

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

**AGENDA**

**5:30 p.m.**

**Thursday, October 1, 2020**

***Due to the State Public Health Emergency Declaration regarding COVID-19, this meeting will be conducted electronically pursuant to Iowa Code 21.8 and the Proclamation of Governor Kim Reynolds dated March 19, 2020. Members of the public wishing to participate in this meeting are encouraged to do so telephonically, by calling: 515-207-8241, Enter Conference ID: 267 444 685#***

- 1. Call to Order / Approval of Agenda**
- 2. Citizen Forum**
- 3. Approval of Minutes of August 6, 2020 Meeting**
- 4. Old Business**
  - A. Presentation – Sugar Creek Trail & VJ Levee Trail Connection
- 5. New Business**
- 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
  - 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, August 6, 2020**

**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.**

The regular meeting of the West Des Moines Bicycle Advisory Commission was called to order on Thursday, August 6, at 5:33 p.m. by Chair Eddy.

<b>Commission</b>	Tom Suckow <i>Secretary</i>	Nick Welter	Brittany Freund	Helen Eddy <i>Chair</i>
<b>Present</b>	X		X	X

<b>Commission</b>	Steve Welsh	Cole Prevost	Mindy Moore
<b>Present</b>	X	X	X

<b>Staff</b>	Sally Ortgies <i>Director of Parks &amp; Recreation</i>	David Sadler <i>Superintendent of Parks</i>	Ryan Penning <i>Superintendent of Recreation</i>	Miranda Kurtt <i>Parks &amp; Recreation Secretary</i>
<b>Present</b>	X	X		

<b>Staff</b>	Joe Cory <i>Deputy Director of Public Services</i>	Marco Alvarez <i>Park Planner</i>	Eric Petersen <i>Traffic Engineer</i>	Jason Bryan <i>Police Sergeant</i>
<b>Present</b>			X	X

<b>Council</b>	Greg Hudson <i>City Council Liaison</i>
<b>Present</b>	X

**On Item 1. Approval of Agenda**

None.

**On Item 2. Welcome of New Commission Member – Steve Welsh**

See item number 9D.

**On Item 3. Election of Commission Officers**

The following people were nominated and agreed to hold officer positions:

1. Chair – Helen Eddy
2. Vice-Chair – Brittany Freund
3. Secretary – Tom Suckow

Suckow moved to approve the commission officers as stated. Freund seconded. Motion carried, 5 yes

**On Item 4. Citizen Forum**

No report.

**On Item 5. Approval of Minutes from March 5, 2020 Meeting**

Suckow moved to approve the minutes as presented. Prevost seconded. Motion carried, 5 yes.

**On Item 6A. Old Business - Five Waters Project Update**

Ortgies stated that the Jamie Hurd Amphitheater is nearing completion with a dedication event scheduled in September. The event will be a small gathering due to COVID-19. The Boathouse opened

for business on July 23. The concessionaire, CanoeSports Outfitters, has been very busy with rentals. The Marathon Loop is underway with the contract for the Sugar Creek Greenway Trail-Phase 1 being approved by Council on August 3. The City recently accepted the donation of 20 acres of land from Evelyn Fisher as part of the Raccoon River Greenway. This land is located along 1<sup>st</sup> Street and directly north of the Raccoon River. The first pedestrian bridge over the Raccoon River that will connect Raccoon River Park and Walnut Woods State Park is in the design and engineering stage. The construction of the bridge project will be delayed due to the impact of COVID-19 on Local Option Sales Tax revenue and potential fundraising.

**On Item 7. New Business**

No report.

**On Item 8A. Report – Education and Encouragement Committee**

Sadler stated that Freund and Suckow are on this Committee. He will be scheduling a meeting soon.

**On Item 8B. Report – Enforcement and Evaluation Committee**

Sadler stated that Welsh and Welter are on this Committee. He will be scheduling a meeting soon.

**On Item 8C. Report – Engineering Committee**

Sadler stated that Moore and Prevost are on this Committee. They met on July 28 to discuss several items. The Des Moines Metropolitan Planning Organization gathers all GIS information for trails and on-street bike facilities in the area. Moore provided a brief explanation of the various types of bike facilities and trails. Sadler stated that the Commission reviewed the goals and objectives set in 2017 and 2019 and that there were both on-going and completed items as part of those goals and objectives. The new goals for 2020-2022 were also discussed. The first item was the University Avenue Corridor Redevelopment Plan. Next is updating the Bicycle Master Plan to incorporate items from the City Comprehensive Plan. Part of this update is reviewing trail connections to surrounding cities including Windsor Heights. Petersen stated Engineering has a plan for 2023 to improve traffic flow near 8<sup>th</sup> Street and the interstate that includes adding more left-hand turn lanes. Another item for 2020-2022 is updating the Complete Streets Policy. Petersen stated that the Complete Streets Policy encompasses road usage for all modes of transportation. Engineering is always reviewing how sidewalks, bike lanes, and trails can be incorporated with new streets. Moore stated there was discussion regarding adding Equity, Inclusion, and Diversity as a component in the Five Es of Biking (Education, Engineering, Evaluation, Enforcement, Enrichment).

**Staff Reports:**

**On Item 9A. Engineering**

Petersen stated that there are numerous road construction projects in process. The traffic signal on Grand Avenue at the entrance of Raccoon River Park is still not functional. The signal needs to be tied into the railroad traffic signal to ensure the safety of the vehicles at the intersection. Grand Avenue, west of Jordan Creek Parkway to 88<sup>th</sup> Street, is now open to traffic. The intersection of South 88<sup>th</sup> and Mills Civic Parkway project, which rerouted the streets around Huston Cemetery, could open shortly.

**On Item 9B. Public Services**

No report.

**On Item 9C. Police**

No report.

**On Item 9D. Parks and Recreation**

Ortgies asked Steve Welsh to introduce himself to the Commission. Sadler mentioned the Levee Trail Renovation Project is substantially complete. The Iowa Data Bike, owned by the MPO, collects trail conditions and the images of the trails. The images collected are used by Google Street View. Our Parks Intern, Miriam Jakel, rode the bike on the West Des Moines trails to collect data.

**On Item 10. Other Matters**

No report.

**On Item 11A. Receive, File and/or Refer:**

Des Moines Area MPO, Central Iowa Bicycle – Pedestrian Roundtable Packet – June  
Des Moines Area MPO, Central Iowa Bicycle – Pedestrian Roundtable Packet – July

**On Item 11B. City Council Communications**

July 20, 2020: Motion – Approval of Professional Services Agreement – Fox Creek Greenway Trail, Preliminary Design

August 3, 2020: Public Hearing – Sugar Creek Greenway Trail, Phase 1

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

August 3, 2020: Motion – Approval of Professional Services Agreement Amendment #2 – Sugar Creek Greenway Trail Phase 1

Prevost moved to adjourn the meeting. Suckow seconded. Motion carried, 5 yes. The meeting was adjourned at 6:20 p.m.

Respectfully submitted,

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Miranda Kurtt  
Administrative Secretary

ATTEST:

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Tom Suckow  
Commission Secretary



### Central Iowa Bicycle-Pedestrian Roundtable

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12:00 p.m., Tuesday, July 21, 2020

Burnham Room, MPO Office

420 Watson Powell, Suite 200, Des Moines, IA (\*online)

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### MINUTES

#### Roundtable Attendees Present

Chair, Vern Willey, Altoona	Adam Fendrick, Polk County Conservation
Colby Fangman, City of Des Moines	Jared Morford, Iowa Bicycle Coalition
Jeff Wiggins, City of Des Moines	Kent Sovern, Livable Places Iowa
Chris Widmer, City of Pleasant Hill	Jeff Cook, Friends of CVT
Jeremy Lewis, Street Collective	Andrea Boulton, Iowa Natural Heritage Foundation
Carl Saxon, Des Moines Area Regional Transit	Lisa Hein, Iowa Natural Heritage Foundation
Carl Voss, Street Collective	Rob Haaland, Bolton & Menk
Marco Alvarez, City of West Des Moines	Gay Lea Wilson, Citizen Advisor
Jeff Davidson, Keep Iowa Beautiful – Jasper County	Tanvi Halde, Des Moines Area MPO
John Peterson, Citizen Advisor	Zhi Chen, Des Moines Area MPO
Mindy Moore, Snyder and Associates	Steven Spears, University of Iowa
Eric Holt, Shive-Hattery	Cara Hamann, University of Iowa

#### Roundtable Staff Present

Sreyoshi Chakraborty, Senior Planner

1. Call To Order – 12:00 PM
2. Introductions
3. VOTE: Approval of Agenda
4. VOTE: Approval of June 16, 2020 Meeting Minutes

**5. PRESENTATION: Statewide Bike/Ped Count Program to Evaluate Safety, Steven Spears & Cara Hamann, University of Iowa**

This research project is a collaboration between the Transportation Research Center at University of Iowa and the Iowa DOT, also funded through the DOT. The purpose is to develop a monitoring program for bicyclists and pedestrians and figure out a way to calculate the bicycles and pedestrian miles travelled, first regionally for Cedar Rapids area and then for the state. The intent is to understand crash rates based on distance that bicyclists and pedestrians travel. The methodology and initial conclusions from the study was discussed. There is opportunity for the Des Moines area to include their data into the research effort.

**6. Other Non-Action Items of Interest to the Committee**

MPO staff provided the following updates:

- Illustrative project list, an appendix to the Long Range Transportation Plan (LRTP) projects is up for public comment and review. The list includes a few trail projects. Public Meeting scheduled on
- Upcoming online conference opportunities include Walk/Bike/Places on August 3 -7, MATAG Conference on August 18

INHF Update:

- Iowa Trails Summit is going online. A series of webinars scheduled for September 9, October 21, and November 18. Registration information will come out shortly.

**7. Project Updates**

- Des Moines Parks and Rec – Contractors ramped up their staffing for Carl Voss Trail Phase II. Internal anticipated completion is approximately late summer. Lots of hydrology issues that need to be addressed. Construction documentation for Neil Smith Phase II Rehabilitation, section from north of Euclid to City limits, its being widened and realigned to limit dangerous slopes. Carl Voss Phase I, from Mullets to Baseball is now open. Also working on Central Iowa Water Trails coordination and put out an RFP recently for the Birdland Park and Marina Masterplan and Mc Rae Park improvements including a loop trail and boardwalk component. Indianola side path is being extended. The MLK extension is an ongoing project, no specific information on the schedule.

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Central Iowa Bicycle-Pedestrian Roundtable

- Polk County Conservation – Construction happening on Gay Lea Wilson Trail, at Four Mile and Broadway, building a wetland so trail might be impacted, a reroute was figured out so the trail is still open, at Mark Ackleson Trail at Easter Lake, a BCycle Station is being installed in coordination with Street Collective at the end of this month.

**8. Future Agenda Items**

- Trail Mapping Attribute Update?
- Bike/Ped Count Report

**9. Next Roundtable Meeting Date: 12:00 p.m. on August 18, 2020**

**10. Adjournment**



NOTICE OF MEETING

Central Iowa Bicycle-Pedestrian Roundtable

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12:00 p.m., Tuesday, September 15, 2020

Burnham Room, MPO Office

420 Watson Powell, Suite 200, Des Moines, IA (\*online)

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AGENDA

1. Call To Order
2. Introductions
3. VOTE: Approval of Agenda
4. VOTE: Approval of July 21<sup>st</sup>, 2020 Meeting Minutes
5. DISCUSSION: TAP Funding Criteria Update
6. Other Non-Action Items of Interest to the Committee
  - Bike Ped Plan Update – Scope, Schedule, Goals
  - Upcoming Events
7. Project Updates
8. Future Agenda Items
  - ?
9. Next Roundtable Meeting Date: 12:00 p.m. on Tuesday, October 20, 2020
10. Adjournment

To join the meeting, please register in advance using the following information,

Register in advance for this meeting -

<https://us02web.zoom.us/meeting/register/tZUvcu6vrD8pG9B-xZ7o1LZx1fenQAc1K6ma>

After registering, you will receive a confirmation email containing information about joining the meeting.



## Existing Scoring Criteria for Transportation Alternatives Project (TAP) Funding

Scoring Criteria	Points
Multipurpose Aspect	15
Financial Plan	15
Quality of Site	15
Regional Need/Public Demand	15
Local Support	10
Other Plans	10
Urgency	10
Status of ROW	5
Economic Development	5
<b>Total</b>	<b>100</b>

## Proposed Criteria for TAP Funding

LRTP Goal	Objectives	Scoring Criteria
Enhance Multimodal Transportation Options	Increase bike/ped and transit modeshare, Offer choices that increase opportunities to walk, bike or use transit for transportation, Reduce SOV trips, Improve air quality, Incentivize the use of non motorized modes for transportation	<p><b>Active Transportation</b></p> <ul style="list-style-type: none"> <li>0 - Project does not improve active transportation choices</li> <li>5 - Project improves transportation by walking options</li> <li>5 - Project improves transportation by biking options</li> <li>5 - Project improves transportation by transit or shared micromobility</li> </ul> <p><b>Multipurpose Aspects</b></p> <ul style="list-style-type: none"> <li>0 - Project does not have a direct impact on utilizing non motorized transportation modes</li> <li>5 - Project incentivizes the use of non motorized modes for transportation</li> <li>10 - Projects connects and complements multimodal options through trails, on street bike facilities, transit, bikeshare and carpool stations</li> </ul> <p><b>Total Possible Points - 30</b></p>
System Connectivity	Close gaps in the regional trail network, Help build a continuous non motorized system, Improve connectivity from residential to commercial and employment areas, Enhance connectivity within and between modes	<ul style="list-style-type: none"> <li>0 - Project does not provide connectivity or fill a system gap</li> <li>5 - Project connects residential areas to employment or commercial areas</li> <li>5 - Project connects residential areas to parks and open spaces</li> <li>10 - Project fills a system gap within the on street or off street trail network</li> </ul> <p><b>Total Possible Points - 20</b></p>
Health and Environmental Sustainability	Invest in transportation options that remove barriers and improves equity for all, Offer travel choices that provide safe, affordable and healthy alternatives to driving, Reduce environmental impacts through green design features, Coordinate between transportation design and storm water runoff	<p><b>Environmental Justice</b></p> <ul style="list-style-type: none"> <li>0 - project is not within or does not benefit an EJ area</li> <li>5 - project benefits an EJ area</li> <li>10 - project is within an EJ area</li> </ul> <p><b>Stormwater and Green Design</b></p> <ul style="list-style-type: none"> <li>0 - project contains no green design or stormwater element</li> <li>5 - project contains at least 1 green design or stormwater element</li> <li>10 - project contains 2 or more green design or stormwater element</li> </ul> <p><b>Total Possible Points - 25</b></p>
Safety	Reduce the number and severity of non motorized crashes, Incorporate systemic safety improvements into project design, Prioritize investments in high crash locations, Incorporate protected bike lanes for on street projects, Prioritize safety improvements around schools to improve walking and biking opportunities	<p><b>Systemic Safety Features and High Crash Areas</b></p> <ul style="list-style-type: none"> <li>0 - project does not include systemic safety features/ located in a high crash area/ protected BL</li> <li>10 - project includes systemic safety improvements/features or is located in a high crash area</li> <li>10 - project incorporates protected bike lanes</li> </ul> <p><b>Safe Routes to School</b></p> <ul style="list-style-type: none"> <li>0 - Project is beyond 2 miles from a school</li> <li>5 - Project is located within 1/4 - 1/2 mile of school</li> <li>10 - project is within 1/4 mile of school</li> </ul> <p><b>Total Possible Points - 25</b></p>

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

**DATE:** September 8, 2020


**ITEM:** Motion – Approval of Professional Services Agreement – 2020 Asphalt Trail Renovation Program

**FINANCIAL IMPACT:** Expense not-to-exceed \$44,650.00 (Basic Services at \$20,050.00 and Resident Services at \$24,600.00) including reimbursable expenses to be paid from G/L account 500.000.000.5250.495. Funding will be covered out of available funds in the Trail Renovation CIP (Project No. 0510 027 2020).



**BACKGROUND:** Council is asked to approve an agreement with Bolton & Menk, Inc. for professional services related to preparation of plans for the renovation of a segment of Jordan Creek Trail between EP True Parkway (just east of Valley West Drive/Mills Civic Parkway) to 50<sup>th</sup> Street. The agreement includes all work necessary for asphalt repairs and overlay on the trail including Basic Services (topographic survey, preliminary design & design review, final design & review, project bidding), and Resident Services (project construction and administration).

**OUTSTANDING ISSUES:** None

**RECOMMENDATION:** That the City Council approve the agreement with Bolton & Menk

**Lead Staff Member:** David Sadler, Superintendent of Parks 

**STAFF REVIEWS**

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

**PUBLICATION(S) (if applicable)**

Published In	
Dates(s) Published	

**SUBCOMMITTEE REVIEW (if applicable)**

Committee	
Date Reviewed	

# CITY OF WEST DES MOINES CITY COUNCIL MEETING COMMUNICATION

DATE: July 20, 2020

**ITEM:** Motion – Approval of Professional Services Agreement – Fox Creek Greenway Trail, Preliminary Design

**FINANCIAL IMPACT:** Expense of \$7,750.00 to be paid from G/L account 500.000.000.5250.490. Funding will be covered out of available funds in the FY 20-21 CIP from the Fox Creek Greenway Trail (Project No. 0510 046 2020).

**BACKGROUND:** A developer is currently in the process of developing lands in this area which will include the greenway along Fox Creek. The development of this property, currently known as Pavilion Park, will require parkland dedication. It is anticipated that the greenway along Fox Creek will provide for these requirements. Staff wants to ensure that a trail can be placed along the greenway, including connecting to existing Whisper Point Park and other developments in this area. Civil Design Advantage has been working for multiple developers in this area, and recently for the City on the design of Whisper Point Park, so they have a good understanding of the area. Staff requested CDA provide a proposal for preliminary design services to determine trail feasibility and general location at this time. If feasibility of the trail is determined, a new agreement would be forthcoming for the design and construction administration of this trail.

The agreement with Civil Design Advantage, LLC is attached along with their proposal, scope of services, schedule and fees. Civil Design Advantage was selected for this project due to their previous work in this area, and past experience in this type of work. The City retains professional consultants based on their past work experience, qualifications, and availability.

**OUTSTANDING ISSUES:** None

**RECOMMENDATION:** That the Council approve the amendment agreement with Civil Design Advantage.

**Lead Staff Member:** David Sadler, Superintendent of Parks D.S.

**STAFF REVIEWS**

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

**PUBLICATION(S) (if applicable)**

Published In	
Dates(s) Published	

**SUBCOMMITTEE REVIEW (if applicable)**

Committee			
Date Reviewed			
Recommendation	Yes	No	Split

# CITY OF WEST DES MOINES CITY COUNCIL MEETING COMMUNICATION

DATE: August 3, 2020

- ITEM:** Public Hearing – Sugar Creek Greenway Trail, Phase 1
1. Resolution – Approval of Plans and Specifications
  2. Motion – Receive and File Report of Bids
  3. Resolution – Approve Contract

**FINANCIAL IMPACT:** Total contract amount of \$1,009,917.20. 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 (\$950,000 FY 20-21) in the Sugar Creek Greenway Trail, Phase 1 project account (0510 048 2020). Staff is also requesting approval to cover the remaining portion using available funding (\$400,000 FY 20-21) from the Woodland Hills Trail & Bank Stabilization (0510 090 2015). Sections of the Woodland Hills Trail are now anticipated to be installed by parkland dedication requirements on recently proposed residential development in this area, allowing for remaining funding to cover overages on the Sugar Creek Trail.

**BACKGROUND:** The Council is asked to approve the plans and specifications for the Sugar Creek Greenway Trail, Phase 1 and to receive and file the report of bids that is attached. Nine (9) bids were received for the project with the lowest responsible bid submitted by RW Excavating Solutions of Prairie City, Iowa. The preliminary estimated cost prepared by Snyder & Associates for the project was \$1,129,832.

This resolution is for Phase 1 of a multi-phased project which will include the construction of trail located on the west side of Sugar Creek between Booneville Rd and just north of Stagecoach Dr. Project will include construction of a 12' wide concrete trail and 10' wide pedestrian bridge over Sugar Creek with a trail connection to Woodland Hills Park. The trail will be constructed of 6" reinforced concrete, will utilize grade separation under new bridges, and will include connections to existing sidewalks located along these streets.

**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 Sugar Creek Greenway Trail, Phase 1 in the amount of \$1,009,917.20.

**Lead Staff Member:** David Sadler, Superintendent of Parks *DS*

**STAFF REVIEWS**

Department Director	Sally Orgies, Director of Parks and Recreation <i>SO</i>
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	July 24, 2020

**SUBCOMMITTEE REVIEW** (if applicable)

Committee	N/A		
Date Reviewed			
Recommendation	Yes	No	Split



# CITY OF WEST DES MOINES CITY COUNCIL MEETING COMMUNICATION

DATE: August 3, 2020

**ITEM:** Motion – Approval of Professional Services Agreement Amendment #2 – Sugar Creek Greenway Trail Phase 1

**FINANCIAL IMPACT:** Expense of \$86,000.00 to be paid from G/L account 500.000.000.5250.490. Funding will be covered out of available funds in the FY 19-20 CIP from the Sugar Creek Greenway Trail (Project No. 0510 034 2018).

**BACKGROUND:** Under the original approved agreement from 9/3/19, Snyder & Associates completed professional services related to preparation of construction documents for the Sugar Creek Trail (Phase 1 from Stagecoach Dr to Booneville Road). That scope included preparation of construction documents for this trail segment, as well as a pedestrian bridge across Sugar Creek with connection to Woodland Hills Park. Services included topography and boundary survey, engineering design, structural design for pedestrian bridge, geotech investigation, hydrology/hydraulic studies and project specifications. That contract was amended (Amendment #1) on 5/18/20 to include 1. Survey Tasks (preparation of easement plats for a segment of trail on property owned by the Woodland Hills Homeowners Association, additional staking of property lines, additional topographic survey), 2. Geotechnical Tasks (additional time for soil borings), 3. Final Plan Modifications. This amendment (Amendment #2) is to include construction phase services including 1. Project Administration, 2. Construction Administration, 3. Construction Observation – Trail, 4. Construction Observation – Bridge & Culvert, 5. Construction Observation – Geotechnical, and 6. Record Drawings. The amendment to the agreement with Snyder & Associates is attached along with their scope of services, schedule and fees.

**OUTSTANDING ISSUES:** None

**RECOMMENDATION:** That the Council approve the Agreement Amendment #2 with Snyder & Associates.

**Lead Staff Member:** David Sadler, Superintendent of Parks (DS)

**STAFF REVIEWS**

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

**PUBLICATION(S) (if applicable)**

Published In	
Dates(s) Published	

**SUBCOMMITTEE REVIEW (if applicable)**

Committee			
Date Reviewed			
Recommendation	Yes	No	Split