

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

AGENDA

5:30 p.m.

**Thursday, November 1, 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 October 4, 2018 Meeting**
- 4. Old Business**
- 5. New Business**
 - A. Discussion – On-Street Bicycle Counts on Sharrow Routes
 - B. Motion – Approval of Recommendation to City Council – FY 19-20 Budget Request
- 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 – October
 - B. City Council Communications

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, October 4, 2018

The regular meeting of the West Des Moines Bicycle Advisory Commission was called to order on Thursday, October 4, 2018, at 5:31 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 arrival at 5:34pm	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, 6 yes.

On Item 2. Citizen Forum

No report.

On Item 3. Approval of Minutes from September 6, 2018, Meeting

Christiansen moved to approve the minutes as presented. Freud seconded. Motion carried, 6 yes.

On Item 4: Old Business:

No Report.

New Business

On Item 5A: Presentation – Comprehensive Plan Update – Development Services

Linda Schemmel, Development Coordinator with the Development Services Department, provided an overview of the Comprehensive Plan for West Des Moines. The Comprehensive Plan is the overarching 20-year vision of what the city aims to be in the future. The goal is to have a draft plan completed by fall 2019.

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

Ortgies stated they have been working on a date to meet, tentatively scheduled for November 17.

Staff Reports:

On Item 7A. Engineering

No report.

On Item 7B. Public Services

No report.

On Item 7C. Police

No report.

On Item 7D. Parks and Recreation

Sadler stated construction has been ordered for the Grand Avenue Trail. The trail will be between Fuller Road and Jordan Creek on the west side of Grand Avenue. Albertson questioned if the residents objected to the trail. Sadler stated that the majority of the seven residents did not object. The trail was an issue with the owners of the property needed to complete the trail. The Woodland Hills Park Loop Trail is complete. Park land dedication is being used to acquire pedestrian connections from new development to the Sugar Creek Greenway and future trail. Trail asphalt repairs have been done on the loop trails in Willow Springs and Peony Parks. Infrared repairs will be done on portions of Jordan Creek Trail. Provost questioned how the infrared works. Sadler gave a brief description of the process. Penning stated recreation activities are moving from outdoors to indoors. Illumifest was a success and attracted around 2,000 people. The Winter/Spring brochure will be going out in November. Ortgies stated that LOSST will likely be on the ballot again in March 2019. From the Citizen Survey, West Des Moines received a 94% satisfaction rating in the Quality of Life category. When asked what the residents want the city to focus on, 2 of the top 3 relating to Parks and Recreation were walking/biking trails and access to desired destinations via trails and bicycling. Ortgies thanked the Commission for their contributions to the resident’s high satisfaction with Quality of Life related attributes.

On Item 8. Other Matters

No report.

On Item 9A: Receive, File and/or Refer:

None.

Freud moved to the meeting at 6:00 p.m. France seconded. Motion carried, 7 yes.

Respectfully submitted,

Miranda Kurtt
Secretary

ATTEST:

Tom Suckow
Commission Secretary

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

DATE: November 1, 2018

ITEM: Motion – Approval of Recommendation to City Council – FY 19-20 Budget Request


FINANCIAL IMPACT: Initial expense of \$39,500, in addition to an annual expense of \$137,000 for painting of the existing shared lane markings to be funded in FY 19-20.

SYNOPSIS: The Commission is asked to consider the draft budget request for FY 19-20. Item #1 would include the addition of a second BCycle Bike Share Station proposed at the City/School Campus. The initial BCycle Station was offered at Raccoon River Park, and was proven to be successful. A second location would expand the offerings in West Des Moines. The one-time expense would be \$35,000 to purchase and install, along with an on-going annual advertising sponsorship of \$2,500. Item #2 would include \$2000 for shared lane markings on a newly constructed street (Coachlight Drive between Jordan Creek Parkway and 81st Street).

BACKGROUND: A location map and photos are attached showing the existing BCycle Station, as well as a map showing the proposed shared lane markings.

RECOMMENDATION: The proposed BCycle Bike Share Station was communicated with the Education and Encouragement Committee and received their approval. Staff recommends that the Bicycle Advisory Commission recommend that the City Council approve the FY 19-20 budget request.

Prepared by: David Sadler, Superintendent of Parks 

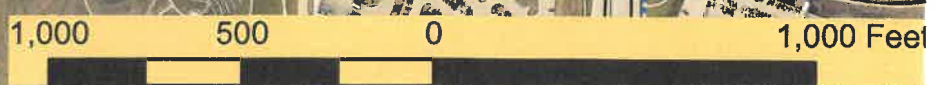
Approved for Content by: Sally Ortgies, Director of Parks and Recreation 

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



BICYCLE MASTER PLAN

- Existing Trails
- Proposed Trails
- EXISTING On-Street Bike Facilities
- PROPOSED On-Street Bike Facilities





EXISTING BCYCLE STATION LOCATED AT RACCOON RIVER PARK



NOTICE OF MEETING

Central Iowa Bicycle-Pedestrian Roundtable

12:00 p.m., Tuesday, October 16, 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 August 21, 2018 Meeting Minutes**
5. **REPORT: New Resources**
6. **DISCUSSION: Iowa DOT Bicycle Accommodations Database Update**
7. **DISCUSSION: National Household Travel Survey Data**
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, November 20, 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	3,008
APRIL	2,792	2,902	3,075	3,901	3,549	3,179	4,359	4,300	3,690	3,631
MAY	3,454	3,333	3,884	4,574	5,095	4,370	4,873	8,214	9,238	8,114
JUNE	4,228	3,828	4,646	4,781	5,370	5,238	5,591	6,480	5,995	6,194
JULY	4,446	4,174	5,046	5,156	6,470	5,636	6,162	5,686	6,169	5,464
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	30,062

Source: DART

MEETING NOTES

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

August 21, 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
Todd Seaman, City of Clive
Colby Fangman, City of Des Moines
Jeff Wiggins, 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
Ryan Weimold, Story County Conservation
Carl Saxon, DART

Jeremy Lewis, Bike Collective
Jeff Cook, Friends of CVT
Andrea Boulton, INHF
Lisa Hein, INHF
Jeff Davidson, Keep IA Beautiful
Coty Thompson, USACE
Rob Haaland, Bolton&Menk
David Fliehler, Shive Hattery
Mindy Moore, Snyder and Associates
Rich Voelker, Snyder and Associates
Emilee Richardson, Collective
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 July 17, 2018 Meeting Minutes**
5. **REPORT: Funding Opportunities**
Staff reported on Iowa DOT communications on Federal and State Recreational Trails funding programs.
6. **DISCUSSION: IA Bicycle and Pedestrian Long Range Plan Comments**
Staff presented on the draft plan and shared observations and comments on the plan, complete streets policy, and implementation.

The statewide trail system would change from current Level 1, etc. to a new either local or statewide trail designation. This may affect grant applications and justifications in the future.

Does not recognize need to clarify bicycle rules for Iowa Code on trails, sidewalks and crosswalks. Add to MPO comments.

Comments are due to the Iowa DOT by September 4, 2018.
7. **REPORT: Flood Response and Recovery**
Staff led a discussion on flood response and recovery findings following summer flood events. Communities shared some experiences, including Polk County having declared Federal Disaster for the rain event in regards to public assistance. Future discussion can collate best practices and needs gaps.
8. **Other Non-Action Items of Interest to the Committee**

Agenda Report

Central Iowa Bicycle-Pedestrian Roundtable

9. Project Updates

- DART added new crosstown route from E 42nd to Merle Hay Mall.
- Story County pursuing funding for HOINT and working on master planning. Mile of concrete trail finished for Tedesco project in Ames with next phase starting in the fall.
- Pleasant Hill is adopting an ADA transition plan and a corridor improvement strategy for University Ave.
- Johnston finishing walkability study and its being well-received. Council has passed a sidewalk program of \$500k /year for improvements. Merle Hay Trail will break ground shortly. Starting designs of Pioneer Parkway.
- City of Winterset awarded renovations of Jurgensen Bridge with eventual trail connection.
- West Des Moines will have temporary trail closures on Jordan Creek for patching. These should reopen within a week.
- Ankeny finalizing HTT extension with Snyder with construction expected next spring.
- INHF working with groups to reinvigorate the trails summit, which is scheduled for October 12th in Panora with two paths (Have a Trail and Want a Trail).
- Des Moines has projects that will effect trails near Market District and Mullets. There will be trail detours for up to a year. The Kriedenier Trail will be detoured for up to a year as well. MoveDSM is up for adoption in September at Council. Cherry Street will be striped for bike lanes next spring. University Ave. will have a 4-3 conversion from 48th to 63rd on the west side with a sidepath added along the golf course. There will also be improvements to University near Drake, which will include traffic calming, on-street parking, and bike lanes.
- USACE doing trail maintenance north of visitor's center. Also in conversations with IDNR about Neal Smith maintenance.
- The Bicycle Collective has two board positions open. The Collective has also adopted a new strategic plan and mission. This will be presented at a future Roundtable.
- Polk County will complete Ackelson Trail in late September. The Great Western Trail will have a permanent realignment for a section based on easements with MidAmerican.
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10. Future Agenda Items

September agenda items may include trail gaps, advisory bike lanes, Iowa DOT maintenance requirements, and the Bicycle Collective's strategic plan.

11. **Next Roundtable Meeting Date: 12:00 p.m. on Tuesday, October 16, 2018**

12. **Adjournment: 1:11 PM**

**CITY OF WEST DES MOINES
CITY COUNCIL MEETING COMMUNICATION**

DATE: October 29, 2018

- ITEM:** Public Hearing – Grand Avenue Trail, Fuller Road to Jordan Creek
1. Resolution – Approval of Plans and Specifications
 2. Motion – Receive and File Report of Bids
 3. Resolution – Approve Contract

FINANCIAL IMPACT: Total expense of \$173,767.08. There is a total budget of \$488,000 available for this project. The project will be paid with budgeted CIP funds from G/L account 500.000.000.5250.490. Funding will be covered out of available funds in the Grand Avenue Trail, North of Fuller CIP account (Project No. 0510 045 2016).

BACKGROUND: The Council is asked to approve the plans and specifications for the Grand Avenue Trail, Fuller Road to Jordan Creek project and to receive and file the report of bids that is attached. Ten (10) bids were received for the project with the lowest responsible bid submitted by JAS Construction, LLC of Altoona, Iowa. The opinion of probable cost for the project was \$245,949.

This Resolution is for the construction of a 10' wide concrete trail within the street right-of-way of Grand Avenue between Fuller Road and connecting to the existing 4' sidewalk crossing the bridge over Jordan Creek. The project includes traffic control, excavation, storm sewer & utility adjustments, pavement removals, 6" reinforced concrete trail, new driveway approach, erosion control and site restoration.

OUTSTANDING ISSUES: None.

RECOMMENDATION: That the Council hold the public hearing and pass the resolution to approve the plans and specifications, move to receive and file the report of bids, and award the contract for the Grand Avenue Trail, Fuller Road to Jordan Creek in the amount of \$173,767.08.

Lead Staff Member: David Sadler, Superintendent of Parks

STAFF REVIEWS

Department Director	Sally Ortgies, Director of Parks and Recreation
Appropriations/Finance	Tim Stiles, Finance Director
Legal	Richard Scieszinski, City Attorney
Agenda Acceptance	

PUBLICATION(S) (if applicable)

Published In	Des Moines Register
Dates(s) Published	October 19, 2018

SUBCOMMITTEE REVIEW (if applicable)

Committee	N/A		
Date Reviewed			
Recommendation	Yes	No	Split

**CITY OF WEST DES MOINES
CITY COUNCIL MEETING COMMUNICATION**

DATE: October 1, 2018

ITEM: Resolution - Order Construction and Notice of Public Hearing on Plans, Specifications, Form of Contract, Estimate of Cost, and Direct Advertisement of Bids – Grand Avenue Trail, Fuller Road to Jordan Creek


FINANCIAL IMPACT: None at this time. The preliminary estimated cost of the project is \$245,949. Project expenses will be paid with budgeted funds in the Grand Avenue Trail, North of Fuller C.I.P. account (Project 0510 045 2016; G/L 500.000.000.5250.490). There is approximately \$488,000 available for these improvements.

BACKGROUND: A Bid Letting should be scheduled for 2:00 p.m. on Wednesday, October 24, 2018, and a Public Hearing on the project scheduled for 5:35 p.m. on Monday, October 29, 2018. The contract would be awarded on Monday, October 29, 2018, and work would begin shortly thereafter. This project should be underway this fall with final completion in spring 2019.


This Resolution is for the construction of 10' wide concrete trail within the street right-of-way of Grand Avenue between Fuller Road and connecting to the existing 4' sidewalk crossing the bridge over Jordan Creek. Project to include traffic control, excavation, storm sewer & utility adjustments, pavement removals, 6" reinforced concrete trail, new driveway approach, erosion control and site restoration.

OUTSTANDING ISSUES: None.

RECOMMENDATION: That the Council approve the Resolution.

Lead Staff Member: David Sadler, Superintendent of Parks 

STAFF REVIEWS

Department Director	Sally Ortgies, Director of Parks and Recreation 
Appropriations/Finance	Tim Stiles, Finance Director
Legal	Richard Scieszinski, City Attorney
Agenda Acceptance	

PUBLICATION(S) (if applicable)

Published In	N/A
Dates(s) Published	

SUBCOMMITTEE REVIEW (if applicable)

Committee	N/A		
Date Reviewed			
Recommendation	Yes	No	Split