



420 Watson Powell Jr. Parkway, Suite 200
 Des Moines, Iowa 50309
 Phone: 515.334.0075
 www.dmampo.org

NOTICE OF MEETING

**Des Moines Area Metropolitan Planning Organization (MPO)
 Executive Committee**

**11:30 a.m., Thursday, May 16, 2013
 Des Moines Area MPO - Mead Conference Room**

TENTATIVE AGENDA

The established protocol for minutes of this meeting will be to list all attendees, and with each item on which a vote is conducted in the ordinary course in order to take formal action, those voting nay or abstaining will be identified by name. Any member who is absent from the meeting for any period of time during which a vote of the body is taken, is expected to notify the recording secretary at the conclusion of the meeting so that the absence can be duly noted in the minutes. Roll Call votes will be taken as required by law or upon the request of any member that is approved by the chair, and the vote of each member for or against the proposition, or abstention, will be incorporated in the minutes or recorded on a separate sheet attached to the minutes.

- 1. Call To Order**
- 2. VOTE: Approval of Agenda**
- 3. VOTE: Approval of Meeting Minutes.....Page 3**
 - Approve the April 10, 2013, meeting minutes.
- 4. REPORT and VOTE: Fiscal Year 2014 Unified Planning Work Program and BudgetPage 7**
 - Update on the final Fiscal Year 2014 Unified Planning Work Program and budget document; consider approval.
- 5. REPORT and VOTE: Federal Fiscal Year 2013-2016 Transportation Improvement Program AmendmentPage 8**
 - Report on the City of Bondurant’s request to amend a project in the Federal Fiscal Year 2013-2016 Transportation Improvement Program; consider approval.
- 6. REPORT and VOTE: Polk County Conservation Board Request to Consolidate Transportation Alternative Program FundsPage 9**
 - Report on a request from the Polk County Conservation Board to consolidate Transportation Alternative Program funds awarded to Polk County and the City of Des Moines for the Easter Lake Trail; consider approval.
- 7. REPORT and OPTIONAL VOTE: Federal Fiscal Year 2017 Surface Transportation Program and Transportation Alternatives Program Funding RecommendationPage 12**
 - Report on the Surface Transportation Program Funding Subcommittee’s funding recommendation for Federal Fiscal Year 2017 Surface Transportation Program projects and Federal Fiscal Year 2017 Transportation Alternatives Program projects; consider approval.
- 8. REPORT and OPTIONAL VOTE: City of Clive Surface Transportation Program Funding RequestPage 13**
 - Report on the City of Clive request to shift Surface Transportation Program funds between projects; consider approval.
- 9. REPORT: MPO Certification ReviewPage 14**
 - Report on initial findings from the MPO’s quadrennial certification review, which took place from April 29-May 1, 2013.
- 10. REPORT: MPO Role in Watershed ManagementPage 15**
 - Discussion regarding the MPO’s role in facilitating regional watershed management planning.

Altoona Ankeny Bondurant Carlisle Clive Dallas County Des Moines DART Grimes Johnston Mitchellville Norwalk Pleasant Hill Polk City Polk County Urbandale Warren County Waukee West Des Moines Windsor Heights

Agenda Report

MPO Executive Committee

11. **REPORT: Federal Fiscal Year 2013 TIGER Discretionary Grant Program**Page 16
 - Report on the 2013 TIGER Discretionary Grant Program application requirements and deadline.
12. **REPORT: The Tomorrow Plan Update**Page 18
 - Update on The Tomorrow Plan development.
13. **Other Non-Action Items of Interest to the Committee**
14. **VOTE: Approval of the May 23, 2013, MPO Agenda**
15. **Next Meeting Date**
 - 11:30 a.m., Wednesday, June 12, 2013, Des Moines Area MPO Office.
16. **Adjournment**

Agenda Report

MPO Executive Committee

May 2013
Item No. 3

ISSUE: Approval of Meeting Minutes

VOTE: Consider approval of the April 10, 2013, MPO Executive Committee meeting minutes.

BACKGROUND:

The minutes of the April 10, 2013, MPO Executive Committee meeting are enclosed on the following pages.

RECOMMENDATION:

Approve the minutes of the April 10, 2013, MPO Executive Committee meeting.

STAFF CONTACT:

Jennifer Ratcliff, jratcliff@dmampo.org;
(515) 334-0075.

MEETING MINUTES

**Des Moines Area Metropolitan Planning Organization (MPO)
Executive Committee
11:30 a.m., Wednesday, April 10, 2013
Des Moines Area MPO Meeting Room
Des Moines, Iowa**

The MPO Executive Committee held a meeting at 11:30 a.m., on April 10, 2013, in the MPO Meeting Room. Before the meeting, the MPO staff sent agenda packets to the MPO Executive Committee's representatives and posted the amended agenda at the MPO office at 9:40 a.m., on April 9, 2013. **The fiscal year-to-date publication cost of meeting minutes for the MPO: \$1238.51. In addition to these published tentative minutes, there also may be additional meeting notes on file with the MPO staff that are public records and available upon request as provided by law. These tentative minutes reflect all action taken at the meeting.**

Members Present:

Angela Connolly, Polk County
Robert Mahaffey, City of Des Moines
Tom Hockensmith, Polk County
Tom Armstrong, City of Grimes
Ted Ohmart, City of West Des Moines

Members Absent:

Chris Coleman, City of Des Moines
Paula Dierenfeld, City of Johnston

Others Present:

Mike Clayton, Iowa Department of
Transportation*

Staff Present:

Jonathan Wilson, MPO General Counsel
Todd Ashby, Executive Director
Stephanie Muller, Executive Administrator
Dylan Mullenix, Principal Transportation
Planner
Zach Young, Senior Transportation Planner
Bethany Wilcoxon, Senior Transportation
Planner
Nathan Goldberg, Senior Transportation Planner

* Non-voting Representative

1. Call to Order

MPO Vice-Chair Hockensmith called the April 10, 2013, meeting to order at 11:33 a.m.

2. Approval of Agenda

MOTION: A motion was made to approve the April 10, 2013, Des Moines Area Metropolitan Planning Organization Executive Committee meeting.

MOTION CARRIED UNANIMOUSLY

3. Approval of Meeting Minutes

MOTION: A motion was made to approve the March 13, 2013, Des Moines Area Metropolitan Planning Organization Executive Committee meeting minutes.

MOTION CARRIED UNANIMOUSLY

4. MPO Performance Measure Report

MOTION: A motion was made to approve the draft *MPO Performance Measure Report* document.

MOTION CARRIED UNANIMOUSLY

5. Passenger Transportation Plan – Fiscal Year 2014 Update

MOTION: A motion was made to approve the 2014 update to the *Passenger Transportation Plan*.

MOTION CARRIED UNANIMOUSLY

6. Federal Fiscal Years 2013-2016 Transportation Improvement Program Amendment Request

MOTION: A motion was made to request from the Iowa Department of Transportation to amend a project in the *Federal Fiscal Years 2013-2016 Transportation Improvement Program*.

MOTION CARRIED UNANIMOUSLY

7. Fiscal Year 2012 Audit

MPO staff presented; discussion only on item 7.

8. Polk County Conservation Board Request to Consolidate Transportation Alternative Program Funds

MPO staff presented; discussion only on item 8.

9. Central Iowa Trail Signage Grant Participation

MPO staff presented; discussion only on item 9.

10. The Tomorrow Plan Update

MPO staff presented; discussion only on item 10.

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

12. Approval of the April 18, 2012, MPO Agenda

13. Next Meeting Date

11:30 a.m. Thursday, May 16, 2013, in the MPO Mead Conference Room.

14. Adjournment

Vice-Chair Hockensmith adjourned the meeting at 12:15 p.m.

Agenda Report

MPO Executive Committee

May 2013
Item No. 4

ISSUE: *Fiscal Year 2014 Unified Planning Work Program and Budget*

REPORT and VOTE: Consider approval of the final *Fiscal Year 2014 Unified Planning Work Program and Budget*.

BACKGROUND:

The MPO staff has developed the *Fiscal Year 2014 Unified Planning Work Program (FY 2014 UPWP) and Budget*, which documents all transportation-planning activities the MPO will perform using federal funds from July 1, 2013, through June 30, 2014. The Iowa Department of Transportation (DOT) requires that the UPWP describe the MPO's proposed planning activities – including task objectives, previous work, project descriptions, and work products – as well as the budget and funding sources to carry out the planning activities.

The MPO submitted the draft UPWP to the Iowa DOT, the Federal Highway Administration, and the Federal Transit Administration in March 2013, and has incorporated recommended changes. The Iowa DOT requires the MPO to submit the final UPWP by June 1, 2013.

The final FY 2014 UPWP and Budget is included as a supplemental item to this agenda packet.

RECOMMENDATION:

Recommend the MPO approve the final FY 2014 UPWP and Budget for submission to the Iowa DOT.

STAFF CONTACTS:

Dylan Mullenix, dmullenix@dmampo.org;
(515) 334-0075.

Agenda Report

MPO Executive Committee

May 2013
Item No. 5

ISSUE: *Federal Fiscal Years 2013-2016 Transportation Improvement Program Amendment*

REPORT and VOTE: Consider approval of a request from the City of Bondurant to amend a project in the *Federal Fiscal Years 2013-2016 Transportation Improvement Program*.

BACKGROUND:

The City of Bondurant requested the following revision to the *Federal Fiscal Years 2013-2016 Transportation Improvement Program* (FFY 2013-2016 TIP):

Sponsor: City of Bondurant;
Project: U.S. Highway 65 intersection with NE 64th/SW 32nd St;
STP Award Amount: \$144,500 in FFY 2016;
Total Cost: \$716,000;
Change: Add project to FFY 2013; and,
Revision Type: Amendment.

The MPO staff notes the amendment is subject to MPO approval and a public comment period. The MPO staff held a public input meeting on May 1, 2013, and received no negative comments.

RECOMMENDATION:

Recommend the MPO approve the City of Bondurant's TIP amendment request.

STAFF CONTACTS:

Zach Young, zyoung@dmampo.org; and,
Luke Parris, lparris@dmampo.org;
(515) 334-0075.

Agenda Report

MPO Executive Committee

May 2013
Item No. 6

ISSUE: Polk County Conservation Board Request to Consolidate Transportation Alternative Program Funds

REPORT and VOTE: Consider approval of a request from the Polk County Conservation Board to consolidate Transportation Alternative Program funds awarded to Polk County and the City of Des Moines for the Easter Lake Trail.

BACKGROUND:

The Polk County Conservation Board is requesting that Transportation Alternative Program (TAP) funds awarded to the City of Des Moines for the Ewing Park/Easter Lake Trail be consolidated with TAP funding awarded to Polk County for the Easter Lake Trail, in order to ensure efficient development of the trail project. A history of TAP awards is as follows:

SPONSOR	LOCATION	Year	Award
Des Moines	Ewing Park: Easter Lake Park Trail connection following north side of Yeader Creek and splitting to follow around Easter Lake	2015	\$ 250,000
Polk CCB	Easter Lake Trail: Sections A and F	2015 & 2016	\$ 358,000
Des Moines	EASTER LAKE TRAIL SYSTEM-BACKBONE TRAIL: From Indianola Avenue and Highway 69 to Southeast Corner of Easter Lake at Easter Lake Drive	2015	\$ 100,000
Des Moines	Ewing Park Trail: Across western edge of Easter Lake, including 3 bridges	2014	\$ 190,000

Staff from the Polk County Conservation Board approached City of Des Moines staff with the consolidation request in March 2013. The Polk County Conservation Board indicated they would be responsible for development of the project and would cover the associated local match. City of Des Moines staff was in favor of the consolidation. The following table shows how the funds would be consolidated.

SPONSOR	LOCATION	Year	Award
Polk CCB	Easter Lake Trail – Phase 2	2014	\$ 560,000
Polk CCB	Easter Lake Trail – Phase 3	2016	\$ 338,000

The MPO staff notes that the consolidation of funds also includes the movement of funds from FFY 2015 into FFY 2014. MPO staff has reviewed the MPO's fiscal capacity in FFY 2014, and the movement of funds is fiscally possible. If the MPO approves the consolidation of funding, the projects would be reprogrammed during the development of the *Federal Fiscal Year 2014-2017 Transportation Improvement Program*.

Included, immediately following, is the letter of request from the Polk County Conservation Board.

RECOMMENDATION:

Recommend the MPO approve the proposed funding consolidation request.

STAFF CONTACTS:

Luke Parris, lparris@dmampo.org; and,
Zach Young, zyoung@dmampo.org;
(515) 334-0075.



March 20, 2013

Luke D. Parris, AICP
Senior Transportation Planner
Des Moines Area MPO
420 Watson Powell, Suite 200
Des Moines, IA 50309

RE: EASTER LAKE TRAIL GRANTS

Dear Mr. Parris:

Polk County Conservation is beginning a phased (3 phases) construction schedule for the Easter Lake Trail. This project will begin in the spring of this year and continue through 2016. The project is in both Easter Lake and Ewing Parks. Both Polk County Conservation and Des Moines Parks and Recreation have applied for and received grants for the project both individually and jointly. Our departments have concluded that it is more efficient for one entity to construct the trail regardless of jurisdiction. The trail is primarily within Easter Lake Park and therefore Polk County Conservation will assume responsibility for the design, construction, and maintenance of the entire trail.

Phase 1 will be constructed this summer using local funding. Phase 2 will be bid this fall and construction is scheduled for the summer of 2014. Phase 3 will be delayed until 2016 to allow for dredging of the lake and bridge and sewer construction to progress in the areas where phase 3 will be constructed.

The City of Des Moines has agreed to transfer the grants they have received for the project to Polk County for construction of the trail.

There are five STP-TE grants outstanding for the Easter Lake Trail – 3 for Des Moines, 1 for Polk County, and one joint grant. They are as follows:

Des Moines 2014 for \$190,000

Des Moines 2015 for \$250,000

Polk County 2015 for \$208,000

Des Moines 2015 for \$99,665 (identified as Easter Lake Spine Trail)

DsM/PC 2016 for \$150,000

We request that the 2014 grant of \$190,000 be combined with \$370,000 from the Des Moines 2015 grant of \$250,000 and a portion of the Polk County 2015 grant of \$208,000 to equal a single grant of \$560,000 to apply to Phase 2 of the trail to be built in 2014.

We also request that the balance of those grants or \$88,000 be combined with the joint 2016 grant of \$150,000 and the 2015 grant of \$99,665 to equal \$337,665 to be used in 2016 for the construction of Phase 3.

We have requested that Des Moines Park and Recreation supply written confirmation to you of their willingness and intent to transfer their grants to Polk County Conservation for the purpose of construction the Easter Lake Trail.

Sincerely,



Loren Lown
Natural Resources Specialist
Polk County Conservation

Agenda Report

MPO Executive Committee

May 2013
Item No. 7

ISSUE: Federal Fiscal Year 2017 Surface Transportation Program and Transportation Alternatives Program Funding Recommendation

REPORT and OPTIONAL VOTE: Consider approval of the Surface Transportation Program Funding Subcommittee's funding recommendation for Federal Fiscal Year 2017 Surface Transportation Program projects and Federal Fiscal Year 2017 Transportation Alternatives Program projects.

BACKGROUND:

The MPO Surface Transportation Program (STP) Funding Subcommittee annually recommends a funding allocation for STP and Transportation Alternatives Program (TAP) project applications utilizing a previously recommended funding program option. The STP Funding Subcommittee heard presentations from eligible STP and TAP project sponsors on April 11, 2013.

The MPO staff notes that the FFY 2017 STP funding target is \$11,762,000, and the FFY 2017 TAP funding target is \$1,185,000.

Included, as a supplemental item, is the STP Funding Subcommittee's funding allocation recommendation.

RECOMMENDATION:

Recommend the MPO approve the STP Funding Subcommittee's proposed funding allocation recommendation.

STAFF CONTACT:

Zach Young, zyoung@dmampo.org; and,
Luke Parris, lparris@dmampo.org;
(515) 334-0075.

Agenda Report

MPO Executive Committee

May 2013
Item No. 8

ISSUE: City of Clive Surface Transportation Program Funding Request

REPORT and OPTIONAL VOTE: Consider approval of the City of Clive's request to shift Surface Transportation Program funds between projects.

BACKGROUND:

In March 2013, the City of Clive requested the ability to shift funding from their Northwest 86th Street project in Federal Fiscal Year (FFY) 2013 to their University Avenue project in FFY 2016. The request involves the following projects:

SPONSOR	LOCATION	TIP Year	STP Funds
Clive	86 th Street Phase 3 – Hickman Rd. to University Ave. – Pavement Rehabilitation	2013	\$ 288,000
Clive	University Ave. – NW 86 th St. to NW 114 th St. – Pavement Rehabilitation	2016	\$ 566,000

The City of Clive requests the \$288,000 in STP funding for the 86th Street project be added to the federal funds for the University Avenue project. The resulting project and funding would be:

SPONSOR	LOCATION	TIP Year	STP Funds
Clive	University Ave. – NW 86 th St. to NW 114 th St. – Pavement Rehabilitation	2016	\$ 854,000

MPO staff reviewed the request and notes that the transfer of funding could occur while maintaining fiscal constraint within the Transportation Improvement Program. Staff also notes that the addition of funds increases the federal share of the project from 22% to 35%.

The MPO STP Funding Subcommittee considered the request at their April 29, 2013, meeting, and recommended that the MPO approve the request.

RECOMMENDATION:

Recommend the MPO approve the City of Clive's request to shift STP funds between projects.

STAFF CONTACT:

Luke Parris, lparris@dmampo.org; and,
Zach Young, zyoung@dmampo.org;
(515) 334-0075.

Agenda Report

MPO Executive Committee

May 2013
Item No. 9

ISSUE: MPO Certification Review

REPORT: Update on initial findings from the MPO's quadrennial certification review, which took place April 29 – May 1, 2013.

BACKGROUND:

Metropolitan planning organizations are certified by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) every four years. The MPO's quadrennial review took place from April 29 through May 1, 2013, at the MPO office. The purpose of the review was to highlight good planning practices and share information among the organizations, as well as to ensure that the MPO's transportation planning process meets federal regulatory requirements.

The MPO staff will share initial feedback from the federal review team with the Executive Committee at the May 16, 2013, meeting.

RECOMMENDATION:

None. Report and discussion only.

STAFF CONTACTS:

Dylan Mullenix, dmullenix@dmampo.org;
(515) 334-0075.

Agenda Report

MPO Executive Committee

May 2013
Item No. 10

ISSUE: MPO Role in Watershed Management

REPORT: Discussion regarding the MPO's role in facilitating regional watershed management planning.

BACKGROUND:

Both The Tomorrow Plan and Capital Crossroads have prioritized the need for a regional approach to watershed management. The Iowa Legislature also recently approved the formation of Watershed Management Authorities that would allow two or more political subdivisions to assess flood risk and water quality, to monitor federal flood risk planning, to educate residents, and to allocate moneys available for water quality and flood mitigation. The MPO staff has been involved with discussions over the last several months with representatives from Polk County, Capital Crossroads, Des Moines Water Works, and other watershed management stakeholders. These stakeholders feel the MPO may be best suited to facilitate regional watershed management planning due to its involvement with The Tomorrow Plan and its existing relationships with cities, counties, and other partners in the region.

RECOMMENDATION:

None. Report and discussion only.

STAFF CONTACTS:

Dylan Mullenix, dmullenix@dmampo.org; and,
Bethany Wilcoxon, bwilcoxon@dmampo.org;
(515) 334-0075.

Agenda Report

MPO Executive Committee

May 2013
Item No. 11

ISSUE: Federal Fiscal Years 2013 TIGER Discretionary Grant Program

REPORT: Report on the FFY 2013 TIGER Discretionary Grant Program application requirements and deadline.

BACKGROUND:

The Federal Fiscal Year 2013 Appropriations Act has appropriated \$473.8 million to award to national infrastructure investments by the Department of Transportation (DOT) through the Transportation Investment Generating Economic Recovery (TIGER) program. Projects applying for TIGER funds go through a competitive process, and awards are based on projects that demonstrate the ability to have a significant impact on the transportation system for a metropolitan region.

The primary selection criteria include state of good repair, economic competitiveness, livability, safety, and project readiness. Secondary selection criteria include innovation and collaboration.

The application process opened on April 29, 2013. Applicants must register through the Grants.gov website. This process usually takes two to four weeks, and full registration is required before applicants can submit for TIGER funds. Additional instructions for filing an application are located on the TIGER website: www.dot.gov/TIGER.

Included, as a supplemental item, is a summary of the US DOT notice for the FFY 2013 TIGER Discretionary Grant Program, which provides additional details on eligibility, selection process, and submittal requirements.

Applications for TIGER Discretionary Grants are due to the US DOT by 5:00 p.m. on June 3, 2013.

At its November 2012 meeting, the MPO Executive Committee discussed an approach to establish the MPO's support for future TIGER grant programs. The process discussed includes the MPO's Surface Transportation Program (STP) Funding Subcommittee identifying regional projects, which would then be scored using a modified STP scoring system to measure the technical merits of projects. MPO staff notes this process was discussed only with the MPO Executive Committee and no action was taken. The staff report from the November 2012 Executive Committee agenda is included on the following page.

RECOMMENDATION:

None. Report and discussion only.

STAFF CONTACTS:

Zach Young, zyoung@dmampo.org;
(515) 334-0075.

Agenda Report

MPO Executive Committee

November 2012

Item No. 9

ISSUE: TIGER Grant Candidate Project Selection Process

REPORT: Discussion regarding a proposal from MPO staff to select candidate projects to apply for future TIGER funds.

BACKGROUND:

Over the past several months, the MPO has discussed developing an approach to the MPO's support of future TIGER grant applications that would ensure the region's priority project are submitted. At its October 10, 2012, meeting, the MPO Executive Committee asked MPO staff to bring forth a recommended process to help select projects for TIGER applications.

MPO staff offers the following process:

- The MPO will endorse only one project from the region;
- The MPO should select the final project to endorse from a priority project listing:
 - Projects would be solicited annually as part of the Washington, D.C., trip list. The MPO staff would clarify that the list is for annual appropriations and potential TIGER funding;
 - Projects must be in the long-range transportation plan for the current time period;
 - If a project received a TIGER award the previous year, it is ineligible to apply for the MPO's endorsement the subsequent year; and,
 - If a project applied to the TIGER program but did not receive funding, it should be allowed to apply for the MPO's endorsement again.
- Selecting the project:
 - The Surface Transportation Program (STP) Funding Subcommittee will identify a handful of regional priority projects from the projects submitted by communities;
 - A modified scoring system used for STP funds could be used to measure technical merits of projects; and,
 - The STP Funding Subcommittee would recommend a single project for the MPO to support.

RECOMMENDATION:

None. Report and discussion only.

STAFF CONTACT:

Nathan Goldberg, ngoldberg@dmampo.org;
(515) 334-0075

Agenda Report

MPO Executive Committee

May 2013
Item No. 12

ISSUE: The Tomorrow Plan Update

REPORT: Update on activities related to The Tomorrow Plan.

BACKGROUND:

MPO staff distributed the second draft of The Tomorrow Plan to the technical committee on April 10, 2013. Staff is working to incorporate comments received on this draft from the technical committee into the report. More information will be provided at the May 16, 2013, meeting.

RECOMMENDATION:

None. Report and discussion only.

STAFF CONTACT:

Bethany Wilcoxon, bwilcoxon@dmampo.org;
(515) 334-0075.