

**MEETING MINUTES**

**PUBLIC SERVICES COUNCIL COMMITTEE**

**Monday, September 14, 2020**

**Via Microsoft Teams**

**This meeting was held electronically because of the State Public Health Emergency Declaration regarding Covid-19 and will be conducted pursuant to Iowa Code 21.8 and the Proclamation of Governor Kim Reynolds dated March 19, 2020.**

In Attendance via Microsoft Teams:

Council Member – Matthew McKinney  
Council Member – Kevin Trevillyan  
Deputy City Manager – Jamie Letzring  
Assistant City Attorney – Greta Truman  
Finance Director – Tim Stiles  
Transportation Engineer – Jim Dickinson  
Senior Engineering Technician – Randy Cox

City Engineer – Brian Hemesath  
Public Services Deputy Director – Joe Cory  
Public Services Superintendent – Kevin Hensley  
Principal Engineer – Jason Schlickbernd  
Transportation Engineer – Eric Petersen  
Principal Engineer – Jeff Nash  
Principal Engineer – Ben McAlister

Guests in Attendance:

None.

Meeting was called to order at 11:33 AM by City Engineer, Brian Hemesath.

**1. Bank Stabilization near Westridge Elementary School (JMS)**

***Issue Summary:***

As part of the annual Channel Repair Program, a field review of storm sewer outlets that have noted deficiencies or are near end of life were reviewed. During this review, two outlets south of E. P. True Pkwy west of Prairie View Drive on Ponderosa Creek were inspected. WHKS Engineers was asked to perform a preliminary assessment of the area and provide us with a preliminary design for repair or stabilization of the structures.

These outlets were originally installed as part of the Country Park Plat 1 subdivision in the mid 90's. Since the time they were installed, Ponderosa Creek (which lies on property owned by the West Des Moines School District) has deepened and widened further to the east. Due to the change in the channel, these two outlets have lost the original revetment stone that was protecting them and are in danger of falling into the creek. If Ponderosa Creek continues to widen, loss of city owned ROW and sidewalk maintained by Westridge Elementary School along Prairie View Drive is probable.

City Staff discussed 4 different options to address the issues found in WHKS Engineers preliminary assessment:

1. The City of West Des Moines completes bank stabilization & stormwater outlet repairs
2. The City of West Des Moines and West Des Moines Community School District split construction costs 50/50 for bank stabilization & stormwater outlet repairs

3. The City completes stormwater outlet repairs & only associated localized bank stabilization
4. Make no repairs/improvements & provide notice to West Des Moines Community School District

**Direction:** Committee members were in favor of the 2<sup>nd</sup> option which included the City working with The West Des Moines Community School District and splitting the construction costs 50/50. It was also suggested some type of cautionary control measures be installed at the location.

## **2. Iowa DOT's Integrated Corridor Management Project (ERP)**

### ***Issue Summary:***

Over the last few years, HDR has been working on an Integrated Corridor Management (ICM) study for the Iowa DOT. The goal of this study is to recommend strategies to better manage traffic on the metro's interstates and major arterial streets. West Des Moines staff has been involved in some of the stakeholder meetings and has provided input.

City Staff gave an update on the project to date and discussed some of the initial strategies that have been discussed by the stakeholder group. Strategies include:

1. Adding queue warning message signs to alert drivers of stopped/slow traffic ahead
2. Using shoulders as flex lanes that could be used by certain vehicles and/or at certain times of the day
3. Developing an app that would allow drivers to see real-time delays, parking information, etc., prior to starting their trip.
4. Ramp metering on certain on-ramps to meter the number of vehicles merging onto the interstate.

Of these strategies, ramp metering has the biggest potential for impacting city streets. This would consist of a signal located on the on-ramp to alternate vehicles. The benefit to this system is that the traffic flow on the interstate can absorb one vehicle at a time much easier than absorbing many vehicles. The downside is that vehicles may backup from the signal and spillback onto the city street. More analysis is being conducted as part of the study to explore these impacts.

The ICM study is still underway and the strategies above may change. Staff will continue to be involved with this project and will keep the Committee informed as the project continues to develop.

**Direction:** Information only.

## **3. Review of Items for Council Meeting (September 21, 2020)**

### **ENGINEERING COUNCIL AGENDA ITEMS:**

#### **CONSENT AGENDA**

### **Motion – Approving Change Order #12**

- **West Public Services Facility**  
(0510-027-2017) Koester Construction 500.000.000.5250.490 *Road Use Tax and General Fund Reserve*

**Resolution – Approving Professional Services Agreement**

- **West Grand Business Park, Booneville Road to Grand Avenue**  
(0510-005-2020) Kirkham Michael & Associates, Inc. 500.00.0000.5250.495 *Mills Parkway Urban Renewal Area Subdistrict 9*

**Resolution – Approving Amendment No. 1 to Professional Services Agreement**

- **West Des Moines Digital Enterprise Design**  
(0510-058-2020) HDR, Inc. 670.000.000.5250.495 *General Obligation Bonds*

**Resolution – Ordering Construction**

- **Raccoon River Basin Segment 5 Gravity Sewer**  
(0510-060-2015) Veenstra & Kimm, Inc. 640.000.000.5250.490 *Sanitary Sewer Fee Revenue*

**Resolution – Approving Proposal from MidAmerican Energy Company to Extend Electric Services**

- **Raccoon River Basin Segment 5 Sewer**  
(0510-060-2015) 500.000.000.5250.490 *Osmium Urban Renewal Area TIF*

**Resolution – Approving Agreement with Iowa Interstate Railroad**

- **Grand Avenue & Scenic Valley Drive Traffic Signal**  
(0510-053-2018) 500.000.000.5250.495 *General Obligation Bonds*

**Resolution – Accepting Public Improvements**

- **Mill Ridge Plat 4**  
McAninch Corporation and Alliance Construction

**Resolution – Accepting Public Improvements**

- **The Parkways Lot 4 Sanitary Sewer**  
Corell Contractor

**PUBLIC HEARINGS**

**Resolution – Awarding Contract**

- **SE 1<sup>st</sup> Street & SE Willow Creek Drive Watermain**  
(0510-057-2020) Vanderpool Construction 500.000.000.5250.490 *Alluvion Urban Renewal Area TIF*

**PUBLIC SERVICES COUNCIL AGENDA ITEMS:**

**CONSENT AGENDA**

**Approval of Contract Agreement**

- **Sidewalk, Trail & Parking Lot Snow & Ice Removal Services (Reliable Property Services)**

**Approval of Renewal Contract Agreement**

- **Emergency Sanitary & Storm Sewer Repair (The Underground Company)**

## NEW BUSINESS

### **Traffic Code Amendment**

- **Pommel Place & 76<sup>th</sup> Street – Special Stops Required**

#### **4. Staff Updates:**

- Kevin Hensley, Public Services Superintendent mentioned that the light rain last week allowed Public Services Staff to get caught up and operations are back to normal.
- City Engineer, Brian Hemesath provided an update to Committee members regarding the WDM Digital Enterprise project we are partnering on with Google Fiber. New design consultants were hired at the last City Council meeting and City Staff conducted a meeting with them to kick off the next phases of design. 60% construction plans were submitted Friday and are being reviewed by staff and Google Fiber.

Council Member Matt McKinney inquired if communication or information on the status of the Google Fiber project could be provided for the public and placed on the City's website. Deputy City Manager Jamie Letzring indicated that an update email will be sent in the afternoon.

Deputy City Manager, Jamie Letzring also mentioned that City Staff are working to include an option for residents to grant permission for the City to install conduit in their yard, through an online site. Staff is also in progress of hiring someone to utilize the City's Social media platforms and website to communicate to residents any updates with the Google Fiber project

#### **5. Other Matters:**

None.

The meeting adjourned at 12:21 pm. The next Public Services Council Committee meeting is scheduled for September 28, 2020.

A recording was made. Respectfully submitted by Juanita Greer, Secretary.