

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

AGENDA

5:30 p.m.

Thursday, June 7, 2018

**City Hall – City Council Chambers
4200 Mills Civic Parkway**

- 1. Call to Order / Approval of Agenda**
- 2. Citizen Forum**
- 3. Approval of Minutes of April 5, 2018 Meeting**
- 4. Old Business**
- 5. New Business**
 - A. Motion – Approval of Recommendation to City Council - Planned On-Street Bicycle Facility on South Prairie View Drive
 - B. Update – BCycle Bike Share – Raccoon River Park
 - C. Update – Veterans Parkway Construction
- 6. Committee Reports**
 - A. Education and Encouragement Committee
 - B. Enforcement and Evaluation Committee
 - C. Engineering Committee
- 7. Staff Reports**
 - A. Engineering
 - B. Public Services
 - C. Police
 - D. Parks and Recreation
- 8. Other Matters**
- 9. Receive, File and/or Refer**
 - A. Des Moines Area MPO, Central Iowa Bicycle – Pedestrian Roundtable Packet – May

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 MEETING MINUTES
Thursday, April 5, 2018

The regular meeting of the West Des Moines Bicycle Advisory Commission was called to order on Thursday, April 5, 2018, at 5:30 p.m. by Chair Eddy.

Commission	Tom Suckow <i>Secretary</i>	Nick Welter	Brittany Freund	Kip Albertson	Helen Eddy <i>Chair</i>
Present	X	X	X	X	X
Commission	Greg France <i>Vice Chair</i>	Margaret Christiansen	Cole Prevost	Mindy Moore	
Present		X	X	X	
Staff	Sally Ortgies <i>Director of Parks & Recreation</i>	David Sadler <i>Superintendent of Parks</i>	Miranda Kurtt <i>Parks & Recreation Secretary</i>		
Present		X	X		
Staff	Joe Cory <i>Deputy Director of Public Services</i>	Marco Alvarez <i>Park Planner</i>	Eric Petersen <i>Traffic Engineer</i>	Brian Hemesath <i>Principal Engineer</i>	
Present					
Council	John Mickelson <i>City Council Liaison</i>				
Present					

On Item 1. Approval of Agenda

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

On Item 2. Welcome of New Commission Member – Nick Welter

The commission introduced themselves to Welter and welcomed him to the commission.

On Item 3. Election of Commission Officers

Eddy stated she is willing to continue as the Chair and France is willing to continue as Vice Chair. Suckow stepped forward for the secretary position. Suckow questioned the advancement of position (will secretary automatically become chair in the future?). Eddy stated that it is an annual election and positions are not automatically advanced.

Albertson moved to approve the slate as presented. Christiansen seconded it. Motion carried, 7 yes.

- A. Chair – Helen Eddy
- B. Vice-Chair – Greg France
- C. Secretary – Tom Suckow

On Item 4. Citizen Forum

No Report

On Item 5. Approval of Minutes from March 1, 2018, Meeting

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

Old Business:

No Report

New Business

On Item Motion 7A – Motion-Committee Appointments

Eddy stated that with the Ride Right Program that the Iowa Bicycle Colligation eliminates the need for the Enforcement and Evaluation Committee. After discussion, Eddy suggested deferring the Committee Appointment to the May meeting to ensure that everyone has been contacted regarding the appointments.

On Item 8A. Report – Education and Encouragement Committee

Orgies requested Anna Poss, Parks and Recreation Administrative Secretary, and Jodie Weeks, Parks and Recreation Programs Supervisor, to plan the Mayor’s Bike Ride scheduled for Saturday, May 12. Poss provided the commission with promotional material and the bike routes. There are t-shirts from previous years and new shirts will be ordered to fill the sizing gaps. The event has been posted on the Bike Iowa website. A Facebook event has been posted on the Parks and Recreation’s page. Eddy has contacted Hy-Vee and they have committed to sponsoring the event however at the time of the meeting it was not determined if they will be providing the Healthy You Mobile or water and snacks. Fliers will be taken to like-minded businesses. Poss contacted France about bringing a bicycle into the Parks and Recreation Administrative office to promote the event. Weeks asked the Commission to provide support at the event. WDM EMS will be providing free bike helmets at the registration table and on the trail (in the parking lot near Bike World). Weeks stated directional sidewalk chalk signs will be done, and Prevost offered to assist with this part. Moore suggested a bike rodeo in the parking lot. Suckow questioned rain issues and if the trails and underpasses will be cleaned. Sadler stated that Public Services staff including Joe Cory will be around that day and will ensure that they are “clean” and ready to go. Welter questioned how many riders participated in 2017. Poss stated that it was approximately 50. Sadler stated that because of the low turnout last year, Orgies requested that Weeks and Poss work on increasing the promotion of the event. Suckow questioned if there were issues with last minute registrations. Christensen stated that there were not issues because Commission and Parks & Recreation staff were there to help. Christensen suggested including the bike helmets give-a-way and pre-registration on the website promotion. Eddy questioned if Valley Junction is have a bike themed event on the Thursday prior to the Mayor’s Bike Ride. This would be a good opportunity to provide maps and registration material.

On Item 8B. Report – Enforcement and Evaluation Committee

No report.

On Item 8C. Report – Engineering Committee

No report.

Staff Reports:

On Item 9A. Engineering

No report.

On Item 9B. Public Services

No report. Sadler stated that Cory wanted to inform the Commission that the sharrow will be painted once the weather is favorable. Albertson questioned the cost of repainting. Sadler was not sure of the cost.

On Item 6C. Police

No Report

On Item 6D. Parks and Recreation

Sadler stated that the contractors for the Asphalt Trail Renovation project will begin in May. This will include a section of the Knolls Greenway between Aspen and Ashworth Road, along with ADA improvements to some ramps. The Concrete Trail Renovation portion will be along Westown Parkway between I-35 and Jordan Creek Parkway to fix cracked or reflective panels. It will also include the segment of 60th Street north of Westown Parkway to Clive. Woodland Hills Park loop trail will also be starting soon. Two planning projects that will be taken to the Engineering Committee include the Valley Junction to Raccoon River Park trail connection, and a trail connection between West Des Moines and Windsor Heights along 8th Street.

Other Matters

On Item 8A: Receive, File and/or Refer:

- D. Des Moines Area MPO, Central Iowa Bicycle – Pedestrian Roundtable Packets

Eddy moved to adjourn the meeting at 6:07 p.m.

Respectfully submitted,

Miranda Kurtt
Secretary

ATTEST:

Tom Suckow
Commission Secretary

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

DATE: June 7, 2018

ITEM: Motion – Approval of Recommendation to City Council – Modification to Planned On-Street Bicycle Facility for South Prairie View Drive

FINANCIAL IMPACT: No change to what was previously budgeted.

BACKGROUND: The current *Bicycle Master Plan* shows a future on-street bicycle facility for South Prairie View Drive south of EP True Parkway to the Ponderosa Village Trail. This section was originally planned to have shared lane markings, with these markings budgeted and planned for installation in FY 18-19. After further review of the land use and roadway characteristics in this section, Staff recommends striping this section with 5' bike lanes and 10' travel lanes. Widening of the roadway is not necessary to achieve this configuration.

Modifying the on-street facility will also be discussed with the Public Services Council Subcommittee for concurrence.

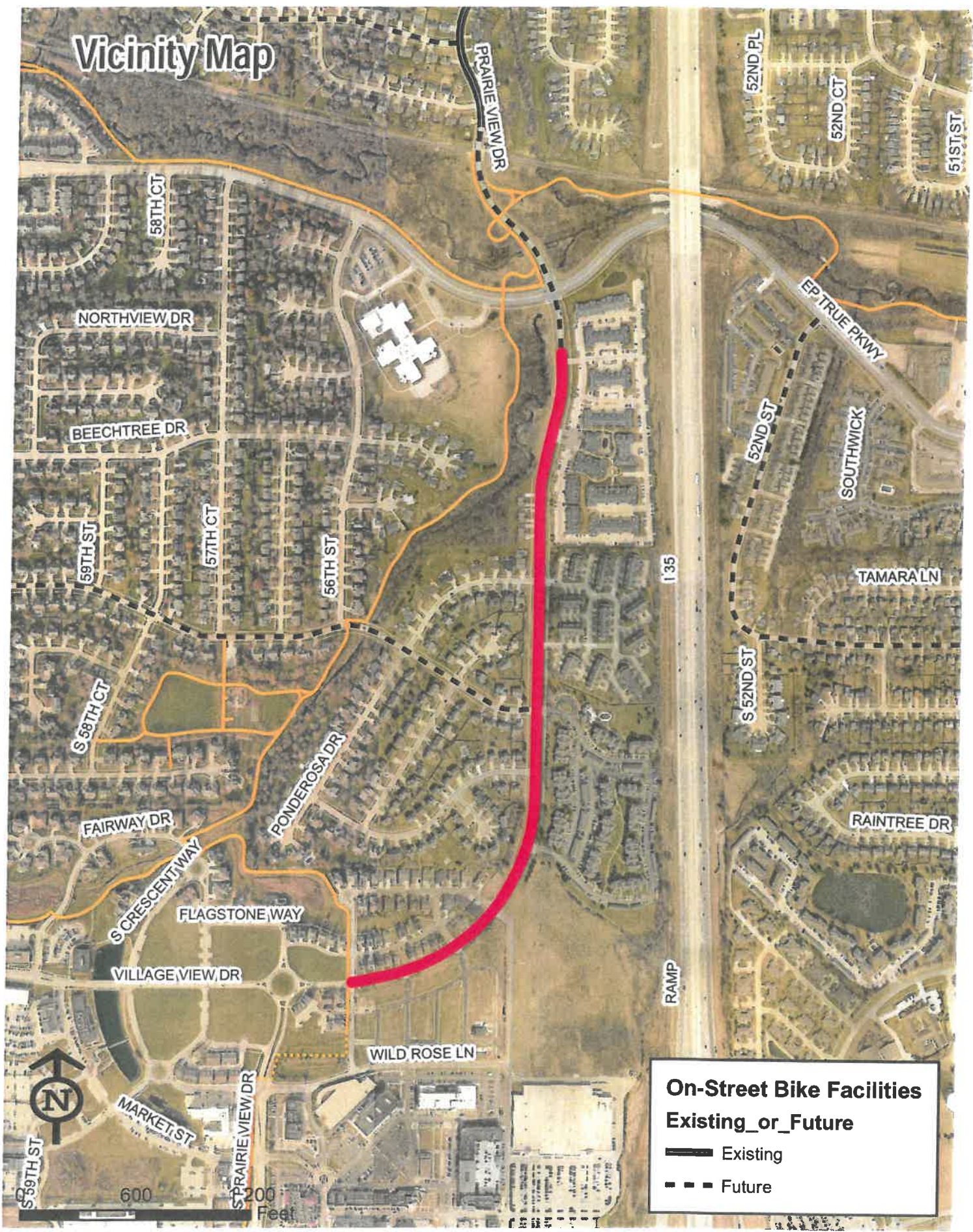
RECOMMENDATION: Staff recommends that the Bicycle Advisory Commission modify the planned on-street bicycle facility for South Prairie View Drive between EP True Parkway and the Ponderosa Village Trail, subject to concurrence with the Public Services Council Subcommittee.

Prepared by: Eric R. Petersen, P.E., Principal Traffic Engineer

Approved for Content by: Brian J. Hemesath, P.E., City Engineer

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

Vicinity Map



On-Street Bike Facilities
Existing_or_Future

- Existing
- - - Future

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

DATE: June 7, 2018

ITEM: Update – BCycle Bike Share – Raccoon River Park

FINANCIAL IMPACT: Expense of \$3,750 to cover advertising on poster panels and station kiosk to be covered with available funds in Parks and Recreation Department operating budget.

SYNOPSIS: A request was recently received from the Des Moines Bicycle Collective to install a BCycle bike share station in Raccoon River Park. Since the request involved a park, it is up to the Parks and Recreation Advisory Board to approve and make a recommendation to the City Council. The Board has approved the request.

Some details specific to the request are as follows:

1. The station was purchased by Principal Financial Group and has been located on Principal property in downtown Des Moines. Principal no longer wishes to host the station. In addition, that location has been one of the lowest performing. Because it is an existing station, there is no cost to the City to have it located in Raccoon River Park.
2. The station is a double-sided 10 bike station and will have 7 to 8 bikes in it at any one time. Staff is currently identifying a location within the park that can accommodate the station on existing pavement. Two possible locations being considered are next to the parking lot near the beach entrance and in the vicinity of the fishing pier.
3. The Parks and Recreation Advisory Board approved the request through December 31, 2019. This will allow staff to further investigate possible bike rentals in the future boathouse in Raccoon River Park. The BCycle is seen as a way to test the interest in bike rentals, but the Board does not want it to compete with rentals if they are offered by the City.
4. There are advertising opportunities on the BCycle bikes and station. The City will cover the cost of the advertising so that no outside advertising is included on the station itself.
5. The Bicycle Collective handles all moving of bikes, maintenance, and any issues with the station.

BACKGROUND: Information provided by The Bicycle Collective is attached for your information.

RECOMMENDATION: Information item only.

Prepared by: Sally Ortgies, Director of Parks and Recreation 

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

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

Bicycle

DES MOINES



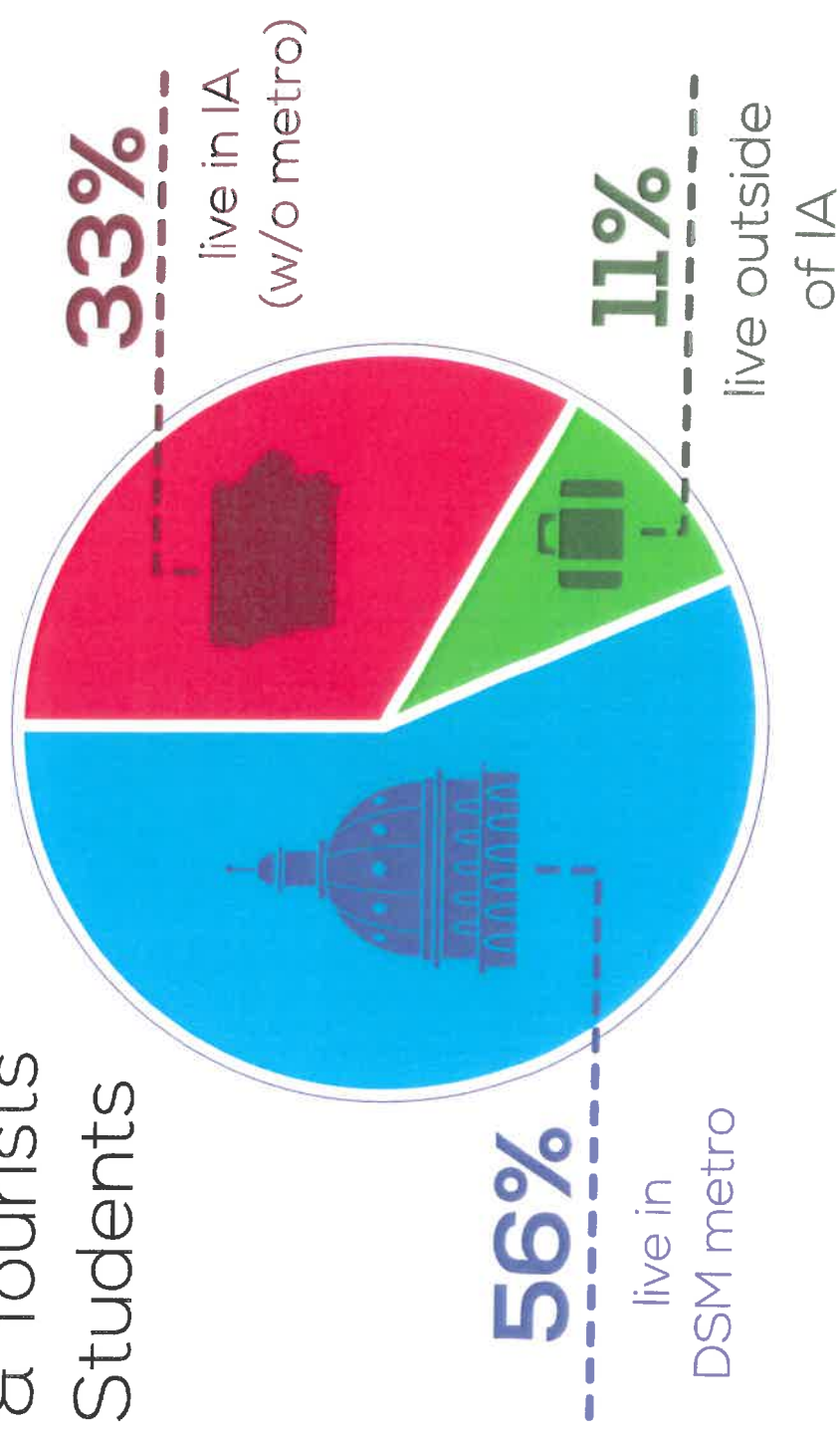
WHAT IS BCYCLE?

- Launched in Des Moines in 2010
- Currently the system includes 21 stations and 124 bikes
- Memberships & single trip passes can be purchased online or at any station
- Designed for short-term trips; generally 60 minutes or less

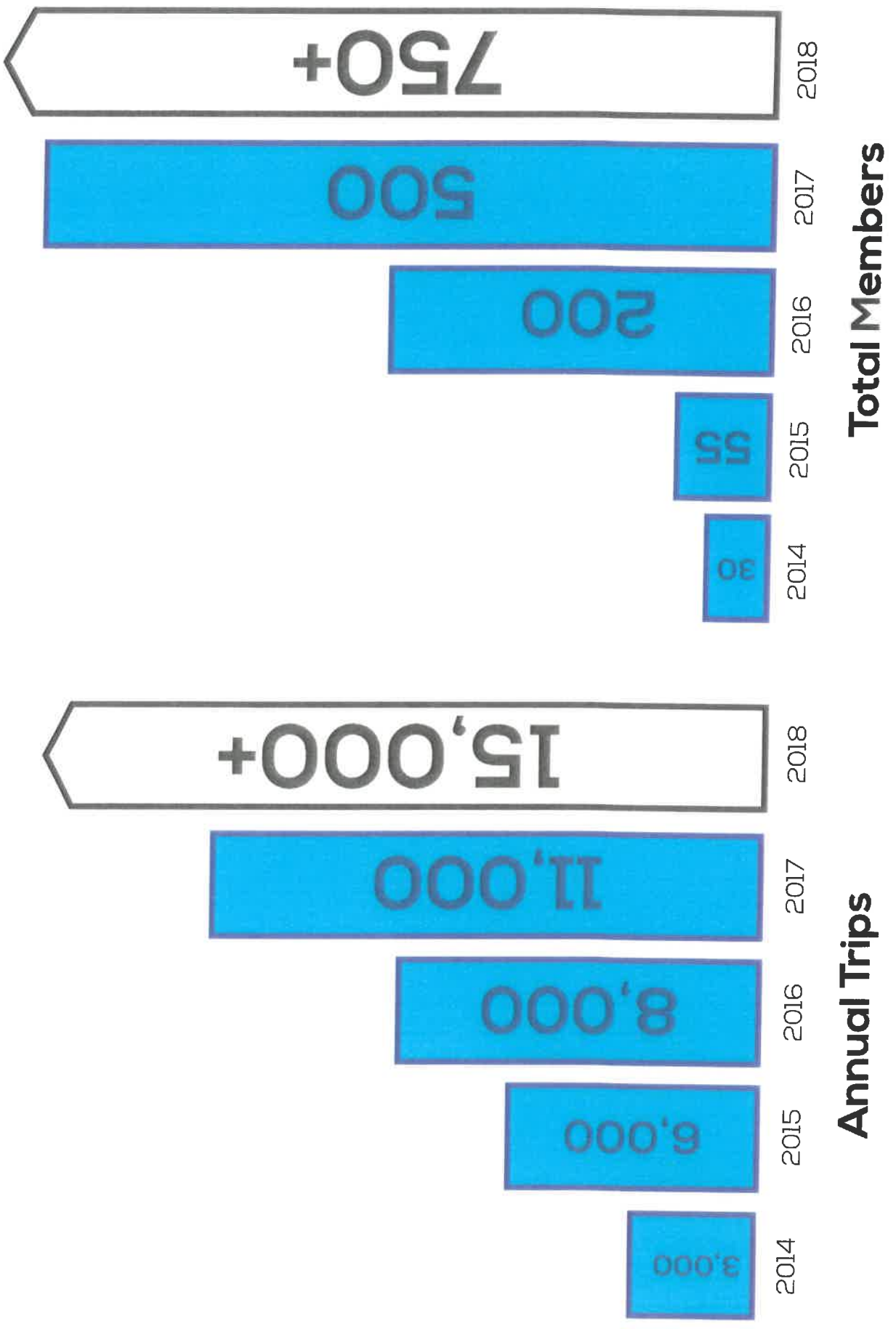


WHO USES BCYCLE?

- Local Residents
- Business Commuters
- Visitors & Tourists
- College Students

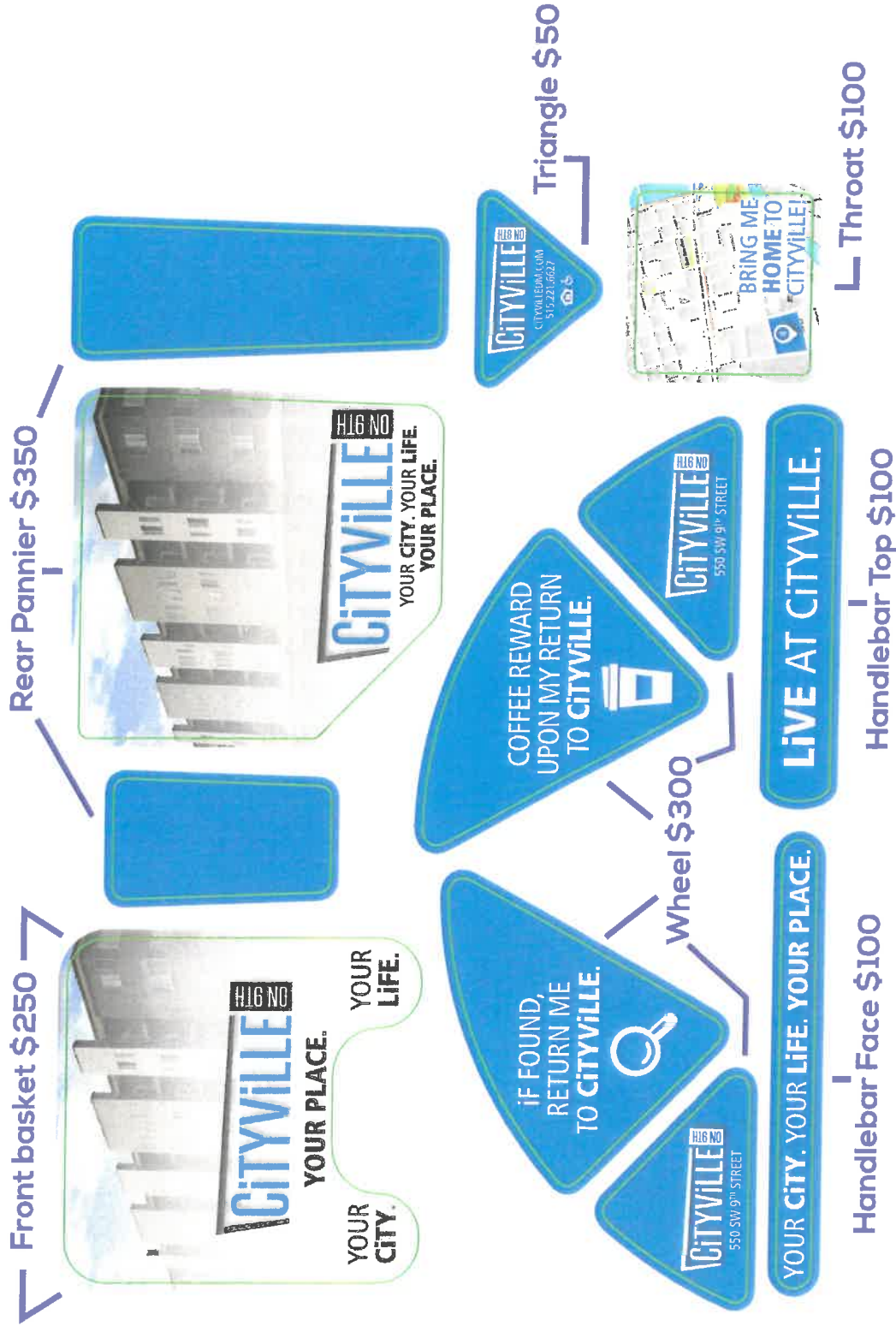


TRIPS & MEMBERSHIPS

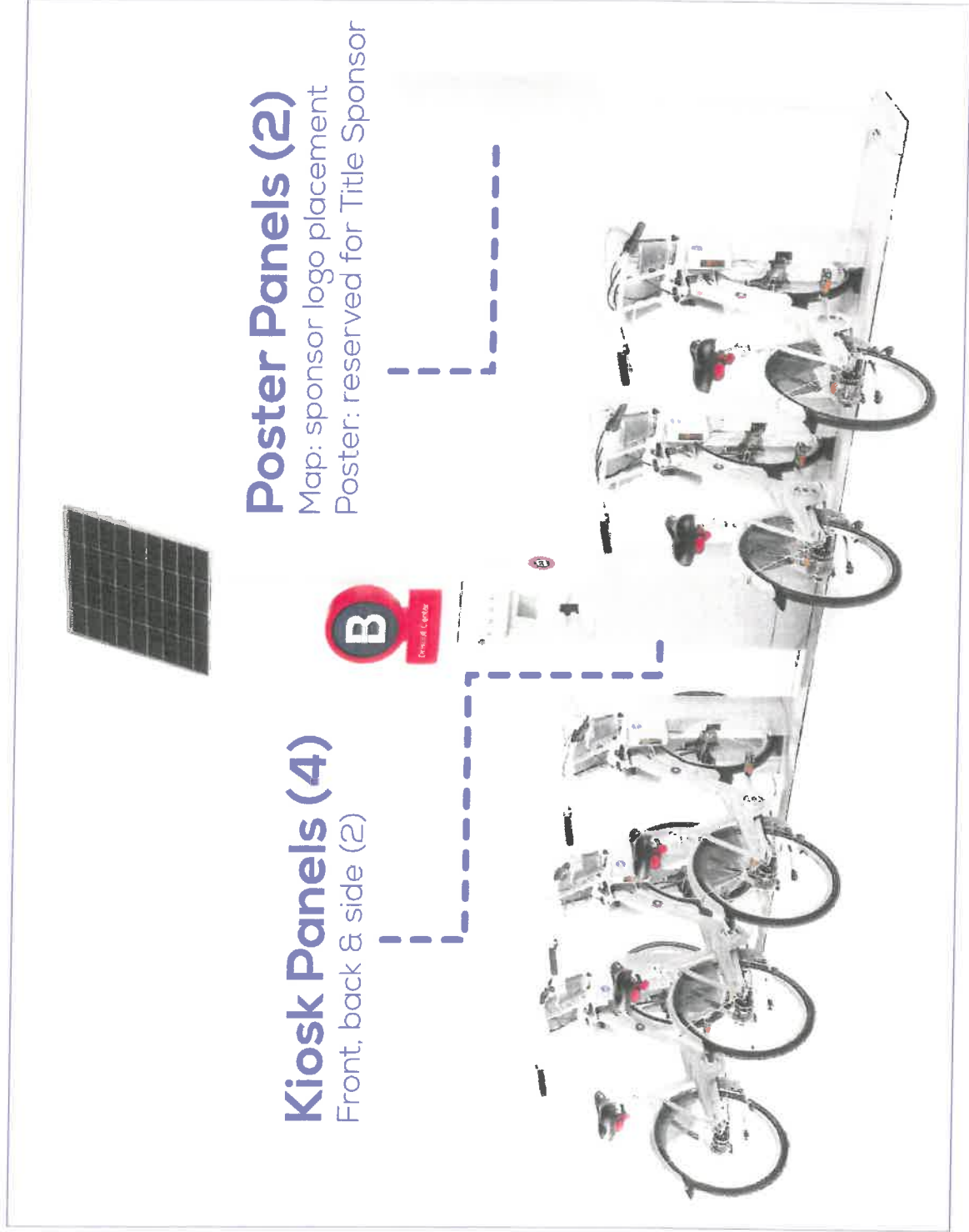


BCYCLE SPONSORSHIP

Sponsor five or more bikes and you'll receive **\$250 off** each BCycle



STATION & AD PANEL



ANNUAL SPONSORSHIPS

Bike Sponsorship

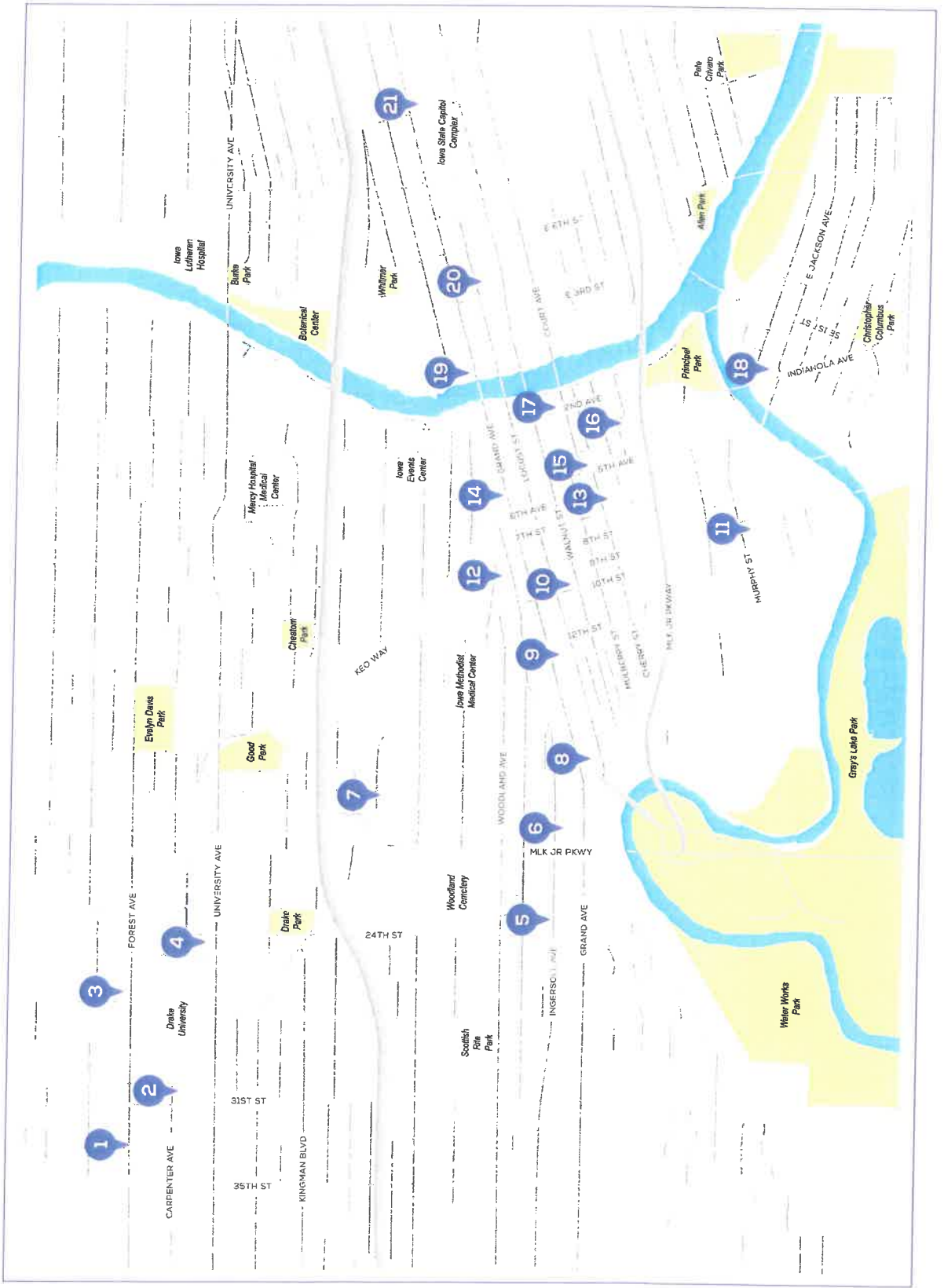
Front Basket	\$250
Rear Pannier	\$350
Triangle	\$50
Throat	\$100
Handlebar Face	\$100
Handlebar Top	\$100
Wheel	\$300
Total	\$1250

Station Sponsorships

Poster Panel	\$1250
Kiosk Panel (4)	\$1250

Sponsor five or more bikes and you'll receive **\$250 off** each BCycle

DSM STATION MAP



WE LOOK FORWARD TO WORKING WITH YOU

DES MOINES Cycle

Jeremy Lewis, Director

jeremy@dsmbikecollective.org

515-710-6697

Des Moines Bicycle Collective Programs

In November 2013 the Des Moines Bicycle Collective hired its first Executive Director. Since then has expanded significantly in size and impact. In 2015, it restored and distributed nearly 1200 donated bikes by partnering with area nonprofit organization and public schools. The Des Moines Bicycle Collective was named 2016 Best Local Advocacy Organization, 2016 Best Community Bike Shop and 2016 Best Bike Valet by the Iowa Bicycle Coalition.



Dimensions

B-KNOWLEDGE

Please contact a B-cycle representative to consult with you on optimal B-station size, configuration options, siting considerations and many other relevant factors.

Single-sided vs Double-sided

Single

- Two docks fit on one base.
- A kiosk takes the place of one dock and can face any direction (to reduce glare, the screen should face away from the sun).
- An endcap takes a spot on the base but still allows spaces for two docks.
- Max 12 bases = 24 docks

Common Configurations



1 floor, 1 dock



2 docks



7 docks, 1 screen

Common Configurations



1 endcap, 2 docks



4 dock



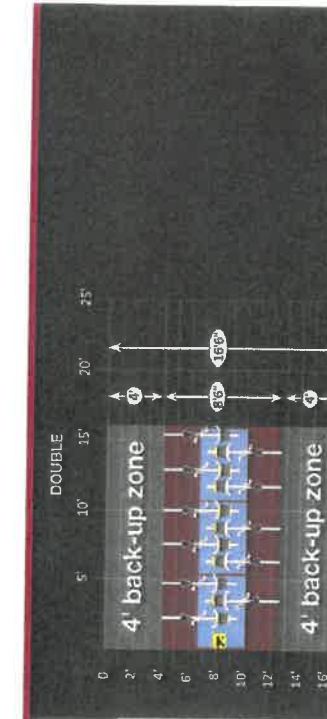
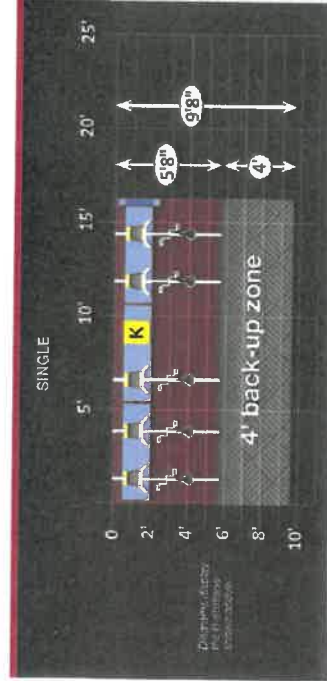
1 screen, 1 dock

Depth space

- Single-sided stations must have at least 5'8" of space (this includes a 6" front tire overhang) plus a recommended 4' back-up zone totaling 9'8".
- Double-sided stations must have at least 8'6" of space plus a recommended 4' back-up zone on each side totaling 16'6".
- Refer to the chart below for more details.



Double-sided



Number of bases	Exact length (including endcap)	Number of docks (including endcap)	Number of docks (excluding endcap)	Number of docks (excluding endcap) (max)
2	10'4"	3	10	6
3	15'6"	5	14	10
4	20'8"	7	18	14
5	25'10"	9	22	18
6	31'	11	26	22
7	36'2"	13	30	26
8	41'4"	15	34	30
9	46'6"	17	38	34
10	51'8"	19	42	38
11	56'10"	21	46	42
12	62'	23	50	46

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

DATE: June 7, 2018

ITEM: Update – Veterans Parkway Construction

FINANCIAL IMPACT: No related expenses.

SYNOPSIS: Staff will provide an update on the status of the Veterans Parkway construction at Thursday's meeting.

BACKGROUND:

RECOMMENDATION: Information item only.

Prepared by: Sally Ortgies, Director of Parks and Recreation
Approved for Content by: Sally Ortgies, Director of Parks and Recreation
Accepted for Commission Agenda: Sally Ortgies, Director of Parks and Recreation



NOTICE OF MEETING

Central Iowa Bicycle-Pedestrian Roundtable

12:00 p.m., Tuesday, May 15, 2018

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 April 17, 2018 Meeting Minutes**
- 5. REPORT: Legislative Update**
- 6. REPORT: Data Bike Results**
- 7. REPORT: Better Block Next Steps**
- 8. Other Non-Action Items of Interest to the Committee**
- 9. Project Updates**
- 10. Future Agenda Items**
- 11. Next Roundtable Meeting Date: 12:00 p.m. on Tuesday, June 19, 2018**
- 12. 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

	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
JANUARY	521	341	636	1,772	1,705	1,565	2,275	1,599	2,118	1,895
FEBRUARY	973	356	868	1,799	1,738	1,031	1,287	1,917	3,148	1,756
MARCH	1,935	N/A	2,252	3,160	2,106	2,026	3,366	3,488	3,739	
APRIL	2,792	2,902	3,075	3,901	3,549	3,179	4,359	4,300	3,690	
MAY	3,454	3,333	3,884	4,574	5,095	4,370	4,873	8,214	9,238	
JUNE	4,228	3,828	4,646	4,781	5,370	5,238	5,591	6,480	5,995	
JULY	4,446	4,174	5,046	5,156	6,470	5,636	6,162	5,686	6,169	
AUGUST	4,385	4,425	5,692	5,952	6,996	5,440	6,421	6,529	7,141	
SEPTEMBER	4,156	3,945	4,898	4,168	6,707	5,874	6,163	6,237	6,368	
OCTOBER	N/A	3,862	4,777	4,628	6,618	6,337	5,670	6,064	5,652	
NOVEMBER	2,367	2,623	2,858	3,295	3,804	3,596	3,345	4,758	4,386	
DECEMBER	910	1,316	2,034	2,053	2,260	3,158	2,685	2,647	3,203	
TOTAL	30,167	31,105	40,666	45,239	52,418	47,450	52,197	53,203	60,847	

Source: DART

APBP Webinars:

- May 16 Quick Builds - Tactical Urbanism Toolbox
- July 18 Roundabouts that Work for Cyclists and Pedestrians
- August 15 Moving Beyond the Centerline - Advisory Bicycle Lanes, Best Kept Secret
- September 19 Placemaking in the Burbs
- November 21 Conflict Resolution: Good Sidepath Design
- December 12 What Do You Do? Bicycle and Pedestrian Coordinator Skills