used on the Sugar Creek project. Sadler stated that Engineering Services is doing a drainage study on three underpasses, the 35th Street/Valley West Drive, 50th Street and 60th Street, to see if improvements can be done.

Alvarez reported that a trail connection from the Levy Trail to Valley Junction is being considered. A consultant is determining the feasibility of the designated route. Windsor Heights contacted Parks and Recreation regarding a potential trail and on street route, to connect Valley Junction to Windsor Heights.

On Item 8. Other Matters:

No Items

Receive, File and/or Refer:

9A. Des Moines Area MPO, Central Iowa Bicycle-Pedestrian Roundtable Packet – August

It was moved by Suckow to adjourn at 6:25p.m. Moore seconded. Meeting adjourned.

Respectfully submitted,

Miranda Kurtt
Secretary

ATTEST:

Joel Wolcott
Commission Secretary

**WEST DES MOINES BICYCLE ADVISORY COMMISSION
MEETING COMMUNICATION**

DATE: October 5, 2017

ITEM: Motion – Approval of Recommendation to City Council – FY 18-19 Budget Request

FINANCIAL IMPACT: Initial expense of \$128,827. There would then be an additional annual expense of \$43,354 for painting of the shared lane markings funded in FY 18-19.


SYNOPSIS: The Commission is asked to consider the draft budget request for FY 18-19. Three of items are being spread over from two fiscal years, with FY 18-19 being the second year. This includes the bike racks, shared lane markings, and the construction of the 1st and Railroad Avenue intersection improvements.

BACKGROUND: A map showing the proposed shared lane markings is attached. The Engineering Committee met on September 7, 2017 to review staff's recommendations.

RECOMMENDATION: The Engineering Committee recommends that the Bicycle Advisory Commission recommend that the City Council approve the FY 18-19 budget request.

Prepared by: David Sadler, Superintendent of Parks 

Approved for Content by: Sally Ortgies, Director of Parks and Recreation 

Accepted for Commission Agenda: Sally Ortgies, Director of Parks and Recreation 

BIKE ADVISORY COMMISSION
 FY 18/19 BUDGET REQUEST
 10/29/2017

DRAFT

Existing Sharrow - Signage Enhancements

Public Services

Item	Quantity	Unit Price	Total	FY 17/18	FY 18/19
Signage	62	\$ 5	\$ 310		
Installation*	-	-	\$ -		
			SUM \$ 310	\$ 310	\$ -

*Installation by city staff

Greenway Trails - Wayfinding Signage

Parks & Rec

Item	Quantity	Unit Price	Total	FY 17/18	FY 18/19
Sign Markers	37	\$ 180	\$ 6,660		
Installation	37	\$ 165	\$ 6,105		
			SUM \$ 12,765	\$ 15,000	\$ -

New Bike Racks - Parks and City Facilities

Parks & Rec

Item	Quantity	Unit Price	Total	FY 17/18	FY 18/19
Bike Racks - Loop Style by Dumor	72	\$ 275	\$ 19,800		
Installation*	-	-	\$ -		
			SUM \$ 19,800	\$ 10,000	\$ 10,000

*Installation by city staff

New Sharrow Facilities (2-yr Plan) - 15 miles

Public Services

Item	Quantity	Unit Price	Total	FY 17/18	FY 18/19
Initial installation (sharrows + signs)	7.5 miles	\$ 54,359	\$ 54,359	\$ 27,180	\$ 25,155.00
Repaint in Fall	7.5 miles	\$ 40,349	\$ 40,349	\$ 20,175	\$ 18,672.00
			SUM \$ 94,708	\$ 47,354	\$ 43,827

1st & Railroad Ave Intersection Improvements

Engineering

Item	Quantity	Unit Price	Total	FY 17/18	FY 18/19
Design	1	\$ 25,000	\$ 25,000	\$ 25,000	
Construction & Inspection	1	\$ 75,000	\$ 75,000		\$ 75,000.00
			SUM \$ 100,000	\$ 25,000	\$ 75,000

SUPPLEMENTAL BUDGET REQUEST	FY 17/18	FY 18/19
	\$ 97,664	\$ 128,827

Annual Sharrow Maintenance

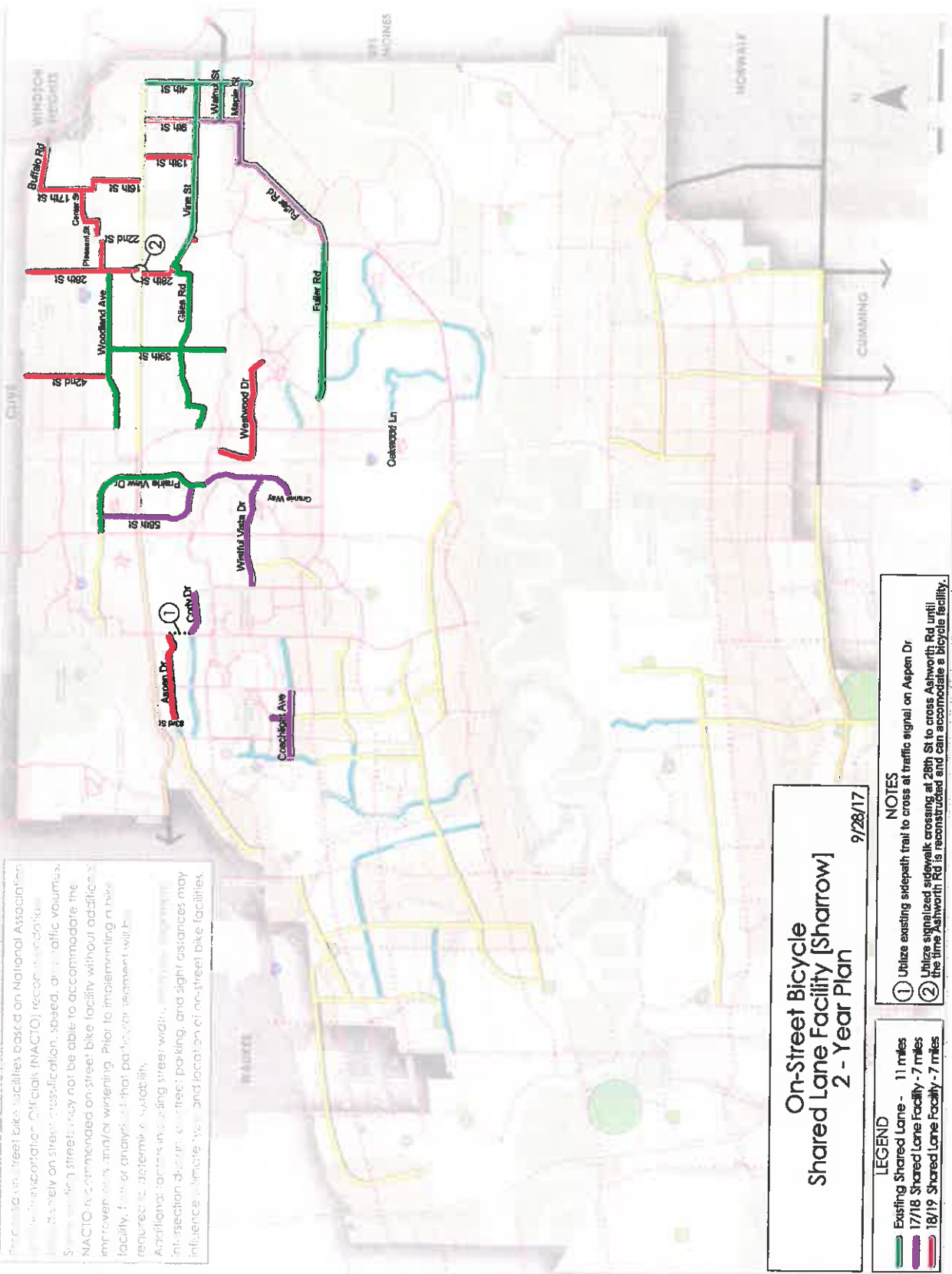
Public Services

Item	Quantity	Unit Price	Total	FY 17/18	FY 18/19	FY 19/20
Existing Sharrows - 10 miles				\$ 56,483	\$ 56,483	\$ 56,483
FY 17/18 Sharrows - 7.5 miles					\$ 43,354	\$ 43,354
FY 18/19 Sharrows - 7.5 miles						\$ 37,344
				\$ 56,483	\$ 99,837	\$ 137,181

2015
**ON-STREET BICYCLE
 FACILITY PLAN**

West Des Moines, Iowa

On-street bicycle facilities based on National Association of Transportation Officials (NACTO) recommendations are primarily on street classification, speed, and traffic volume. Some on-street facilities may not be able to accommodate the NACTO recommended on-street bicycle facility without additional improvements and/or widening. Prior to implementing a bicycle facility, a cost analysis of that particular segment will be required to determine feasibility. Additional factors in evaluating street width, intersection design, street parking, and sight distances may influence ultimate type and location of on-street bicycle facilities.



**On-Street Bicycle
 Shared Lane Facility [Sharrow]
 2 - Year Plan**

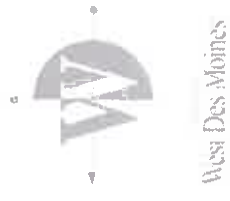
9/28/17

- LEGEND**
- Existing Shared Lane - 11 miles
 - 17/18 Shared Lane Facility - 7 miles
 - 18/19 Shared Lane Facility - 7 miles
- NOTES**
- ① Utilize existing sidewalk trail to cross at traffic signal on Aspen Dr
 - ② Utilize signalized sidewalk crossing at 28th St to cross Ashworth Rd until the time Ashworth Rd is reconstructed and can accommodate a bicycle facility.

Map Legend

BIKE NACTO LEGEND

- 11 Miles Existing Shared Lane
- 7 Miles 17/18 Shared Lane Facility
- 7 Miles 18/19 Shared Lane Facility





NOTICE OF MEETING

Central Iowa Bicycle-Pedestrian Roundtable

12:00 p.m., Tuesday, September 19, 2017
Burnham Room, MPO Office
420 Watson Powell, Suite 200, Des Moines, IA

TENTATIVE AGENDA

1. **Call To Order**
2. **Introductions**
3. **VOTE: Approval of Agenda**
4. **VOTE: Approval of the Roundtable's August 15, 2017 Meeting Minutes**
5. **REPORT: BCycle Update**
6. **DISCUSSION: Bike Counting Practices**
7. **REPORT: RDG Water Trails Update**
8. **INFORMATION: Bike and Ride Data**
9. **Other Non-Action Items of Interest to the Committee**
10. **Project Updates**
11. **Future Agenda Items**
12. **Next Roundtable Meeting Date: 12:00 p.m. on Tuesday, October 17, 2017**
13. **Adjournment**

Agenda Report

Central Iowa Bicycle-Pedestrian Roundtable

INFORMATION: Bike and Ride Data

INFORMATION: Report concerning the bike and ride data for central Iowa.

BACKGROUND:

Below are the most recent Bike & Ride Counts for the Des Moines Area Regional Transit Authority (DART):

Table 1: DART Bike & Ride User Counts per Month by Year

	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
JANUARY	718	521	341	636	1,772	1,705	1,565	2,275	1,599	2,118
FEBRUARY	623	973	356	868	1,799	1,738	1,031	1,287	1,917	3,148
MARCH	1,183	1,935	N/A	2,252	3,160	2,106	2,026	3,366	3,488	3,739
APRIL	1,904	2,792	2,902	3,075	3,901	3,549	3,179	4,359	4,300	3,690
MAY	2,739	3,454	3,333	3,884	4,574	5,095	4,370	4,873	8,214	9,238
JUNE	3,297	4,228	3,828	4,646	4,781	5,370	5,238	5,591	6,480	
JULY	3,968	4,446	4,174	5,046	5,156	6,470	5,636	6,162	5,686	
AUGUST	6,636	4,385	4,425	5,692	5,952	6,996	5,440	6,421	6,529	
SEPTEMBER	3,844	4,156	3,945	4,898	4,168	6,707	5,874	6,163	6,237	
OCTOBER	3,797	N/A	3,862	4,777	4,628	6,618	6,337	5,670	6,064	
NOVEMBER	2,248	2,367	2,623	2,858	3,295	3,804	3,596	3,345	4,758	
DECEMBER	701	910	1,316	2,034	2,053	2,260	3,158	2,685	2,647	
TOTAL	31,658	30,167	31,105	40,666	45,239	52,418	47,450	52,197	53,203	21,933

Source: DART

INFORMATION: APBP 2017 Webinar Schedule

Sept 20	Green Design: Minimizing Environmental Impact in Public Rights of Way
Oct 18	Designing Transit to Support Active Transportation, and Vice Versa
Nov 15	Street Lighting - Best Practices and Innovations in Illumination Technology
Dec 13	The Modes They Are A-Changing - Changing Landscape of Transportation and Implications for Bicycling and Walking

MEETING NOTES

DES MOINES AREA METROPOLITAN PLANNING ORGANIZATION (MPO) CENTRAL IOWA BICYCLE-PEDESTRIAN ROUNDTABLE

August 15, 2017
12:00 PM.

MPO Office, Burnham Room
Des Moines, Iowa

Roundtable Attendees Present:

Scott Atzen, City of Altoona
Tony Filippini, Ames Area MPO
Nick Lenox, City of Ankeny
Ruth Randleman, City of Carlisle
Todd Seaman, City of Clive
Kevin James, City of Urbandale
Marco Alvarez, City of West Des Moines
Zac Bales-Henry, City of Windsor Heights
Adam Fendrick, Polk County Conservation
Loren Lown, Polk County Conservation

Carl Saxon, DART
Jeremy Lewis, Bike Collective
Carl Voss, Bike Collective
Jeff Cook, Friends of CVT
Lisa Hein, INHF
Parker Murphy, Catch Des Moines
Ethan Standard, Wellmark
Rob Haaland, Bolton&Menk
Ashley Lemke, American Heart Assoc.
Clifford Leonard, Citizen

Roundtable Staff Present:

Mike Armstrong, Senior Transportation Planner

1. Call to Order

The August 15, 2017 Roundtable meeting was called to order at 12:01 p.m.

2. Introduction

3. Approval of Agenda

4. Approval of the Roundtable's July 18, 2017 Meeting Notes

5. DISCUSSION: Legislative Priorities

Last year, the MPO prepared a legislative agenda at the state and federal levels in addition to the usual priority project list. Staff asked the Roundtable to begin identifying legislative priorities within their communities or organizations that may be relevant to the MPO. Some early issues identified:

- Complete Streets policies
- Local options sales tax
- State Recreational Trails, REAP, and IWILL funding
 - Keeping the formula in place for IWILL
- Change lanes to pass bicyclists
- Study for a regional trails authority?

6. DISCUSSION: Passenger Transportation Plan Update

Staff introduced the Roundtable to the Passenger Transportation Plan, which is updated for the Iowa DOT every five years. The next update will be completed this year and submitted early 2018. The PTP looks at how the transportation network serves health and human service needs and identifies challenges to be addressed.

7. DISCUSSION: Long Range Transportation Plan Wish List

Staff asked the Roundtable to begin discussing a wish list for the upcoming LRTP in terms of analysis, mapping, questions or other issues that may be addressed by the plan. This process will be ongoing as the MPO begins outreach programs and setting the scope of the 2019 plan. Some items identified include:

- Funding floors and percentages
- Population centers not served by trails
- School transportation networks and service analysis
- Health impact assessments
- Climate change and resiliency
- Transit funding for bike share
- TMA incentives
- Map/resource for who manages which sections of trail
- Communications and wayfinding on trails
- Scenario planning
- Autonomous vehicles
- Interstate redesignation
- Trail access management policies and crossings
- Future demand/capacity for SOV
- Maintenance, lifecycle cost analysis
- Congestion management
- Street utilization (are streets overbuilt/underbuilt)

8. INFORMATION: Bike and Ride Data

9. Other Non-Action Items of Interest to the Committee

10. Project Updates

- Polk County Conservation paving Ackelson Phase 3, only the bridge construction is left. Jester Park may get advisory bike lanes on park roads to connect trails.
- Carlisle is beginning work on a trail master plan.
- The Bike Collective reported on the E. Grand demonstration project for the upcoming protected bike lane.
- DART has installed four new shelters along with BCycle stations.
- Windsor Heights has begun studying University Ave.
- American Heart is starting a project using GoPro cameras to visualize current street experiences of people walking and biking.
- West Des Moines studying two trail connections from Valley Junction: one to Windsor Heights and one to the Levee Trail.
- Ames has contracted Toole Design to do a complete streets plan.
- Ankeny has approved construction of restrooms at the High Trestle Trail pavilion.

11. Future Agenda Items

12. Next Roundtable Meeting Date

The next meeting will 12:00 p.m. on Tuesday, September 18, 2017, at the MPO office.

13. Adjournment

The August 15, 2017 Roundtable meeting adjourned at 1:00 PM.