

MEETING MINUTES
PUBLIC SERVICES COUNCIL COMMITTEE

Monday, November 11th, 2024
City of West Des Moines Training Room

In Attendance:

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| Council Member Matthew McKinney | City Engineer – Brian Hemesath |
| Council Member – Kevin Trevillyan | Deputy Public Services Director – Joe Cory |
| Deputy City Manager – Jamie Letzring | Principal Engineer – Jason Schlickbernd |
| City Attorney – Greta Truman | Principal Engineer – Nick Rentel |
| Finance Director – Tim Stiles | Principal Engineer – Ben McAlister |
| Parks & Recreation Director – Ryan Penning | Transportation Engineer – Jim Dickinson |
| Park Superintendent – Marco Alvarez | Transportation Engineer – Eric Petersen |
| Community & Economic Development Director – Ryan Moffatt | |

Guests in Attendance:

Item # 1: Lyanne McGuire and John Junginger 4500 Park Drive

Meeting was called to order at 11:32 AM by City Engineer, Brian Hemesath.

1. Deferral of Sewer Connection Requirement – 4500 Park Drive (NR)

Issue Summary:

The property owner at 4500 Park Dr (Lyanne McGuire) inquired about sanitary sewer access, following a failed septic inspection conducted by Polk County. The residences along the private streets of the Western Woods area do not have an adjacent sanitary sewer main and are not within an existing fee district. The closest sewer access to this specific property is in the southeast corner of the 4604 Park Dr. Polk County has authoritative control over private onsite wastewater treatment systems and follows the requirements of Chapter 69 of the Iowa Administrative Code (IAC) Section 567.

Property owners that need to replace or perform major maintenance on a septic tank, distribution box, or lateral field are subject to the IAC requirements for connection to public sanitary sewer if they fall within the required distance. IAC indicates public sanitary sewer is deemed available if it is located within 200 feet of the subject building. 4500 Park Dr is approximately 235 feet from public sanitary sewer. Section 7-8A-3 of the City of West Des Moines Code of Ordinances provides that a connection is required if public sanitary sewer is located within 400 feet of the subject property line.

Public sanitary sewer is approximately 100 feet from the property line of 4500 Park Dr. This property is not required to connect per IAC, but is required to connect per City of West Des Moines Code. Public sanitary sewer main would be required to be extended to the east through the neighboring parcel to the west (4604 Park Dr). The main would need to be designed by a licensed engineer to City standards and reviewed by Engineering Services. A rough estimate of costs would be in the range of \$50,000, for the survey, design, and construction of this public main. The property owner will incur all these associated costs. Future fee district sewer would likely be constructed on the east side of 4500 Park Dr, along S 45th Ct.

Principal Engineer Nick Rentel explained Staff looked at a few different options to see if a service would be feasible. There is an existing public utility easement on the property and after conferring with Legal Staff it was determined a private sewer cannot be installed within a public utility easement without permission from the property owner. Mr. Rentel added due to the costs incurred by the property owners to extend the existing main, Staff recommends granting the property owner a deferral until a sewer district is established.

Lynneanne McGuire and John Junginger of 4500 Park Drive expressed that the cost to install the sewer is prohibitive and would impact their existing trees, fence line, and require a trench through their neighbors backyard.

Council Member Kevin Trevillyan was supportive of granting the deferral for the property owners.

Council Member Matthew McKinney was also supportive of granting the deferral but wanted to make sure the reasons for the deferral were well documented.

Direction: Committee members were in agreement to defer the connection requirement of City Code 7-8A-3 and allow the replacement/repairs to the private onsite wastewater treatment system.

2. No Parking Zones on Maple Street and Meadow Lane (JD)

Issue Summary:

Vehicles parking periodically on the south side of Maple Street and Meadow Lane near the intersection of Valley West Drive has created traffic congestion for vehicles turning off Valley West Drive onto Maple Street and Meadow Lane. To solve this issue, an ordinance would be required to remove parking from the south side of Maple Street for 110 feet east of the Valley West Drive centerline as well as from the south side of Meadow Lane for 115 east of Valley West Drive centerline. This ordinance would impact the ability for a few houses along those streets to park adjacent to their homes.

Council Member Kevin Trevillyan confirmed the no parking signs would include words as opposed to imagery. Transportation Engineer Jim Dickinson confirmed both of the signs would include words.

Direction: Committee members were in favor of removing parking from the south side of Maple Street for 110 feet east of the Valley West Drive centerline as well as from the south side of Meadow Lane for 115 east of Valley West Drive centerline.

3. Review of Items for Council Meeting (November 18th, 2024)

ENGINEERING COUNCIL AGENDA ITEMS:

CONSENT AGENDA

Resolution – Accepting Work \$3,657,283.50

- **South Service Area Segment 4 & 10 Sewers**
(0510-007-2020) Minger Construction Companies, Inc. 640.000.000.5250.490 *Sewer Fee Revenue*

Resolution – Accepting Work \$9,965,968.13

- **South Service Area Segment 8 Sewer**
(0510-047-2022) S.M. Hentges & Sons, Inc. 640.000.000.5250.490 *Sewer Fee Revenue*

Resolution – Accepting Work \$356,564.00

- **Grand Avenue Sewer Abandonment**
(0510-043-2023) RW Excavating Solutions, LC 640.000.000.5250.490 *Sewer Fee Revenue*

Motion – Approving Change Order No. 6 \$41,748.40

- **South Service Area Segment 8 Sewer**
(0510-047-2022) S.M. Hentges & Sons, Inc. 640.000.000.5250.490 *Sewer Fee Revenue*

Motion – Approving Amendment No 2 to Professional Services Agreement \$6,625.00

- **SE Fire Training Facility**
(0510-026-2021) Farnsworth Group, Inc. 500.000.000.5250.495 *Microsoft Alluvion Urban Renewal Area TIF*

Motion – Approving Amendment No 2 to Professional Services Agreement \$640,000.00

- **Grand Avenue Reconstruction, I-35 to South 60th Street**
(0510-035-2022) Kirkham Michael & Associates, Inc. 500.000.000.5250.495 *Mills Urban Renewal Area TIF*

Resolution – Approving Deferral of Sewer Connection Requirement

- **4500 Park Drive**

Resolution – Establishing Just Compensation & Approving Acquisition of Property

- **SW Kerry Street, Woodland Avenue to SW 60th Street**
(0510-020-2024) 500.000.000.5550.730 *Ruthenium Urban Renewal Area TIF*

Resolution – Establishing Just Compensation & Approving Acquisition of Property

- **Woodland Avenue, Veterans Parkway to SW Kerry Street**
(0510-021-2024) 500.000.000.5550.730 *Ruthenium Urban Renewal Area TIF*

PUBLIC HEARINGS

Resolution – Awarding Contract \$762,198.83

- **2024 PCC Patching Program Phase 2**
(0510-005-2024) Skol Trucking 500.000.000.5250.490 *General Obligation Bonds and Road Use Tax*

NEW BUSINESS

Motion – Approving Traffic Code Amendment – 1st Reading

- **No Parking Zones on Maple Street and Meadow Lane**

OLD BUSINESS

Motion – Approving Vacation of Public Right of Way – Waive 2nd & 3rd Reading Adopt Ordinance

- **Cascade Avenue**

PARKS & RECREATION COUNCIL AGENDA ITEMS:

Resolution - Ordering Construction

- **Ashawa and Wild Rose Play Equipment Replacement**

(0525 039-0510 048 2024 and 0525 042-0510 059 2024) Bolton & Menk, Inc.
500.000.000.5250.490 *General Obligation Bonds*

4. Staff Updates:

City Engineer Brian Hemesath provided an update on the Ashworth Road project. Friday, November 8th, 2024, Staff met with the consultant to discuss potential alternatives for discussion with the property owners of Ashworth Road from 19th Street to 23rd Street. A public meeting will be held on December 5th, 2024 at 5:30 in the City Hall Council Chambers, for affected property owners from 19th to 23rd only. Notice of the public meeting will go out to those property owners this week via mailing.

5. Other Matters:

Council Member Matthew McKinney inquired about subcommittee meetings being more accessible to residents. He mentioned this was discussed previously with Council Members during the City's budget meetings.

Jamie Letzring Deputy City Manager advised she would have the City Manager follow up with Council regarding the topic.

The meeting adjourned at 12:00 pm. The next Public Services Council Committee meeting is scheduled for November 25th, 2024.

A recording was made. Respectfully submitted by Juanita Greer, Executive Assistant to Director.