

NOTICE OF MEETING

Des Moines Area Metropolitan Planning Organization (MPO) Executive Committee

—
11:30 a.m., Wednesday, August 10, 2016
Des Moines Area MPO Mead Conference Room
—

TENTATIVE AGENDA

1. **Call To Order**
2. **VOTE: Approval of Agenda**
3. **VOTE: Approval of Meeting Minutes** Page 2
 - Approve the July 13, 2016, meeting minutes.
4. **REPORT and VOTE: Mobilizing Tomorrow Amendments** Page 5
 - Report and discussion regarding amendments to *Mobilizing Tomorrow* including updated transload facility language and the addition of the Travel Demand Model Validation and Analysis appendix; consider approval.
5. **REPORT and VOTE: FY 2017-2020 Transportation Capital Improvement Program Development** Page 6
 - Report on development of the Transportation Capital Improvement Program, which documents all transportation projects planned for construction over the next four years; consider approval.
6. **REPORT: Iowa Clean Air Attainment Program Schedule** Page 7
 - Information on the Federal Fiscal Year (FFY) 2017 Iowa’s Clean Air Attainment Program Schedule.
7. **REPORT: Updated Crash Analysis Report** Page 8
 - Report on the updated crash data analysis for the MPO Planning Area.
8. **REPORT: Commuting and Congestion Analysis Report** Page 9
 - Report on commuting and congestion in Greater Des Moines in 2015.
9. **REPORT: Quarterly Financial Report** Page 10
 - Report on the 4th Quarter of FY 2016 Financial Statement.
10. **REPORT: Upcoming Events** Page 11
11. **VOTE: Approval of the MPO Agenda**
12. **Other Non-Action Items of Interest to the Committee**
13. **Next Meeting Date – September 14, 2016, at 11:30 a.m.**
14. **Adjournment**

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.

The MPO receives federal funding and may not discriminate against anyone on the basis of race, color, or national origin, according to Title VI of the Civil Rights Act of 1964. For more information or to obtain a Title VI Complaint form, visit www.dmampo.org/title-vi/ or call 515-334-0075.

August 2016
Item No. 3

ISSUE: Approval of Meeting Minutes

VOTE: Consider approval of the July 13, 2016, Executive Committee meeting minutes.

BACKGROUND:

The minutes of the July 13, 2016, MPO Executive Committee meeting are included in the following pages.

RECOMMENDATION:

Approve the minutes of the July 13, 2016, MPO Executive Committee meeting.

STAFF CONTACT:

Tracey Deckard, tdeckard@dmampo.org
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MEETING MINUTES
Des Moines Area Metropolitan Planning Organization (MPO)
Executive Committee
11:30 p.m., Wednesday, July 13, 2016
Des Moines Area MPO | Mead Conference Room

The MPO Executive Committee held a meeting at 11:30 a.m. on July 13, 2016, in the MPO Conference Room. Before the meeting, the MPO staff emailed agenda packets to the MPO Executive July 7, 2016. **The new fiscal year publication costs are undetermined at this time. 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

Ruth Randleman | City of Carlisle

Chris Coleman | City of Des Moines

Tom Armstrong | City of Grimes

Angela Connolly | Polk County

Steven Gaer | City of West Des Moines

Jonathan Wilson |MPO General Counsel

Todd Ashby | Executive Director

Dylan Mullenix | Assistant Director

Tracey Deckard |Office Manager

Mike Armstrong | Associate Planner

Gunnar Olson | Communications Manager

Marcus Coenen | Associate Planner

Allison Riley | MPO Intern

Executive Members Absent:

Joe Gatto | City of Des Moines

Others Present:

Mike Clayton | IDOT

** Non-voting Representative

Staff Present:

1. Call to Order

MPO Chair Tom Hockensmith called the July 13, 2016, meeting to order at 11:34 a.m.

2. Approval of Agenda

MOTION: A motion was made to approve the July 13, 2016, 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 June 8, 2016 Des Moines Area Metropolitan Planning Organization Executive Committee meeting minutes.

MOTION CARRIED

4. Approval of Financial Statements

MOTION: A motion was made to approve the Financial Statement for the month of June 2016.

MOTION CARRIED

5. Strategic Plan Committee Appointments

Executive Director presented. Discussion ensued.

MOTION: A motion was made to include the appointment of *Gretchen Tegeler-*

President of the Taxpayers Association of Central Iowa to the non-voting Strategic Plan Committee along with the list included with the meeting documents.

MOTION CARRIED

6. **Draft Federal Fiscal Year 2017-2020 Transportation Improvement Program**

Staff presented. Discussion ensued

MOTION: A motion was made to approve the final Federal Fiscal Year 2017-2020 Transportation Improvement Program and forward to the Iowa DOT for their approval.

MOTION CARRIED

7. **Federal Fiscal Year 2016-2019 Transportation Improvement Program Amendment Request**

Staff presented. Discussion ensued.

MOTION: A motion was made to approve the requested revisions to the FFY 2016-2019 TIP by Polk County.

MOTION CARRIED

8. **MPO Appointment to SUDAS Board of Directors**

Staff presented. Discussion ensued.

MOTION: A motion was made to appointment Mark Mueller, Public Works Director, City of Ankeny to be the new SUDAS representative.

MOTION CARRIED

9. **Mobilizing Tomorrow Amendments**

Staff presented. Report and discussion only

10. **Commuting and Congestion Analysis Report**

Staff presented. Report and discussion only

11. **MPO Fiscal Policies**

Discussion only.

12. **Other Non-Action Items**

Angela Connolly and Todd Ashby were congratulated on recent awards and accomplishments.

13. **Adjournment**

Hearing no objection to the contrary, Chair Tom Hockensmith adjourned the meeting at 12:34 p.m.

August 2016
Item No. 4

ISSUE: *Mobilizing Tomorrow* Amendments

REPORT and VOTE: Consider approval of the amendments to *Mobilizing Tomorrow* including updated Des Moines Rail Port facility language and the addition of the Travel Demand Model Validation and Analysis appendix.

BACKGROUND:

The MPO staff is proposing the following amendments to *Mobilizing Tomorrow*:

Des Moines Rail Port Facility

Since 2014, the MPO has worked with the City of Des Moines to develop a rail port on the east side of the city. The project has progressed since the completion of *Mobilizing Tomorrow* and staff is proposing to add some additional language to the rail section of the plan that includes project details and estimated costs. This additional detail may ease the ability for the project to apply for and receive federal funding in the future.

Travel Demand Model Validation and Analysis appendix

At the request of the FHWA, staff developed an additional appendix to *Mobilizing Tomorrow* to provide an overview of the travel demand modeling process used by the MPO in the development and evaluation of fiscally constrained projects included in *Mobilizing Tomorrow*.

The appendix describes the four-step modeling process used to forecast future traffic volumes utilizing socio-economic forecasts developed for the Tomorrow Plan and modified for *Mobilizing Tomorrow*.

In addition to the overview of the modeling process, the document analyzes the fiscally constrained projects included in *Mobilizing Tomorrow* to determine the roadway level-of-service and vehicle miles traveled for the MPO planning area based on no-build and build scenarios in each of the three project timeframes.

[The Travel Demand Model Validation and Analysis Appendix is available on the MPO website \(click to access\).](#)

The MPO hosted a public meeting on July 27, 2016 at 5:00 p.m. to receive input and comments on the amendment.

RECOMMENDATION:

Staff recommends approval of the amendments to *Mobilizing Tomorrow* including updated Des Moines Rail Port facility language and the addition of the Travel Demand Model Validation and Analysis appendix.

STAFF CONTACT:

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August 2016
Item No. 5

ISSUE: *Fiscal Years 2017-2020 Transportation Capital Improvement Program Development*

REPORT and VOTE: Consider approval of the Fiscal Years 2017-2020 Transportation Capital Improvement Program.

BACKGROUND:

The MPO annually develops a four-year Transportation Capital Improvement Program (TCIP). The TCIP lists all transportation projects in the MPO planning area scheduled to take place during the course of the next four fiscal years.

To develop the Fiscal Years 2017-2020 Transportation Capital Improvement Program, the MPO staff requested member governments and participating agencies submit a document containing any transportation projects planned to occur in the next four years. Staff sent a request to the primary and alternate members of the Transportation Technical Committee on May 20, 2016 with a response deadline of June 30, 2016. In addition to updates to the document, staff requested that committee members share any shapefiles with the MPO for analysis and updating purposes.

[The Fiscal Years 2017-2020 Transportation Capital Improvement Program is available on the MPO website \(click to access\).](#)

RECOMMENDATION:

Staff recommends approval of the Fiscal Years 2017-2020 Transportation Capital Improvement Program.

STAFF CONTACTS:

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August 2016
Item No. 6

ISSUE: Iowa's Clean Air Attainment Program Schedule

REPORT: Brief report on the Federal Fiscal Year (FFY) 2018 Iowa's Clean Air Attainment Program Schedule.

BACKGROUND:

The Iowa Department of Transportation (DOT) created the Iowa Clean Air Attainment Program (ICAAP) in 1994 and modeled the program after the federal Congestion Mitigation and Air Quality Improvement Program. The purpose of ICAAP is to provide funds to transportation projects that maintain the national ambient air quality standards outlined in the 1990 Clean Air Act Amendments.

Each year, the Iowa DOT awards ICAAP funds to projects with the highest potential for reducing transportation-related congestion and air pollution. Applications for ICAAP are available at the Iowa DOT's ICAAP website, <https://forms.iowadot.gov/BrowseForms.aspx?templateid=230017>.

Letters of intent were due to the MPO by July 22, 2016. Staff received Letters of Intent for the following projects:

- Ankeny – Traffic Signal System Timings and Coordination Update;
- Des Moines – Traffic Signal Systems Timings Update – Phase 2;
- Pleasant Hill – Adaptive Traffic Control System – University Avenue/Iowa 163;
- Waukee – Alice's Road & US 6/Hickman Road Intersection Improvements; and,
- West Des Moines – Adaptive Traffic Signal Control – 60th Street, 68th Street, & EP True Parkway.

[The Letters of Intent are available on the MPO website \(click to access\).](#)

ICAAP applications are due to the MPO by 4:30 pm, on Friday, September 23, 2016. The MPO staff will review all ICAAP applications and submit the applications to the Iowa DOT by the October 1, 2015, deadline.

RECOMMENDATION:

None. Report and discussion only.

STAFF CONTACTS:

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August 2016
Item No. 7

ISSUE: Crash Analysis Report

REPORT: Report on crash data analysis for the MPO Planning Area.

BACKGROUND:

The US Department of Transportation recently released guidance on performance measures for safety including the number and rate of fatalities and serious injuries, and the number of fatalities and serious injuries for pedestrians and bicyclists. The performance measure guidance indicates a rolling 5-year average as the timeframe for estimating crash trends.

MPO staff has reviewed 2006-2015 crash data for all public roads in Dallas, Madison, Polk, and Warren Counties. Staff analyzed crashes using GIS data provided by the Iowa Department of Transportation (DOT). Crash data can help identify roadway types that tend to be most at risk. Crash-based metrics, such as number of fatalities/major injuries and fatality/major injury rates, have become common performance measures in transportation planning. In addition to vehicle crash data, staff analyzed bicycle and pedestrian crash data for the region.

The Engineering Subcommittee review the Crash Analysis Report at the June 20, 2016, meeting. The subcommittee requested that staff make edits to the last page of the report that discusses design related solutions to address safety.

[The updated 2016 Crash Analysis Report is available on the MPO website \(click to access\).](#)

RECOMMENDATION:

None. Report and discussion only.

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August 2016
Item No. 8

ISSUE: Commuting and Congestion Analysis Report

REPORT: Report on commuting and congestion in Greater Des Moines in 2015.

BACKGROUND:

Mobilizing Tomorrow set goals to reduce the commute share of single-occupancy vehicles, increase the commute share of alternative modes, and maintain roadway congestion above 90 percent. MPO staff reviewed American Community Survey data for Greater Des Moines to determine the estimated mode share based on the 2010-2014 5-year averages.

Utilizing the methodology established in the Congestion Management Process, MPO staff has analyzed the travel time and planning time of major roadways to identify congestion based on data collected in 2015. As with the Congestion Management Process, staff examined INRIX data throughout Greater Des Moines, primarily along collectors, arterials, and the Interstate System. INRIX collects real-time traffic speed data using cellular technology and provides various tools to analyze corridor specific traffic.

[The 2016 Commuting and Congestion Analysis Report is available on the MPO website \(click to access\).](#)

RECOMMENDATION:

None. Report and discussion only.

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August 2016
Item No. 9

ISSUE: Quarterly Financial Statement

REPORT: Report on the 4th Quarter of FY 2016 Financial Statement.

BACKGROUND:

The Executive Committee requested to see more detailed financial reporting on a quarterly basis. Staff prepared a financial statement for the 4th Quarter of FY 2016 for the Executive Committee to review.

Staff will provide the quarterly financial report prior to the August 10, 2016, meeting.

RECOMMENDATION:

None. Report and discussion only.

STAFF CONTACT:

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August 2016
Item No. 10

ISSUE: Upcoming Events

REPORT: Report on upcoming events of regional interest.

BACKGROUND:

Staff will highlight events, trainings and other opportunities of interest to representatives of MPO member governments.

RECOMMENDATION:

None. Report and discussion only.

STAFF CONTACT:

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