

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

**AGENDA**

**5:30 p.m.  
Thursday, April 4, 2024  
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: 721 357 106#**

- 1. Call to Order / Approval of Agenda**
- 2. Citizen Forum**
- 3. Approval of Minutes of January 4, 2024 Meeting**
- 4. Presentation – 2023 Trail Counter Summary**
- 5. Old Business**
- 6. New Business**
- 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

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 (515) 222-3444 to have accommodations provided.

**WEST DES MOINES BICYCLE ADVISORY COMMISSION MEETING MINUTES  
Thursday, January 4, 2024**

The regular meeting of the West Des Moines Bicycle Advisory Commission was called to order on Thursday, January 4, at 5:30 p.m. by Chair Berg.

<b>Commission</b>	Missy Berg <i>Chair</i>	Nick Welter <i>Vice Chair</i>	Lyndley Kent	Bobby Kennedy
<b>Present</b>	X	X	X-Arrived at 5:33 p.m.	X-Arrived at 5:32 p.m.
<b>Commission</b>	Michael Berry	Steve Herwig	Diane Witt <i>Secretary</i>	
<b>Present</b>	X	X	X	

<b>Staff</b>	Ryan Penning <i>Director of Parks &amp; Recreation</i>	Marco Alvarez <i>Superintendent of Parks</i>	Eric Doll <i>Park Planner</i>	Tina Tate <i>Parks &amp; Recreation Administrative Assistant</i>
<b>Present</b>	X	X		X
<b>Staff</b>	Joe Cory <i>Deputy Director of Public Services</i>	Eric Petersen <i>Traffic Engineer</i>	Jason Bryan <i>Police Sergeant</i>	
<b>Present</b>	X		X	

<b>Council</b>	Matt McKinney <i>City Council Liaison</i>			
<b>Present</b>				

**On Item 1. Approval of Agenda**

Welter moved to approve the agenda as presented. Berry seconded. Motion carried unanimously.

**On Item 2. Citizen Forum**

No Report.

**On Item 3. Approval of Minutes of November 2, 2023 Meeting**

Kennedy moved to approve the minutes as presented. Herwig seconded. Motion carried unanimously.

**On Item 4. Old Business**

No Report.

**6. New Business**

**On Item 5A. Motion – Approval of Commission meetings for 2024**

Penning discussed changing the meeting structure to quarterly instead of monthly. This will allow more time for committees to meet and address action items. The third meeting will be held a month early due to the 4<sup>th</sup> of July holiday. The proposed schedule for the remaining meetings in 2024 will be April 4, June 6, and October 3. If necessary, another meeting can be scheduled with proper notification.

Welter moved to approve the Commission meetings for 2024 as presented. Witt seconded. Motion carried unanimously.

**Committee Reports**

**On Item 7A. Education and Encouragement Committee**

Alvarez stated that the Committee met in early December to discuss the Mayor's Bike Ride. Because of the low participation in previous years, the Committee recommended renaming and restructuring the event. One suggestion would be to offer two separate dates geared towards different audiences. The event scheduled in June would be more family-oriented while the other event in the fall would be for more experienced cyclists. Kennedy discussed potentially creating a children's bike rodeo as part of Park Palooza for the summer event. Bikes would be provided so that attendees will not have to transport or park their own. Alvarez stated that completion of the Athene Pedestrian Bridge is scheduled for next fall. Because construction is not always predictable, it was discussed to plan an event in Spring 2025 for a second informal opening of the bridge that may include a lengthier bike ride.

Penning emphasized the importance of continually evaluating and adjusting programs when needed. This year, Raccoon River Rally and Park Palooza will be held on the same date to create a larger event that could increase participation in the bike rodeo as well.

**On Item 7B. Report – Enforcement and Evaluation Committee**

No Report.

**On Item 7C. Report – Engineering Committee**

No Report.

**Staff Reports:**

**On Item 8A. Engineering**

No Report.

**On Item 8B. Public Services**

No Report.

**On Item 8C. Police**

No Report.

**On Item 8D. Parks and Recreation**

Alvarez stated that the entire trail system is currently being inspected. The asphalt trails have just been completed and the concrete trails will be evaluated next to determine how maintenance funds will be spent. Plans are being finalized for the next phase of the single-track trail at Southwoods Park which will go out to bid for construction this season. The plan for Sugar Creek Phase 2 which is located from Stage Coach to Mills Civic Parkway is almost completed. The plans will be finalized once details related to a development adjacent to the trail are received. The weather has helped with the construction of the Athene Pedestrian Bridge allowing one of the four spans to be installed.

Penning discussed the awards received by Des Moines Parent Family Favorite. West Des Moines Parks and Recreation received the award for best overall Parks and Recreation Department. Raccoon River Park was awarded the best park. The Raccoon River Park playground was the runner-up for the best playground. The Annual Report is currently being prepared and will be submitted to City Council for the budget meeting held on Saturday, February 24. This report highlights the accomplishments the Department has made throughout the year.

**On Item 9. Other Matters**

No Report.

**On Item 10. Receive, File and/or Refer**

A. Des Moines Area MPO, Central Iowa Bicycle

Herwig moved to adjourn the meeting. Welter seconded. Motion carried unanimously. The meeting was adjourned at 5:45 p.m.

Respectfully submitted,

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Tina Tate  
Administrative Assistant

ATTEST:

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Diane Witt  
Commission Secretary



**Central Iowa Bicycle-Pedestrian Roundtable**

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**12:00 p.m., Tuesday, February 20, 2023**

**Burnham Room, MPO Office**

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

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**Login Information**

**MEETING RECORDING LINK**

Passcode: Vy&YDY40

Meeting ID: 812 5772 4314

One tap mobile

+13126266799, 81257724314#

**Roundtable Attendees Present:**

Matt Burkey: Iowa Bicycle Coalition

Jeff Wiggins: City of Des Moines

Carl Voss: City of Des Moines

Nicole Van Houten: City of Bondurant

Bobby Kennedy: Street Collective

Andrea Boulton: INHF

Tyler Jensen: Snyder + Associates

Lauren Kollouf: The Avenues

Rob Haaland: Snyder + Associates

Carol Maher: Citizen

Eric Doll: West Des Moines

Eka Wijaya: Drake

**MPO Staff Present:**

Carl Saxon

Zhi Chen

**1. Call To Order – 12:01 p.m.**

**2. Introductions**

**3. VOTE: Approval of the Agenda**

MOTION: Jeff Wiggins | SECOND: Bobby Kennedy

MOTION PASSES.

**4. VOTE: Approval of December 19, 2023 Meeting Minutes**

MOTION: Rob Haaland | SECOND: Bobby Kennedy

MOTION PASSES.

**5. DISCUSSION: Trails Planning and GIS Subcommittees Updates**

Discussed field classification updates to for regional trails. Discussed the regional interactive map being out of date and inaccurate. The Trails Planning subcommittee will bring a map back to the roundtable to approve the official regional trails in the April / May timeframe. Street collective is currently

updating their paper maps. There is a opportunity to work in conjunction to with the street collective as they update their map as well.

**6. DISCUSSION: Roundtable Public Openhouse**

Public involvement has been lacking. The roundtable would like to encourage more participation by hosing a more social event to engage with the public and provide project updates by each member city. An event in both metro center as well as a suburban partner would be most ideal for each spring and fall events. Each member city is encouraged to attend and table and engage with the public to solicit feedback.

**7. DISCUSSION: Regional E-Bike Rebate Program**

Iowa APA Webinar was well attended. The MPO is looking for feedback on how our area can outline a successful program. This program would subsidize the purchase of a new ebike from a local bike shop. There would be an equity component for income qualified individuals as well. The great success of the Denver E-Bike program is encouraging to tackle multiple issues the MPO is working on such as achieving mode split targets and carbon reduction of transportation. E-bike charging stations may be another initiative to look into.

**8. DISCUSSION: Regional Trail Marketing for Tourism**

Discussion at the Iowa Bike Summit introduced the idea of trail marketing to help grow local businesses along the trails. It was suggested that we reach out to Iowa Tourism. They provide grants to promote tourism in Iowa. Marketing campaigns have been funded in the past. Perhaps a regional trails marketing campaign could receive a grant in the future. Grant cycles are due in the fall. It was suggested to put together a regional trails itinerary that could be marketed to possible trail users from outside the area. The challenge brought up was surrounding the lack of a central body that oversees the trails. There is no staff that oversees the trails and is made up of volunteers. Catch Des Moines has a campaign that includes 5 loops in the metro currently.

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

**10. Upcoming Events & Notable News**

May 8<sup>th</sup> is National Walk/Bike/ Roll to school. May 4<sup>th</sup> is the Mayor's bike ride in Des Moines. Bike month starts May 1<sup>st</sup>.

A crosswalk bill is proposed in the legislature to update the language to include users on bikes and in wheelchairs and strollers. Another bill is proposed to make hands free cellphone use law.

**11. Next Roundtable Meeting Date: March 19<sup>th</sup>, 2024**

**12. Adjournment – 12:48 p.m.**

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