

**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.

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

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

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

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 4th 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,

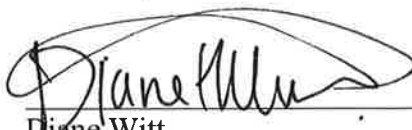


Tina Tate
Administrative Assistant

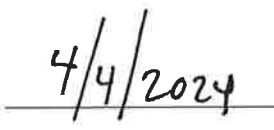


4/4/2024

ATTEST:



Diane Witt
Commission Secretary



4/4/2024