



**PUBLIC SERVICES COUNCIL COMMITTEE MEETING
REVISED AGENDA**

Monday, July 16, 2018 – 11:30 AM

Location: West Des Moines City Hall – Training Room
4200 1st Civic Parkway

1. Sewer Capital Charge – BJH
2. Review of Public Services Items for Council Meeting (July 23, 2018)
3. Staff Updates
 - A. Request to work Saturdays:
 - 0510-078-2017 1st & Railroad/Ashworth Intersection Improvements – JS
 - 0510-079-2017 Intersection Improvements - Mills Civic Parkway & South 51st/Mall Entrance - JS
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.

**MEETING MINUTES
PUBLIC SERVICES COUNCIL
COMMITTEE
Monday, July 16,
2018 City Hall
Training Room**

In Attendance:

Council Member – Kevin Trevillyan

Council Member – Jim Sandager

City Manager – Tom Hadden

Deputy City Manager – Jamie Letzring

Finance Director – Tim Stiles

Director of Community & Economic
Development - Clyde Evans

City Engineer – Brian Hemesath

Director of Public Services – Bret Hodne

Public Services Superintendent – Kevin Hensley

Assistant City Attorney – Greta Truman

Principal Traffic Engineer – Jim Dickinson

Principal Engineer – Jeff Nash

Meeting was called to order at 11:30 AM.

1. Sewer Capital Charge

Issue Summary:

When a subdivision is platted in West Des Moines, a sewer capital charge of around \$1000 is collected for each lot to help pay for the capital cost of construction for improvements completed by the wastewater reclamation authority for the direct benefit of the city, and for interceptor, trunk and collection system improvements. When subdivisions are annexed into the City, the lots are not required to pay this charge at the time of annexation. If sewer becomes available to these subdivisions, code is not clear on whether the sewer capital charge should be collected. Staff is seeking direction on how to proceed with interpretation or a change in code for more clarity.

Direction:

PSCC tabled this item pending further discussion with other Council Members.

2. Review of Public Services Items for Council Meeting (July 23, 2018)

- a. Director Hodne detailed the strategy supporting a request which will minimize financial impact to Public Services Fleet by repurposing a vehicle slated for trade-in.
- b. Traffic Engineer Dickinson informed of a traffic code amendment to add a new stop sign on Valley West Drive at the S 34th Street intersection. This has been requested by citizens due to increased traffic from a new development.

c. City Engineer Hemesath outlined the following items on the agenda:

Consent Agenda

Resolution - Order Construction:

1. Public Services Facility Fueling Facility Modifications **(ENG)**
2. Veterans Parkway - SE 50th Street to SW 60th Street **(ENG)**

Resolution - Approval of Professional Services Agreements: **(ENG)**

1. 2018 Channel Repair Program
2. 2018 Intake Repair Program
3. 2018 Sanitary Sewer Rehabilitation Program
4. 2018 Sanitary Sewer Cleaning and Televising Program
5. 2019 HMA Resurfacing Program
6. 2019 PCC Patching and Medians Program
7. Fairmeadows Creek - 27th and Vine Culvert
8. Intersection Improvements - Jordan Creek Parkway and Ashworth Road

Resolution - Establish Public Hearing Regarding the Final Design, Site Selection and Consideration of Acquiring Agricultural Property - Ashworth Road Improvements, Phase 3 **(ENG)**

Public Hearings (5:35 p.m.)

South Area Lift Station Improvements - City Initiated **(ENG)**

1. Resolution - Approval of Acquisition of Agricultural Property

South Area Lift Station Improvements - City Initiated **(ENG)**

1. Resolution - Approval of Plans and Specifications
2. Motion - Receive and File Report of Bids
3. Resolution - Award Contract

3. Staff Updates

a. City Engineer Hemesath proposed two projects requesting approval to work on Saturdays.

- 0510-078-2017 1st & Railroad/Ashworth Intersection Improvements
- 0510-079-2017 Intersection Improvements – Mills Civic Parkway & South 51st/Mall Entrance

Direction: PSCC members approved.

b. City Engineer Hemesath showed visuals of capital improvement project signage used in the past. At the direction of City Manager Hadden and Deputy Manager Letzring, staff will reinstate the use of project signage with an updated look.

Direction: PSCC members approved.

- c. City Engineer Hemesath informed the Committee that Jeff Nash has assumed administrative responsibilities previously assigned to Brian Hemesath. Principal Engineer Nash's previous position will be posted. Director Hodne commended Engineer Nash for developing one of the best pavement management plans in the State of Iowa.

Direction: Information Only.

- d. Director Hodne noted that Public Services is experiencing a staff shortage due to several retirements and the challenge of finding part-time staff to hire. Public Services will be reprioritizing work as needed to best utilize the existing employees, and will work hard to fill the vacated and two newly approved positions before winter.

Direction: Information Only.

- e. City Engineer Hemesath updated the Committee on a cost increase from a change order to the Veterans Parkway Project – Maffitt Lake Road to Adams Street (0510-007-2018) project. City Council approved a change order for \$75,000 for the clean-up of the Smith Meats property. The Committee was previously informed that the projected remediation costs should stay below the \$75,000 amount. About \$22,000 was used on clean-up to what was above ground on Smith Meats. There were substantial buried items on that and other properties that drove the total amount to nearly \$100,000. An additional change order will be forthcoming. Finance Director Stiles added that with this increase the project is still significantly under budget.

Direction: Information Only.

- f. City Engineer Hemesath informed the Committee that there would be a social media campaign developed by Parks & Rec Director Ortgies and Communications Specialist Stephenson to inform the public regarding Great Western Trail closings related to Veterans Parkway projects.

Direction: Information Only.

4. Other Matters:

- a. Council Member Trevillyan asked for an update on the I-35 Bridge. City Engineer Hemesath responded that it is under construction with an expected completion date of spring 2019.
- b. Council Member Trevillyan asked whether utility locates are required on ROW permit applications. Utility locations are required to be notated. City Engineer Hemesath will investigate further how to best address shared use of ROW space.

The meeting adjourned at 12:26 PM. The next Public Services Council Committee meeting is scheduled for July 30, 2018.

Copies of handouts are available at Engineering Services upon request. A recording was made. Respectfully submitted by Jennifer Canaday, Administrative Secretary.