

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

AGENDA

5:30 p.m.

**Thursday, November 4, 2021
City Council Chambers, City Hall
4200 Mills Civic Parkway**

**Members of the public wishing to participate telephonically, may do so by calling:
515-207-8241, Enter Conference ID: 320 295 353#**

- 1. Call to Order / Approval of Agenda**
- 2. Citizen Forum**
- 3. Introduction of New Commissioner – Diane Witt**
- 4. Approval of Minutes of September 2, 2021 Meeting**
- 5. Old Business**
- 6. New Business**
 - A. Motion – Election of Vice Chair
 - B. Presentation – Trail Inspection Program
- 7. Committee Reports**
 - A. Education and Encouragement Committee
 - B. Enforcement and Evaluation Committee
 - C. Engineering Committee
- 8. Staff Reports**
 - A. Engineering
 - B. Public Services
 - C. Police
 - D. Parks and Recreation
- 9. Other Matters**
- 10. Receive, File and/or Refer**
 - A. Des Moines Area MPO, Central Iowa Bicycle – Pedestrian Roundtable Packet
 - B. City Council Communications
 - C. Commission Goals/Objectives

WEST DES MOINES BICYCLE ADVISORY COMMISSION MEETING MINUTES
Thursday, September 2, 2021

The regular meeting of the West Des Moines Bicycle Advisory Commission was called to order in the City Hall Council Chambers on Thursday, September 2 at 5:35 p.m. by Mindy Moore.

Commission	Tom Suckow <i>Chair</i>	Nick Welter	Lyndley Kent	Missy Berg
Present			Arrived at 5:33p	X
Commission	Steve Welsh	Steve Herwig	Mindy Moore Vice Chair	
Present		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>	Hannah Guck <i>Parks & Recreation Secretary</i>
Present	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>	Jason Bryan <i>Police Sergeant</i>
Present			X	X

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

On Item 1. Approval of Agenda

Herwig moved to approve the agenda as presented. Berg seconded. Motion carried, 4 ayes.

On Item 2. Citizen Forum

No report.

On Item 3. Approval of Minutes of June 3, 2021 Meeting

Herwig moved to approve the June 3, 2021 minutes as presented. Berg seconded. Motion carried, 4 ayes.

On Item 4. Old Business

No report

On Item 5. New Business

A. Motion – Approve Recommendation for Bicycle Facilities – Boonville Road from South Jordan Creek Parkway to South 88th Street

Peterson updated the Commission on the current Bicycle Master Plan which shows a future on-street bicycle facility on Boonville Road. A bike route is still desired to connect to a future park and sidepath trails on South Jordan Creek Parkway and South 88th Street. Given the forecasted traffic volume and speed, a sidepath trail is being planned for Boonville Road instead of an on-street facility. Petersen is seeking approval from the Commission to modify the Bicycle Master Plan to remove the planned on-street facility on Boonville Road from South Jordan Creek Parkway to South 88th Street to be replaced with an off-street sidepath trail. Moore moved to approve the recommendation as presented by staff. Motion carried, 4 ayes.

On Item 6. Committee Reports:

On Item 6 A. Education and Encouragement Committee

No report

On Item 6 B. Enforcement and Evaluation Committee

No report

On Item 6 C. Engineering Committee

No report

On Item 7. Staff Reports:

On Item 7A. Engineering

Peterson presented updates on current and future street projects to the Commission.

On Item 7B. Public Services

No report

On Item 7C. Police

Bryan updated the Commission regarding the Helmet Safety Program. Earlier in the month the Police Department attended a Community Service project which helped continue their efforts to hand out helmets to those who needed one. Bryan stated he received an email from a resident saying she appreciated the presence of Police Officers on the trails which made her feel safer.

On Item 7D. Parks and Recreation

Sadler updated the Commission regarding projects.

1. A Ribbon Cutting is set for October 14 at 4:30 pm for Phase 1 of the Sugar Creek Trail.
2. Jordan Creek Trail renovation between EP True to 50th Street will begin in September.
3. Valley Junction Levee Trail connection project is set to begin in the Fall.

Ortgies presented a video of the Raccoon River Pedestrian Bridge project. The Grand Opening of the MidAmerican Energy RecPlex is scheduled for October 3 with a public open house from 2:00-4:00 pm. Ortgies asked Berg to inform the Commission regarding the Raccoon River Rally on October 2 with a theme of "Bikes, Boats, Beer & Bands". Ortgies stated a portion of the proceeds will go to the Raccoon River Pedestrian Project.

On Item 8. Other Matters

No report.

On Item 9. Receive, File and/or Refer

On Item 9A. Des Moines Area MPO, Central Iowa Bicycle – Pedestrian Roundtable Packet

On Item 9B. City Council Communications

Herwig motioned to adjourn the meeting. Berg seconded. Motion carried, 4 ayes. The meeting adjourned at 6:25p.m.

Respectfully submitted,

Hannah Guck
Secretary

ATTEST:

Tom Suckow
Chair

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


DATE: November 4, 2021

ITEM: Motion - Election of Vice Chair

FINANCIAL IMPACT: None.

SYNOPSIS: The Bicycle Advisory Commission is asked to elect a Vice Chair to fill the vacancy created when Mindy Moore resigned from the Commission.

RECOMMENDATION: That the Commission nominate and elect a Vice Chair.

Prepared by: Sally Ortgies, Director of Parks and Recreation 
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, September 21, 2021

Burnham Room, MPO Office

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

AGENDA

1. Call To Order
2. Introductions
3. VOTE: Approval of Agenda
4. VOTE: Approval of August 17th, 2021 Meeting Minutes
5. PRESENTATION: New and Innovative Multimodal Efforts Across the Metro
 - Indianola's Micromobility Program, Charlie Dissell, City of Indianola
 - Polk County Conservation Plans, Adam Fendrick, PCC
 - Four Mile Creek Greenway
 - Copper Creek MTB Trails
 - Sleepy Hollow Sports Park
 - Marathon Loop & Raccoon River Ped Bridge Projects, Marco Alvarez, City of WDM
6. Other Non-Action Items of Interest to the Committee
 - Upcoming Events, MPO
 - Other
7. Project Updates
8. Future Agenda Items
 - ?
9. Next Roundtable Meeting Date: TBD
10. Adjournment

Login Information:

Join Zoom Meeting

<https://us02web.zoom.us/j/81257724314>

Meeting ID: 812 5772 4314

One tap mobile

+13126266799,,81257724314# US (Chicago)

+19292056099,,81257724314# US (New York)



Central Iowa Bicycle-Pedestrian Roundtable

12:00 p.m., Tuesday, August 17, 2021

Burnham Room, MPO Office

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

MINUTES

Roundtable Attendees Present

- | | |
|---|---------------------------------------|
| Colby Fangman, City of Des Moines | Mike Armstrong, Street Collective |
| Jeff Wiggins, City of Des Moines | Jared Morford, Iowa Bicycle Coalition |
| Mindy Moore, Snyder and Associates | Carl Voss, Street Collective |
| Ryan Weimold, Story County Conservation | Loren Lown, Citizen |
| John Peterson, Citizen | Dave Millburn, Johnston Trailblazers |
| Jeff Cook, Friends of CVT | |
| Jenifer Bates, Shive Hattery | |
| Eric Holt, Shive Hattery | |
| Jeremy Lewis, Street Collective | |

MPO Staff Present

Sreyoshi Chakraborty

1. **Call To Order – 12:00 PM**
2. **Introductions**
3. **VOTE: Approval of Agenda**
4. **VOTE: Approval of May 18, 2021 Meeting Minutes**
5. **PRESENTATION: Johnston Trail Development Efforts, Dave Milburn, Johnston Trailblazers**

Dave Millburn provided an update on Johnston’s efforts in improving their trail development efforts to better connect Johnston to the surrounding Central Iowa trails. Currently, it is challenging if one is trying to get to the Central Iowa trails on a bike from Johnston. A group called Johnston Trailblazers have been

Central Iowa Bicycle-Pedestrian Roundtable

meeting over the past few months. The goals of this group is to better connect Johnston to the surrounding regional trail system, improve safety, wayfinding and promote creation of Bike and Water Trailhead at Merle Hay and I-80. They have received support from the AARP and helped secure \$15,000 grant funding for wayfinding improvements. Dave shared the wayfinding design concept developed.

6. UPDATE: 2021 Bike Month, Mike Armstrong, Street Collective

Mike from Street Collective announced that September is being celebrated as Bike Month this year instead of May with a variety of community events, rides, and fundraising efforts planned for the entire month. Most events are outside. Several new events are planned this time. All information and a calendar of events are available on their Facebook page as well as on their website at <https://www.dsmstreetcollective.org/bike-month-sept>. In the future there are plans to include pedestrian and transit related activities in addition to bikes only.

7. DISCUSSION: Motorized Devices on Trails Follow-up Discussion, Roundtable

The discussion regarding the issue of allowing motorized devices such as one wheelers on trails was recapped again. Roundtable members saw a demonstration last month to see how they performed on the trails. The general preference so far has been to develop a criteria-based allowance rather than a blanket policy across the board. The Des Moines Trails and Greenways Committee is also looking at this issue and saw a demo as well. Some residents have also reached out to City of Des Moines to ask about being able to commute on these on the trails. One of the demonstrators indicated they sell about 10 of these a week. Therefore there is expectation for this conversation to continue. All the different policies out there should be talking to each other.

8. UPDATE: MPOs Permanent Trail Count Program, MPO

The MPO kicked off its permanent trail counter program earlier this year and programmed funding to install three permanent multi use counters. Those counters have now been installed – one along Copper Creek Lake on GLW Trail, the second on CVT north of I-80, and the third on HTT north of Ankeny. MPO staff shared count data that is uploaded daily. The MPO has also secured \$24 , from the Wellmark Foundation for installation of the next 5 counters. Staff will work with communities to finalize the next five locations for installation of the counters over the next few months. The MPO also intends to make available these counts through an interactive map so it is easily accessible to anybody who might need the count data.

9. Other Non-Action Items of Interest to the Committee

- MPO might seek comments on improving/tweaking the TAP application questions before the next funding cycle
- Upcoming events and webinars were presented
- There will be a session on Micromobility at the upcoming Iowa APA Conference in October. It is being held in Des Moines this year so might be of interest to some

10. Project Updates

City of Des Moines – Bill Riley Trail Underpass was completed mid July, Meredith Trail landslide between 7th and 9th Street bridges is nearly complete and expected to be open in September for Bike Month, work around Principal Riverwalk wrt levy improvements is starting to wrap up in the Spring of 2022, the John Pat Dorian and Carl Voss Trail on the east side of the River will be impacted by the levy improvements and then they'll jump back to phase B on the north side.

For those that are interested in the connection between the High Trestle Trail and RRVT, construction on the next two phases has begun, two phases are complete and construction on next two have begun, working on fundraising for the rest.

11. Future Agenda Items

- Send to Sreyoshi

12. Next Roundtable Meeting Date: 12:00 p.m. on Tuesday, September 21, 2021 – Online,
will likely go to in person with hybrid option from October

13. Adjournment

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

DATE: September 20, 2021

ITEM: Motion – Approval of Professional Services Agreement – 2021 Concrete Trail Renovation Project

FINANCIAL IMPACT: Expense of \$23,625.00 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 multiple sections of concrete trail. The renovations include primarily the redesign and replacement of concrete ramps located at street crossing and bringing them into compliance with ADA. The agreement includes all work necessary for the design of these ramps, bidding services and construction administration.


The consultant was selected due to their past experience in this type of work. The agreement with Bolton & Menk is attached along with their proposal, scope of services, schedule, and fees.

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 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	

Bicycle Advisory Commission

Goals and Objectives for 2021-2023

(Status update on objectives as per 10/28/21)

Engineering Goals

- Provide a safe and enjoyable trail system
- Develop trail connections with other Des Moines metro cities and counties
- Provide safe and convenient bicycle access to the community
- Ensure that the trails and on-street bikeways are properly designed and maintained
- Expand the bike network and increase connectivity through the use of different types of on-street bicycle facilities
- Increase amount of bicycle parking at popular destinations
- Adopt a complete streets policy

Engineering Objectives

- A. Incorporate bicycle friendly components into the University Avenue Corridor Redevelopment.
 Status: This plan is currently in the works and does include multiple bicycle friendly components. High level discussion items have included designated bike lanes along Westtown Parkway and N/S bike lanes as connections between WDM and Clive along 28th and 42nd. Also recommending other bike and ped improvements including refuge islands at major street crossings, public transportation hubs, and other improvements to expand equity.
- B. Update Bicycle Master Plan to reflect the city's updating of the Comprehensive Plan
 Status: Development Services Department currently working on update for Comprehensive Plan. Parks staff has looked at some of the preliminary updates, but Bicycle Master Plan cannot be officially updated until the Comp Plan is formally updated and approved.
- C. Further expand trail network and connectivity (another possible objective)
 Status: Although not necessarily on-street facilities, several segments of side path trails are currently being added and incorporated into several major street projects including Grand Prairie Parkway (south of Mills Civic), Grand Avenue (west of 88th Street), and County Line Road (east of Veteran's Parkway).

Education Goals

- Promote overall safety awareness for bicyclists
- Educate street users, both cyclists and drivers, to share the streets and interact safely
- Provide education on laws related to bicycling to both bicyclists and motor vehicle drivers

Encouragement Goals

- Promote recreational/family riding and trail safety
- Enhance the trail and on-street bike facility signage program with wayfinding signs
- Promote bicycling in general and communicate the many benefits of bicycling
- Encourage employers to facilitate bicycle use among employees
- Promote intermodal travel public transportation and bicycling
- Provide broad range of bicycle facility choices for users of various abilities and comfort levels

Education and Encouragement Objectives

- A. Promote BAC initiatives via social media with a focus in May for Bike Month
 - * BCycle station in RRP
 - * New rider education
 - * Helmet promoting
 - * Sharrow program

- * Trail stats & data

- * Provide practical info such as metro maps

Status: This will be the third year for the BCycle station at RRP. This is managed by the Iowa Bike Collective and has been very successful. They noted it was in the top 5 most used stations in the metro. Parks and police staff applied for a WDM Community Foundation grant for a bike helmet program. This provided funding to purchase a new bike pull cart and helmets that are distributed as part of the Police Department's Bike Patrol program. Several helmets have been distributed throughout the summer months. New sharrow lines were painted in June 2021.

B. Revamp Mayors Bike Ride

- * Move to a different date

- * Partner with another event

- * Trails vs on street

- * Change name? "Bike Day or Bike Festival"

Status: This year's Mayors Annual Bike Ride was again held in May at Raccoon River Park. This was one of the more successful rides likely due to excellent weather. Incorporated a pancake breakfast and there were an estimated 75 riders in the event.

C. Promote in person events

- * HyVee events

- * Ice Cream socials

- * Bike Day in May

- * 4th of July parade (move Bike Camp to week before?)

- * Amphitheater events

Status: Held a series of Ice Cream socials throughout the summer at (3) newer neighborhood parks. Parks and Recreation Staff, along with members from Park & Rec Advisory Board, Friends of WDM Parks, and BAC present to promote their respective initiatives.

D. Increase availability of bike usage

- * Look into rentable bikes at RRP Boathouse

- * Additional BCycle stations

E. Promote additional partnerships

- * Public Art Commission

Status: Staff initiated "Walk & Roll" theme for next year's WDMurals program which will encourage artists to depict how trails are used in their designs. Appointed BAC commissioner onto the selection committee.

F. Trail Signage

- * Education and Wayfinding

- * Trail etiquette

Enforcement Goal

- Ensure all applicable City policies, plans, codes and programs are updated, implemented, and enforced
- Protect the rights of cyclists to operate legally on the roads, protect cyclists against careless, reckless or dangerous driving, and ensure cyclists follow the laws and operate safely

Evaluation Goals

- Evaluate bicycle related projects and collect usage data
- Reduce the number of bicycle crashes in the community
- Achieve highest level possible in Bicycle Friendly Community program

Enforcement and Evaluation Objectives

- A. Utilize 'Strava' and other cycling applications
 - *Track usage routes and compare to City's on-street facilities
- B. Utilize traffic counts
 - *Count bike usage data at certain intersections and compare to City's on-street facilities
- C. Trail counter program
 - *Follow lead of MPO on new counter program
 - *Continue to track bike usage at specific locations
- D. Track number of additional miles of trails and on street facilities
- E. Utilize 'Data Bike' collection related to conditions of existing trails