

## MEETING MINUTES

### Des Moines Area Metropolitan Planning Organization (MPO) Transportation Technical Committee (TTC) 9:30 a.m., Thursday, April 4, 2013 Des Moines Area MPO Burnham Conference Room

The MPO TTC held a meeting at 9:30 a.m., on April 4, 2013, at the Des Moines Area MPO Conference Room. Before the meeting, the MPO staff sent agenda packets to the MPO TTC representatives and posted the agenda at the MPO office at 2:00 p.m., March 29, 2013.

#### Representatives Present:

Vern Willey, City of Altoona  
John Shaw, City of Altoona  
Paul Moritz, City of Ankeny  
Eric Jensen, City of Ankeny  
John Peterson, City of Ankeny  
Lori Dunham, City of Bondurant  
Jeff Schug, City of Carlisle  
Matt McQuillen, City of Clive  
Jim Hagelie, City of Clive  
Murray McConnell, Dallas County  
Jennifer Bohac, City of Des Moines  
Jeb Brewer, City of Des Moines  
Michael Ludwig, City of Des Moines  
Bryan Belt, Des Moines International Airport  
Jim Tishim, Des Moines Regional Transit Authority  
Julia Castillo, Heart of Iowa Regional Transit  
Mike Clayton, Iowa Department of Transportation\*  
John Gade, City of Grimes  
Dave Cubit, City of Johnston  
Timothy Brandt, City of Mitchellville  
Mike Johnson, City of Norwalk  
Ben Champ, City of Pleasant Hill  
Dennis Dietz, City of Polk City  
Bret VandeLune, Polk County  
Kurt Bailey, Polk County  
Annika Schilke, City of Urbandale  
John Larson, City of Urbandale  
McKinlee Gibson, City of Waukee  
Brad Deets, City of Waukee  
Joe Cory, City of West Des Moines  
Kara Tragesser, City of West Des Moines

#### Representatives Absent:

Anthony Bellizzi, City of Cumming\*\*  
Chuck Burgin, City of Indianola\*\*  
David Wilwerding, City of Johnston  
Doyle Scott, Madison County\*\*  
Paul Dekker, City of Urbandale  
Matt Thomas, Warren County  
Duane Wittstock, City of West Des Moines  
Jason VanAusdall, City of Windsor Heights  
Julia Castillo, Heart of Iowa Regional Transit Agency  
Tracy Troutner, Federal Highway Administration\*  
Mark Bechtel, Federal Transit Administration\*

\* Non-Voting, Advisory Representative

\*\* Non-Voting, Associate Representative

#### Others Present:

Glenn Lyons, Transportation Management Association  
Tony Boes, Snyder & Associates

#### Staff Present:

Todd Ashby, Executive Director  
Stephanie Muller, Executive Administrator  
Jennifer Ratcliff, Executive Assistant  
Nathan Goldberg, Senior Transportation Planner  
Bethany Wilcoxon, Senior Transportation Planner  
Zach Young, Senior Transportation Planner  
Luke Parris, Senior Transportation Planner

**1. Call to Order**

MPO TTC Chair Ben Champ recognized a quorum and called the April 4, 2013, meeting to order at 9:31 a.m.

**2. Approval of Agenda**

**MOTION:** A motion was made and seconded to approve the MPO TTC's April 4, 2013, meeting agenda.

**MOTION CARRIED UNANIMOUSLY**

**3. Approval of Meeting Minutes**

**MOTION:** A motion was made and seconded to approve the MPO TTC's March 7 2013, meeting minutes.

**MOTION CARRIED UNANIMOUSLY**

(Dennis Dietz arrived at 9:32 am)

**4. Strategic Highway Safety Plan**

Iowa Department of Transportation staff presented; discussion only on item 4.

(Paul Moritz arrived at 9:33 am)

(Lori Dunham arrived at 9:34 am)

(Jennifer Bohac arrived at 9:34 am)

(Jeb Brewer arrived at 9:34 am)

(Bret VandeLune arrived at 9:35 am)

(Murray McConnell arrived at 9:35 am)

(John Shaw arrived at 9:37 am)

(Timothy Brandt exits at 9:42 am)

(Timothy Brandt returns at 9:46 am)

**5. MPO Performance Measure Report**

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

**MOTION CARRIED UNANIMOUSLY**

**6. Passenger Transportation Plan – Fiscal Year 2014 Update**

**MOTION:** A motion was made and seconded to approve the 2014 update to the *Passenger Transportation Plan*, which identifies opportunities to improve transportation for transportation-disadvantaged populations.

**MOTION CARRIED UNANIMOUSLY**

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

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

**MOTION CARRIED UNANIMOUSLY**

**8. Federal Fiscal Year 2017 Transportation Alternatives Program Project Scores**

MPO staff presented; discussion only on item 8.

**9. Federal Fiscal Years 2014-2017 Transportation Improvement Program Development Schedule**

MPO staff presented; no discussion on item 9.

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

MPO staff presented; discussion only on item 10.

**11. Quick Clearance Documentation Update**

MPO staff presented; discussion only on item 11.

**12. Central Iowa Trail Signage Grant Participation**

MPO staff presented; discussion only on item 12.

**13. The Tomorrow Plan Update**

MPO staff presented; no discussion on item 13.

**14. Transportation Management Association Update**

MPO staff presented; no discussion on item 14.

**15. Next Meeting Date**

9:30 a.m., on Thursday, May 2, 2013, Des Moines Area MPO Burnham Room.

**16. Adjournment**

**MOTION:** A motion was made and seconded to adjourn the MPO TTC's April 4, 2013, meeting; Chair Champ adjourned the meeting at 10:05 a.m.

**MOTION CARRIED UNANIMOUSLY**