

WEST DES MOINES BICYCLE ADVISORY COMMISSION
Thursday, October 1, 2015

The regular meeting of the West Des Moines Bicycle Advisory Commission was called to order on Thursday, October 1, 2015, at 5:32 p.m. by Steve Gatton.

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|-------------------|-----------------------|-----------------|---------------|-------------|--------------|
| Commission | Joel Wolcott | Brittany Freund | Kip Albertson | Helen Eddy | Steve Gatton |
| Present | X | X | X | X | X |
| Commission | Margaret Christiansen | Spencer Cox | Amanda Kelley | Greg France | |
| Present | | | X | X | |

| | | | | |
|----------------|---|---|---|--|
| Staff | Gary Scott <i>Director of Parks & Recreation</i> | Sally Ortgies <i>Superintendent of Parks</i> | Susan Mathews <i>Parks & Recreation Administrative Secretary</i> | |
| Present | X | X | X | |
| Staff | Joe Cory <i>Deputy Director of Public Works</i> | Duane Wittstock <i>City Engineer</i> | Eric Petersen <i>Traffic Engineer</i> | Greg Hansen <i>Superintendent of Recreation</i> |
| Present | X | | | |

On Item 1. Approval of Agenda

It was moved by France to approve the agenda as presented. Eddy seconded. Motion carried.

On Item 2. Citizen Forum

No items.

On Item 3. Approval of Minutes of September 3, 2015 Meeting

It was moved by France to approve the minutes as amended. Kelley seconded. Motion carried.

On Item 4. Old Business

No items.

New Business:

On Item 5A. Motion – Approval of Recommendation to City Council – Adoption of Bicycle Master Plan

Scott shared that the Master Plan will be considered by the Parks & Recreation Advisory Board in two weeks and then it will be considered by the City Council on November 2.

It was moved by France to recommend City Council adopt the Bicycle Master Plan. Wolcott seconded. Motion carried.

On Item 5B. Motion – Approval of Recommendation to City Council – Adoption of Complete Streets Policy

Cory noted that this document will provide a resource during the planning phases of City construction projects.

It was moved by France to recommend City Council adopt the Bicycle Master Plan. Eddy seconded. Motion carried.

On Item 5C. Motion – Approval of FY 16-17 Capital Improvement Program Request

Cory spoke about evaluation of spacing of sharrow painting and signs that will assist staff in adjusting budget figures. He asked Commission members to identify which streets should be the next priority. Gattton asked if both signs and painted sharrows are needed. Cory responded that it is an important educational component but that eventually the duplication could be reduced. Scott added that some additional directional signage is also being added to assist riders with connection points between sharrows and trails.

It was moved by Albertson to approve the FY 16-17 Capital Improvement Program Request. Kelley seconded. Motion carried.

Staff Reports:

On Item 6A. Engineering

Petersen shared that staff has applied for an MPO grant that would provide one-time funding assistance for sharrow painting.

On Item 6B. Public Works

No additional items.

On Item 6C. Police

No representative present.

On Item 6D. Parks and Recreation

Director of Parks & Recreation

Scott shared progress on the Mayor's Bike Ride. He met with Eddy and Superintendent of Recreation, Greg Hansen and brainstormed about promotional opportunities. There will be pre-event promotion at a booth at the Valley Junction Earth Day event on April 24. Scott added that they are meeting with the Chamber of Commerce next week to gauge their willingness to get local businesses involved with a competitive component of the ride. Eddy shared that the Hy-Vee Healthy U mobile will be at the event providing information, food and snacks. Additionally, a grant application will be submitted to the WDM Community Enrichment Foundation to help with the event costs. Eddy shared that they are also considering some type of family-friendly component like a bike rodeo or bike safety station but there would be a need for volunteer participation from Commission members to make that happen. Eddy added that she is also investigating the possibility of having sign up forms available at WDM Hy-Vee locations. Gattton thanked Eddy for her additional work organizing this event.

Superintendent of Parks

No additional items.

Other Matters:

On Item 7A. Action Items

Gattton asked about progress around the Microsoft site and if any disruptions are expected. Cory responded that he rode through the area recently without major issues. Scott added that Polk County Conservation would like to have a trail head just west of the Microsoft site.

Gatton asked about Ashworth Road west of Jordan Creek Parkway and where they are in planning and design. Petersen responded that the road is in the preliminary design process. Cory shared that he thanked Todd Ashby for his presentation at the City Council workshop.

Receive, File and/or Refer:

8A. Des Moines Area MPO, Central Iowa Bicycle-Pedestrian Roundtable Packet - September

It was moved by France to adjourn at 6:01p.m. Kelley seconded. Meeting adjourned.

Respectfully submitted,

Susan Mathews
Administrative Secretary

ATTEST:

Joel Wolcott
Commission Secretary