

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

AGENDA

5:30 p.m.

**Thursday, September 6, 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 June 7, 2018 Meeting**
- 4. Old Business**
- 5. New Business**
 - A. Presentation – Windsor Heights Trail Connection Plans
 - B. Presentation – Valley Junction Trail Connection Plans
- 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 – June/July/August

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, June 7, 2018

The regular meeting of the West Des Moines Bicycle Advisory Commission was called to order on Thursday, June 7, 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
Commission	Greg France <i>Vice Chair</i>	Margaret Christiansen	Cole Prevost	Mindy Moore	
Present	X	X	X	X	
Staff	Sally Ortgies <i>Director of Parks & Recreation</i>	David Sadler <i>Superintendent of Parks</i>	Ryan Penning <i>Superintendent of Recreation</i>	Miranda Kurtt <i>Parks & Recreation Secretary</i>	
Present	X	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>	Brian Hemesath <i>Principal Engineer</i>	
Present			X		
Council	John Mickelson <i>City Council Liaison</i>				
Present					

On Item 1. Approval of Agenda

France moved to approve the agenda as presented. Albertson seconded. Motion carried, 8 yes.

On Item 2. Citizen Forum

No report.

On Item 3. Approval of Minutes from April 5, 2018, Meeting

Suckow moved to approve the minutes as presented. Welter seconded. Motion carried, 8 yes.

On Item 4: Old Business:

No Report.

New Business

On Item 5A: Motion – Approval of Recommendation to City Council - Planned On-Street Bicycle Facility on South Prairie View Drive

Peterson presented a map of the trail and sharrow routes that are currently existing. After reviewing the current options, it has been determined that the best option on South Prairie View Drive is to add an on-street bike lane in this area. Two 10 foot travel lanes and two 5 foot bike lanes would be incorporated instead of sharrows. This would be the first official bike lane in West Des Moines. Albertson questioned if the joint where the curb and gutter meets the road would be maintained differently where the bike lane will be marked. Peterson stated that Public Services would maintain these joints, and he will communicate with them about the bike lane. Welter asked about the current speed limit. Peterson stated it is 30 mph which falls within the guidelines for bike lanes. Welter questioned if there will be added signage, and Peterson stated there would be.

France moved to approve the Recommendation to City Council - Planned On-Street Bicycle Facility on South Prairie View Drive. Christiansen seconded. Motion carried, 8 yes.

On Item 5B: Update – BCycle Bike Share – Raccoon River Park

Orgies stated that Parks and Recreation was approached by the Des Moines Bicycle Collective regarding an available BCycle bike share station. They proposed placing it in Raccoon River Park where it would function primarily as a stand-alone station. Parks and Recreation is looking at this as a pilot project to gauge interest in future bicycle rentals at the proposed Boathouse in Raccoon River Park. Since it is being located on park property, the Parks and Recreation Advisory Board is responsible for a recommendation to the City Council. The Board did approve the proposal, and the agreement will be taken to Council for approval on June 11, 2018. If approved, Orgies stated it could potentially be installed by the end of June. The term of the agreement with the Bicycle Collective is through December 31, 2019. Suckow asked if there is a cost to the city for the station. Orgies stated that there is no cost for the station other than Parks and Recreation covering the cost of the advertisement that is normally on the station. The Parks and Recreation Board preferred to not have any outside advertisement on the station. The advertising cost will be \$3,750 for the term of the agreement. Orgies stated that the station will be located on existing concrete, so there is no cost related to installation.

On Item 5C: Update – Veterans Parkway Construction

Orgies updated the Commission on the Veterans Parkway Construction and impacts to the Great Western Trail. The contractor has 10 weeks to complete the project once it is started so it is a fairly short timeframe. There are three areas of the trail that will be impacted by the construction: SE Maffitt Lake Road, SE Orilla Road, SE 35th Street. Orgies presented the informational video that is being developed to communicate trail impacts to the public. The Commission provided feedback on suggested changes to the presentation. Orgies presented maps illustrating the temporary and permanent routes during and after the construction. Suckow questioned if the contractor is required to post signage. Orgies stated that signage will be posted for vehicles and pedestrians. Orgies stated that Parks and Recreation will be working with Engineering to provide communication. Eddy suggested adding information to the Great Western Trail Facebook page.

On Item 6A. Report – Education and Encouragement Committee

No report.

On Item 6B. Report – Enforcement and Evaluation Committee

No report.

On Item 6C. Report – Engineering Committee

No report.

Staff Reports:

On Item 7A. Engineering

Petersen stated that there is a lot of construction happening with Veterans Parkway having the biggest impact to trails. Peterson reported for Joe Cory that sharrows are being painted as weather allows.

On Item 7B. Public Services

No report.

On Item 7C. Police

No Report

On Item 7D. Parks and Recreation

Sadler stated that the Knolls Greenway Trail between Aspen and Crossroads Park is complete other than site restoration. Concrete trail repairs along Westown Parkway and 60th Street are complete. Rain has caused additional drainage issues on the underpasses. Sadler is working with Public Services and Engineering for alternate solutions for the underpass flooding issues. It appears to be getting worse due to additional construction and changes in land use. Marco Alvarez is working on a plan to add bike parking locations in Valley Junction and parks. Eddy stated that the drivers are speeding at Raccoon River Park. Ortgies stated we could possibly get the mobile speed trailer placed there and will contact the police department regarding this issue.

Other Matters

Ortgies introduced Ryan Penning, Superintendent of Recreation. Penning started on May 7, 2018.

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

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

France moved to the meeting at 6:18 p.m. Christiansen seconded. Motion carried, 8 yes.

Respectfully submitted,

Miranda Kurtt
Secretary

ATTEST:

Tom Suckow
Commission Secretary

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

DATE: September 6, 2018

ITEM: Presentation – Windsor Heights Trail Connection

FINANCIAL IMPACT: No related expenses at this time.

SYNOPSIS: City staff, with the assistance of Bolton & Menk, have been coordinating efforts with the City of Windsor Heights to determine feasibility for a trail connection along the 8th/73rd Street corridor. The conceptual level design study has looked at multiple alignments including both on and off-street bicycle facilities, or combination of both. The study limits consist of a trail connection from the City limits at 8th Street to a planned on-street bike facility at 4th and Ashworth for an ultimate connection to the Valley Junction area.

Chadd Kahlsdorf, an engineer with Bolten & Menc, will be present to give a presentation on the study. A meeting of the Engineering Committee will be set up to review the plans in more detail.

BACKGROUND:

RECOMMENDATION: Information item only.

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

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

DATE: September 6, 2018

ITEM: Presentation – Valley Junction Trail Connection

FINANCIAL IMPACT: No related expenses at this time.

SYNOPSIS: City staff, with the assistance of Bolton & Menk, have been looking at potential ways to provide a more direct trail connection between Raccoon River Park and Valley Junction. A conceptual level design process has reviewed a variety of proposed trail alignments connecting the existing Levee Trail along Lincoln Street to the Railroad Avenue crossing of 8th Street, then utilizing an existing wide sidewalk (box culvert) and an on-street facility along Maple Street to connect to the Valley Junction business district.

Chadd Kahlsdorf, an engineer with Bolten & Menc, will be present to give a presentation on the study. A meeting of the Engineering Committee will be set up to review the plans in more detail.

BACKGROUND:

RECOMMENDATION: Information item only.

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



NOTICE OF MEETING

Central Iowa Bicycle-Pedestrian Roundtable

12:00 p.m., Tuesday, August 21, 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 July 17, 2018 Meeting Minutes**
5. **REPORT: Funding Opportunities**
6. **DISCUSSION: Iowa Bicycle and Pedestrian Long Range Plan Comments**
7. **DISCUSSION: Flood Response and Recovery**
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, September 18, 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

MEETING NOTES

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

July 17, 2018
12:00 PM.

MPO Office, Burnham Room
Des Moines, Iowa

Roundtable Attendees Present:

Chair Vern Willey, City of Altoona
Scott Atzen, City of Altoona
Nick Lenox, City of Ankeny
Molly Rupert, City of Bondurant
Todd Seaman, City of Clive
Colby Fangman, City of Des Moines
Chris Widmer, City of Pleasant Hill
John Schmitz, City of Johnston
Dan Lane, City of Polk City
Kevin James, City of Urbandale
Marco Alvarez, City of West Des Moines
Adam Fendrick, Polk County Conservation

Parker Murphy, Catch DSM
Jeremy Lewis, Bike Collective
Jeff Cook, Friends of CVT
Lisa Hein, INHF
Jeff Davidson, Keep IA Beautiful
John Peterson, Citizen
Rob Haaland, Bolton&Menk
David Fliehler, Shive Hattery
Brian Wilham, Snyder and Associates
Mindy Moore, Snyder and Associates
Loren Lown, Citizen
Clifford Leonard, Citizen

Roundtable Staff Present:

Mike Armstrong, Senior Planner

1. **Call To Order:** 12:02 PM
2. **Introductions**
3. **VOTE: Approval of Agenda**
4. **VOTE: Approval of May 15, 2018 Meeting Minutes**
5. **REPORT: LRTP Status**

Staff presented on the current status of the Long Range Transportation Plan process due for adoption in fall 2019. Project solicitation and commenting will begin this fall and projects will be brought through the Roundtable for review.

Roundtable requested review of the Environmental Justice areas, scoring criteria, and new performance measures.

6. **DISCUSSION: Regional Trail Gap Map**
Staff presented on subcommittee work last year on updating the trail gap map for the next LRTP. In 2017, the subcommittee identified 18 gaps on level 1 and 2 trails. This list will be updated this year and then refined by staff to be included in the LRTP and project scoring criteria.
7. **REPORT: Trail Counter Program Update**
Staff led a discussion on the trail counter program and how the MPO will transition to a more strategic program for counter usage. At this point, the MPO expects to send out an inventory form to all agencies to determine how many MPO and other counters are in use. The MPO will also likely recall all trail counters this winter to maintain counters and transition to new placements.
8. **Other Non-Action Items of Interest to the Committee**
9. **Project Updates**
 - Polk County Conservation working on flood response on High Trestle Trail, especially with detour route. There may be buy-outs along Fourmile to create a greenbelt including closing some streets.

Agenda Report

Central Iowa Bicycle-Pedestrian Roundtable

- Ankeny working on 8' sidepaths within communities and moving forward with HTT extension through town.
- Johnston at the midpoint of their walkability study. Study should result in new trails, sidewalks, and crosswalks into the CIP. Bid letting has begun on the Merle Hay Trail with construction this fall.
- DART finishing major service changes that will impact most routes. New fareboxes are being installed on buses that will allow mobile payments and provide new data.
- West Des Moines looking at reconstruction of the Levee Trail. First phase of sharrows program installed this summer.
- Clive work on greenbelt continues with installing second lift.
- Urbandale working on fixing trail washouts especially below bridge at Douglas Ave.
- Dallas County Conservation working on RRVT connection with Perry.
- Pleasant Hill cleaning trails after flooding.
- Des Moines East Douglas to Hubbell still closed. Gay Lea Wilson will require reconstruction in the near future. Pump station projects this fall will affect trails for up to a year including area around Mulletts and around MLK bridge.

10. Future Agenda Items

June agenda items may include flood response, project report outs, trail closure communications, and the Iowa DOT Bicycle and Pedestrian Plan.

11. Next Roundtable Meeting Date: 12:00 p.m. on Tuesday, August 21, 2018

12. Adjournment: 1:11 PM