

NOTICE OF MEETING

Des Moines Area Metropolitan Planning Organization (MPO)
 Executive Committee

11:30 a.m., Wednesday, November 7, 2012
 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 October 10, 2012, meeting minutes.
4. REPORT and VOTE: DART Federal Funding Transfer Request Page 7
 - Report on DART's request to transfer federal funding from FHWA to FTA; consider approval.
5. REPORT and VOTE: Polk County Request for Surface Transportation Program Funding Page 9
 - Report on the request from Polk County for additional Surface Transportation Program funds for the Southwest Connector; consider approval.
6. REPORT and OPTIONAL VOTE: Union Pacific Projects in Des Moines..... Page 10
 - Report on the Union Pacific Railroad's plans to expand their rail yard in Des Moines and potential MPO support for the project.
7. REPORT: Priority Project Solicitation Process..... Page 11
 - Report on the process to identify priority projects for the Greater Des Moines Partnership's annual trip to Washington, D.C.
8. REPORT: Travel Time Equipment and SoftwarePage 13
 - Report on new travel time data collection equipment and software.
9. REPORT: TIGER Grant Project Priorities Page 14
 - Report on a proposal from MPO staff to select candidate projects to apply for future TIGER funds
10. REPORT: Small Member Surface Transportation Program Award Process..... Page 15
 - Report on the MPO's Small Member Surface Transportation Program award process.
11. REPORT: MAP-21 Funding Update..... Page 16
 - Report on potential funding changes stemming from MAP-21.
12. REPORT: US 65/Iowa 5 Interstate Designation UpdatePage 17
 - Report on efforts to re-designate the US 65/Iowa 5 corridor to an interstate.

Agenda Report

MPO Executive Committee

13. REPORT: The Tomorrow Plan Update.....Page 18
 - Update on activities related to The Tomorrow Plan.
14. INFORMATION: Combat Hunger Initiative..... Page 19
15. Other Non-Action Items of Interest to the Committee
16. VOTE: Approval of the November 15, 2012, MPO Agenda
17. Next Meeting Date
 - 11:30 a.m., Wednesday, December 12, 2012, Des Moines Area MPO Office.
18. Adjournment

Agenda Report

MPO Executive Committee

November 2012

Item No. 3

ISSUE: Approval of Meeting Minutes

VOTE: Consider approval of the October 10, 2012, MPO Executive Committee meeting minutes.

BACKGROUND:

The minutes of the October 10, 2012, MPO Executive Committee meeting are enclosed on the following pages.

RECOMMENDATION:

Approve the minutes of the October 10, 2012, 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, October 10, 2012
Des Moines Area MPO Meeting Room
Des Moines, Iowa

The MPO Executive Committee held a meeting at 11:30 a.m., on October 10, 2012, in the MPO Meeting Room. Before the meeting, the MPO staff sent agenda packets to the MPO Executive Committee's representatives and posted the agenda at the MPO office at 3:00 p.m., on October 8 2012. The fiscal year-to-date publication cost of meeting minutes for the MPO: \$229.77. 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:

Chris Coleman, City of Des Moines
Tom Hockensmith, Polk County
Angela Connolly, Polk County
Robert Mahaffey, City of Des Moines
Tom Armstrong, City of Grimes
Ted Ohmart, City of West Des Moines
Paula Dierenfeld, City of Johnston

Members Absent:

Others Present:

Mike Clayton, Iowa Department of Transportation*
Scott Dockstader, Iowa Department of
Transportation*

Staff Present:

Todd Ashby, Executive Director
Jonathan Wilson, MPO General Counsel
Stephanie Muller, Executive Administrator
Dylan Mullenix, Principal Transportation Planner
Luke Parris, Senior Transportation Planner
Zach Young, Associate Transportation Planner
Bethany Wilcoxon, Senior Transportation
Jennifer Roberts, Intern Transportation Planner

* Non-voting Representative

1. Call to Order

MPO Chair Coleman called the October 10, 2012, meeting to order at 11:38 a.m.

2. Approval of Agenda

MOTION: A motion was made to approve the October 10, 2012, Des Moines Area Metropolitan Planning Organization Executive Committee meeting agenda.

MOTION CARRIED UNANIMOUSLY

3. Approval of Meeting Minutes

MOTION: A motion was made to approve the September 12, 2012, Des Moines Area Metropolitan Planning Organization Executive Committee meeting minutes.

MOTION CARRIED UNANIMOUSLY

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

MOTION: A motion was made to approve the Iowa Department of Transportation's request to amend three project descriptions in the *Federal Fiscal Years 2013-2016 Transportation Improvement Program*.

MOTION CARRIED UNANIMOUSLY

5. The Tomorrow Plan Quantitative Survey

MOTION: A motion was made to approve quantitative survey to supplement The Tomorrow Plan.

MOTION CARRIED UNANIMOUSLY

6. City of West Des Moines Request to Update Termini

MOTION: A motion was made to approve request from the City of West Des Moines to update the eastern termini of the Southwest Connector.

MOTION CARRIED UNANIMOUSLY

7. Rail Grant Award

MOTION: A motion was made to approve the award given to the MPO through the Iowa Department of Transportation's Railroad Revolving Loan and Grant Program.

MOTION CARRIED UNANIMOUSLY

8. US 65/Iowa 5 Interstate Designation Update

MPO staff presented; discussion only on item 8.

9. Morningstar Drive Bridge Over Interstate 35/80

MPO staff presented; discussion only on item 9.

10. Long-Range Transportation Plan Growth Scenario Process Update

MPO staff presented; discussion only on item 10.

11. Priority Project Solicitation Process

MPO staff presented; discussion only on item 11.

- 12. MAP-21 Funding Update**
MPO staff presented; discussion only on item 12.
- 13. Polk County Request for Surface Transportation Program Funds**
MPO staff presented; discussion only on item 13.
- 14. Ames-Des Moines Corridor Transit Study**
MPO staff presented; discussion only on item 14.
- 15. The Tomorrow Plan Update**
MPO staff presented; discussion only on item 15.
- 16. Combat Hunger Initiative**
MPO staff presented; discussion only on item 16.
- 17. Other Non-Action Items of Interest to the Committee**
- 18. Approval of the August 16, 2012, MPO Agenda**
- 19. Next Meeting Date**
11:30 a.m., Wednesday, December 20, 2012; in the MPO Mead Conference Room.
- 20. Adjournment**
Chair Coleman adjourned the meeting at 1:09 p.m.

Agenda Report

MPO Executive Committee

November 2012

Item No. 4

ISSUE: DART Federal Funding Transfer Request

REPORT and VOTE: Consider approval of the Des Moines Area Regional Transit Authority's request to transfer federal funding.

BACKGROUND:

The Des Moines Area Regional Transit Authority (DART) annually submits a request to the MPO to transfer Surface Transportation Program (STP) funds from the Federal Highway Administration to the Federal Transit Administration and into DART's FTA grant.

Included, immediately following, is a copy of DART's letter requesting the transfer.

Following the MPO's approval staff will send a letter to the Iowa Department of Transportation's Office of Public Transit requesting that DART be allowed to expend \$700,000 in STP funds in Federal Fiscal Year 2013.

RECOMMENDATION:

Recommend that the MPO approve DART's request for the transfer of \$700,000 in STP funds to expend in Federal Fiscal Year 2013.

STAFF CONTACT:

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



September 24, 2012

Todd Ashby
Executive Director
Des Moines Metropolitan Planning Organization
420 Watson Powell, Jr. Way, Suite 200
Des Moines, IA 50309

RE: Transfer of Surface Transportation Program (STP) funds from the Federal Highway Administration (FHWA) to the Federal Transit Administration (FTA)

Dear Mr. Ashby:

The Des Moines Area Regional Transit Authority (DART) requests the Des Moines Metropolitan Planning Organization's (MPO's) concurrence to transfer the Committee's \$700,000 in Surface Transportation Program (STP) funds from the Federal Highway Administration (FHWA) to the Federal Transit Administration (FTA). The purpose of this transfer is for the purchase of three heavy-duty buses, which is incorporated into DART's capital plan for 2013 (FTA separates STP funds from formula fund grants).

Please place this item on the October MPO meeting agendas and if approved by the committees, request that the Iowa DOT in turn ask the FHWA to have these funds transferred to DART's FTA grant IA-95-X016. If you have questions, please contact me at (515) 283-5005.

Sincerely,

A handwritten signature in black ink, appearing to read "Debra Meyer". The signature is written in a cursive, flowing style.

Debra Meyer
Capital Planning Manager, DART

Agenda Report

MPO Executive Committee

November 2012

..... Item No. 5

ISSUE: Polk County Request for Surface Transportation Program Funds

REPORT and VOTE: Consider approval of a request from Polk County for additional Surface Transportation Program funds for the Southwest Connector project.

BACKGROUND:

Polk County has requested that the MPO consider awarding Polk County \$450,000 in unallocated Surface Transportation Program (STP) funds to assist in the completion of the eastern termini of the City of West Des Moines' Southwest Connector project. In developing the project, the stakeholders identified a funding gap associated with the cost of the intersection of the Southwest Connector with Iowa Highway 28. Polk County worked with the City of West Des Moines, City of Des Moines, and the Iowa Department of Transportation to determine the additional cost and to develop a funding strategy to the funding gap.

The MPO staff has reviewed the currently available STP funds and notes that there is currently \$899,000 in unallocated STP funds for Federal Fiscal Year (FFY) 2013. The STP Funding Subcommittee met on September 18, 2012, and recommended that the MPO approve the request. The MPO staff notes that the STP Funding Subcommittee also discussed proceeding with a formal process to allocate the remainder of FFY 2013 funds to eligible projects this fall.

RECOMMENDATION:

Recommend that the MPO approve Polk County's request for \$450,000 in FFY 2013 STP funds for the Southwest Connector project.

STAFF CONTACT:

Luke Parris, lparris@dmampo.org; and,
Dylan Mullenix, dmullenix@dmampo.org;
(515) 334-0075.

Agenda Report

MPO Executive Committee

November 2012

Item No. 6

ISSUE: Union Pacific Railroad Projects in Des Moines

REPORT AND OPTIONAL VOTE: Report on the Union Pacific Railroad's plans to expand their rail yard in Des Moines and potential MPO support for the project.

BACKGROUND:

The Union Pacific Railroad is proposing to expand their rail yard on the east side of Des Moines. In addition to the expansion the proposed project would close 34th and 36th street crossings and make several improvements to the surrounding roadways and infrastructure.

Union Pacific Railroad has approached MPO staff regarding the proposed project and the potential for providing MPO support through the process.

RECOMMENDATION:

Staff recommends that the MPO support the Union Pacific Railroads proposed expansion project.

STAFF CONTACT:

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

Agenda Report

MPO Executive Committee

November 2012

Item No. 7

ISSUE: Priority Project Solicitation Process

REPORT: Discussion regarding the process to develop a list of projects for inclusion in the Greater Des Moines Partnership's Policy Book for the annual trip to Washington, D.C.

BACKGROUND:

The MPO staff annually works with MPO member governments and participating agencies to develop a list of priority transportation projects to discuss with congressional members during the Greater Des Moines Partnership's annual trip to Washington, D.C. The traditional process for developing the list includes:

- October - The due date for applications from MPO member governments and participating agencies was October 31, 2012;
- November - draft project listing provided to MPO committees for discussion;
- December/January - Surface Transportation Program Funding Subcommittee meets to identify priority projects from the assembled listing;
- January/February - MPO committees take action to approve the project listing and priority projects;
- February through April - deadlines to complete project applications for congressional offices; and,
- May - Greater Des Moines Partnership trip May 8-10, 2013.

The following pages include a list of submitted projects.

RECOMMENDATION:

None. Report and discussion only.

STAFF CONTACT:

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

2013 DC Trip Project List

- DART – Bus Rapid Transit (BRT) University/Ingersoll Corridor
- Des Moines – SE Connector from SE 15th Street to SE 30th Street
- IDOT – I-80/US-65 Interchange
- Johnston – NW 70th Avenue (NW 86th Street to NW 107th Street)
- Johnston – NW Beaver Drive Trail (NW 66th Avenue to Eagle Crest Drive)
- Urbandale – 100th Street Bridge at I-35/80
- Waukee – Alice’s Road Extension (Ashworth Road to University Avenue)
- Waukee – Alice’s Road /105th Street Interchange and Connecting Roads
- West Des Moines – Grand Avenue Phase 5 (South 50th Street to Raccoon River Park Entrance)

Agenda Report

MPO Executive Committee

November 2012

Item No. 8

ISSUE: Travel Time Equipment and Software

REPORT: Report on new travel time data collection equipment and software.

BACKGROUND:

In April 2012 MPO staff attending a learning session on a new type of travel time data collection equipment and software known as BlueTOAD. One of the options presented, called MiniTOAD provided an affordable and flexible method of collecting travel time data throughout the MPO area. MPO staff worked with the Iowa DOT to come up with an agreement that was mutually beneficial.

Staff has been informed that the DOT has approved the acquisition of 10 MiniTOAD units. The agreement is that the DOT would pay the up-front cost of the units (\$40,000), and the MPO would pay the annual maintenance fee (\$4,500). Both the MPO and DOT would have access to the units through an agreement. MPO staff also anticipates that MPO member jurisdictions would have access to the equipment when not in use by the MPO or DOT.

RECOMMENDATION:

None. Report and discussion only.

STAFF CONTACT:

Nathan Goldberg, ngoldberg@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

November 2012

Item No. 10

ISSUE: Small Member Surface Transportation Program Application

REPORT: Brief report on the status of the MPO's Small Member Surface Transportation Program award process.

BACKGROUND:

In January 2012, the MPO approved revisions to the MPO's Surface Transportation Program (STP) guidelines. The MPO dedicated a set aside of STP funds for the MPO's members that receive one vote at the MPO, i.e., a population less than 11,500.

MPO staff received five applications from four member governments for the Small Member STP funds. The MPO staff scored the projects utilizing a modified version of the existing STP scoring criteria. Staff notes that the scores for the Small Member STP projects are for informational purposes only and do not determine project eligibility.

Included as a supplemental item to this agenda packet are the complete scoring sheets for the FFY 2016 Small Member Government STP projects.

In October 2012, the STP Funding Subcommittee heard presentations from the project sponsors. The STP Funding Subcommittee will meet on November 7, 2012, at 4:00 p.m., to provide a recommendation for FFY 2016 Small Member Government STP awards.

RECOMMENDATION:

None. Report and discussion only.

STAFF CONTACT:

Luke Parris, lparris@dmampo.org;
(515) 334-0075.

Agenda Report

MPO Executive Committee

November 2012

Item No. 11

ISSUE: MAP-21 Funding Update

REPORT: Update on potential funding changes under MAP-21.

BACKGROUND:

At its September meeting, the MPO approved a recommendation to the Iowa Department of Transportation (DOT) regarding how funds should be distributed to MPOs and Regional Planning Affiliations (RPAs) under the new transportation bill, MAP-21. The Iowa DOT is working with MPOs and RPAs, as well as other stakeholders, to develop funding scenarios for the allocation of federal funds. MPO staff will provide an update of the process the Iowa DOT is taking to address potential changes, as well as funding options discussed by the Iowa DOT, at the November 7, 2012, Executive Committee meeting.

RECOMMENDATION:

None. Report and discussion only.

STAFF CONTACT:

Dylan Mullenix, dmullenix@dmampo.org; and,
Luke Parris, lparris@dmampo.org;
(515) 334-0075

Agenda Report

MPO Executive Committee

November 2012

Item No. 12

ISSUE: US 65/Iowa 5 Interstate Designation Update

REPORT: Report on efforts to re-designate the US 65/Iowa 5 corridor to an interstate.

BACKGROUND:

The MPO, on behalf of the Purple Heart Highway Coalition, requested the Iowa Department of Transportation (DOT) to consider designating the US 65/Iowa 5 corridor (i.e., the Purple Heart Highway) as an interstate. The Iowa DOT released a draft report analyzing the feasibility of interstate designation in June 2012. A final version of the study was provided to the MPO in August 2012.

On August 8, 2012, representatives from the MPO, the Des Moines International Airport, the Purple Heart Highway Coalition, and the Greater Des Moines Partnership met with the Iowa DOT, including Director Paul Trombino, to discuss the study and to identify steps to move forward. Director Trombino noted three primary issues to address before moving forward, including determining impacts to local farmers; analyzing any potential impacts to permitting of heavy vehicles; and, determining the proper decision making authority with the Iowa DOT and the Iowa Transportation Commission. The MPO staff is working to identify and begin discussions with property owners that may be affected by the interstate designation.

Stakeholders present at the August 8, 2012, met again on October 4, 2012 to further discuss the issue. MPO staff will provide an update about the project at the November 7, 2012, Executive Committee meeting.

RECOMMENDATION:

None. Report and discussion only.

STAFF CONTACT:

Todd Ashby, tashby@dmampo.org;
(515) 334-0075.

Agenda Report

MPO Executive Committee

November 2012

Item No. 13

ISSUE: The Tomorrow Plan Update

REPORT: Update on activities related to The Tomorrow Plan.

BACKGROUND:

General Update

The Tomorrow Plan Steering Committee participated in an in-depth workshop on October 4, 2012. This was designed to provide substantial input to the team about how to pull the plan together. Topics discussed included strengths, challenges, impacts, and ideas for implementation. The Steering Committee also discussed draft goals and implementation strategies at the meeting. A summary of the input is included as a supplemental item. The consultant team used the feedback from the meeting to develop and refine draft recommendations, which also are included in the supplemental materials. The second workshop was held on October 31, 2012; more information will be provided at the November 7, 2012, meeting.

Regional Analysis of Impediments

As part of planning process for The Tomorrow Plan, the U.S. Department of Housing and Urban Development (HUD) requires the development of a Regional Analysis of Impediments (AI) to assess fair housing issues in the metro area. The Regional AI has a broad scope that encompasses issues of race, color, national origin, sex, religion, familial status, and disability. In addition to developing the Regional AI, HUD requires that the findings be utilized by the Steering Committee to inform the recommendations of *The Tomorrow Plan*.

The MPO staff worked with the City of Des Moines and City of West Des Moines to develop a strategy for the completion of the Regional AI. As part of their in-kind contribution to The Tomorrow Plan, the City of Des Moines contracted with Iowa State University (ISU) to assist in the development of the Regional AI. Anuprit Minhas, Researcher with ISU, and Jane Rongerude, Assistant Professor for the Department of Community and Regional Planning, conducted the study.

RECOMMENDATION:

None. Report and discussion only.

STAFF CONTACT:

Bethany Wilcoxon, bwilcoxon@dmampo.org; and,
Luke Parris, lparris@dmampo.org;
(515) 334-0075.

Agenda Report

MPO Executive Committee

November 2012
Item No. 14

ISSUE: Combat Hunger Initiative

INFORMATION: Report on the Combat Hunger Initiative.

BACKGROUND:

The MPO is proud to announce that it is once again supporting the Food Bank of Iowa in its Combat Hunger initiative. The Food Bank of Iowa serves 42 Iowa counties and partners with over 285 food pantries, soup kitchens, homeless shelters, non-profit care centers, domestic violence shelters, youth & senior programs, and rehabilitation centers. The drive will assist the Food Bank of Iowa to feed those struggling to eat during these tough economic times.

The MPO would like to do its part to make sure that no one in Iowa goes hungry this holiday season and invites all of its member representatives to participate in helping to support our community.

The MPO staff will be collecting donations through November 12, 2012, and will have a box available at the MPO Office during the following upcoming meetings for donations:

- (TTC) Thursday, November 1, 2012 – 9:30 a.m.;
- (Executive) Wednesday, November 7, 2012- 11:30 a.m.; and,
- (Policy) Thursday, November 15, 2012 – 4:00 p.m.

While any types of non-perishable food items are appreciated, the following items are particularly needed:

Protein Products

- Boxed Meals or Meals in a Can (Stews, Chili, Soups, etc.)
- Canned Meats (Tuna, Salmon, Chicken)
- Beans
- Peanut Butter

Grains

- Cold Cereal
- Rolled Oats or Instant Oatmeal
- Rice
- Pastas

Fruits/Vegetables

- Canned Vegetables
- Canned Fruits
- Prepared Pasta Sauces
- 100% Fruit Juice
- Dried Fruit

Dairy

- Dry, Evaporated, or Condensed Milk

Agenda Report

MPO Executive Committee

Paper Products & Miscellaneous Items

- Toilet Paper
- Paper Towels
- Baby Wipes
- Diapers
- Seasonings
- Cooking Oils
- Condiments & Dressings

So, if your cupboards are full, please consider helping others less fortunate and help the MPO make this drive a success. No donation is too small and any help is greatly appreciated. Thank you in advance for your participation!

RECOMMENDATION:

None. Information only.

STAFF CONTACT:

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