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NOTICE OF MEETING

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

11:30 a.m., Wednesday, July 8, 2015

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 2
 - Approve the June 18, 2015, meeting minutes.
4. **REPORT and VOTE: Federal Fiscal Year 2016 – 2019 Transportation Improvement Program Final Draft**Page 5
 - Review of the final draft *Federal Fiscal Years 2016-2019 Transportation Improvement Program*; consider approval.
5. **REPORT: Fiscal Year 2016-2019 Transportation Capital Improvement Program**Page 6
 - Report on development of the Transportation Capital Improvement Program, which documents all transportation projects planned for construction over the next four years.
6. **VOTE: Approval of MPO Agenda**
7. **Other Non-Action Items of Interest to the Committee**
8. **Next Meeting Date**
 - 11:30 a.m., Wednesday August 12, 2015, Des Moines Area MPO Office.
9. **Adjournment**

Agenda Report

MPO Executive Committee

July 2015
Item No. 3

ISSUE: Approval of Meeting Minutes

VOTE: Consider approval of the June 18, 2015, MPO Executive Committee meeting minutes.

BACKGROUND:

The minutes of the June 18, 2015, MPO Executive Committee meeting are included on the following pages.

RECOMMENDATION:

Approve the minutes of the June 18, 2015, MPO Executive Committee meeting.

STAFF CONTACT:

Tracey Deckard, tdeckard@dmampo.org;
(515) 334-0075.

MEETING MINUTES

Des Moines Area Metropolitan Planning Organization (MPO)
Executive Committee
11:30 p.m., Wednesday, June 18, 2015/ NO QUORUM
Meeting rescheduled for
Wednesday June 18, 2015 at 3:00 p.m.
Des Moines Area MPO | Mead Conference Room

The MPO Executive Committee held a meeting at 3:00 p.m., on June 18, 2015, in the MPO Meeting Mead Conference Room. Before the meeting, the MPO staff emailed agenda packets to the MPO Executive June 4, 2015. **The fiscal year-to-date publication cost of meeting minutes for the MPO: \$653.80. 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.**

Executive Members Present:

Tom Hockensmith | Polk County
Robert Mabaffey | City of Des Moines
Paula Dierenfeld | City of Johnston
Chris Coleman | City of Des Moines- via phone
Steven Gaer | City of West Des Moines

Staff Present:

Jonathan Wilson | MPO General Counsel- via phone
Todd Ashby | Executive Director
Dylan Mullenix | Assistant Director
Gunnar Olson | Communications Manager
Teva Dawson | Senior Transportation Planner
Zach Young | Senior Transportation Planner
Aaron Bartling | Associate Transportation Planner
Mike Armstrong | Associate Transportation Planner
Tracey Deckard | Office Manager
Katie Maki | Intern

Executive Members Absent:

Tom Armstrong | City of Grimes
Angela Connolly | Polk County

Others Present:

Clifford Leonard | Public
Mike Clayton | Iowa Department of Transportation*
* Non-voting Representative

1. Call to Order

MPO Chair Tom Hockensmith called the June 18, 2015, meeting to order at 3:01 p.m.

2. Approval of Agenda

MOTION: A motion was made to approve the June 18, 2015, Des Moines Area Metropolitan Planning Organization Executive Committee meeting agenda.

MOTION CARRIED

3. Approval of Meeting Minutes

MOTION: A motion was made to approve the May 20, 2015 Des Moines Area Metropolitan Planning Organization Executive Committee meeting minutes.

MOTION CARRIED.

[CHRIS COLEMAN JOINED THE MEETING AT 3:04]

4. Federal Fiscal Year 2016 -2019 Transportation Improvement Program Draft

Staff presented. Staff recommends approval of the 2016-2019 Transportation Improvement Program to forward to the DOT for their review.

MOTION: A Motion was made to approve the 2016-2019 Transportation Improvement Program to forward to the DOT

MOTION CARRIED UNANIMOUSLY

5. **Fiscal Year 2016 Investment Policy**

Executive Director, Todd Ashby presented and discussed the current investment policy. Discussion ensued.

MOTION: A motion was made to approve the current policy and to put together a sub-committee to discuss other investment options for the future.

MOTION CARRIED UNANIMOUSLY

6. **Watershed Management Authority Coordination**

Executive Director presented. Discussion ensued.

7. **Regional Water Trails Plan**

Staff presented. Discussion ensued.

8. **Complete Streets Model Policy**

Staff presented. Discussion ensued.

9. **Crash Analysis Report**

Staff presented. Discussion ensued.

10. **June Speaker Series Event Reminder**

Staff presented. Discussion ensued.

11. **Approval of MPO Agenda**

MOTION: A motion was made to approve the June MPO Agenda

MOTION CARRIED UNANIMOUSLY

12. **Other Non-Action Items of Interest to the Committee**

None.

13. **Adjournment**

Chair Hockensmith adjourned the meeting at 3:29 p.m.

Agenda Report

MPO Executive Committee

July 2015
Item No. 4

ISSUE: *Federal Fiscal Year 2016-2019 Transportation Improvement Program Final Draft*

REPORT and VOTE: Consider approval of the final *Federal Fiscal Year 2016-2019 Transportation Improvement Program*.

BACKGROUND:

The MPO staff is required to develop a four-year Transportation Improvement Program (TIP) by updating the current TIP for the MPO. The purpose of the TIP is to list all projects in the MPO planning area proposed to receive federal funding and scheduled to begin within the next four federal fiscal years.

The MPO staff requested that MPO member governments and participating agencies review and report any project changes, new projects, or “roll-over” projects programmed in Federal Fiscal Year (FFY) 2015, 2016, 2017, 2018, and/or 2019. Staff developed the project listing for the FFY 2016-2019 TIP with the information provided by the member governments.

The MPO staff submitted the FFY 2016-2019 TIP draft to the Iowa Department of Transportation (DOT) and Federal Highway Administration for review and comment on June 15, 2015. Staff will incorporate any comments received into the final draft. The final FFY 2016-2019 TIP is due to the Iowa DOT by July 17, 2015.

The MPO’s Public Participation Plan requires the FFY 2016-2019 TIP to undergo a 45-day comment period and have a stand only public input meeting. Staff held a public input meeting at 5:00 p.m. on Tuesday, June 23, 2015, at the MPO office, and received no comments.

[The draft FFY 2016-2019 TIP is available to download from the MPO website \(click to access\).](#)

RECOMMENDATION:

Approve the final *Federal Fiscal Year 2016-2019 Transportation Improvement Program*.

STAFF CONTACT:

Andrew Collings, acollings@dmampo.org;
(515) 334-0075.

Agenda Report

MPO Executive Committee

July 2015
Item No. 5

ISSUE: *Fiscal Years 2016-2019 Transportation Capital Improvement Program Development*

REPORT: Report on the development of the Fiscal Years 2015-2019 Transportation Capital Improvement Program.

BACKGROUND:

The MPO annually develops a four-year Transportation Capital Improvement Program (TCIP). The TCIP is a companion document to the Transportation Improvement Program (TIP) and lists all projects in the MPO planning area, both federally and non-federally funded, that are scheduled to take place during the course of the next four fiscal years.

To develop the TCIP, the MPO staff requested member governments and participating agencies submit a document containing any transportation projects that are planned to occur in the next four years. The MPO staff is in the process of reviewing all the MPO member governments' and participating agencies' responses, but is still awaiting information from some member governments at this time.

MPO staff will be contacting each member community individually to address inconsistencies found between projects found in both local capital improvement programs and the TIP.

RECOMMENDATION:

None. Report and discussion only.

STAFF CONTACTS:

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(515) 334-0075.