

**AMENDED AND SUBSTITUTED  
 NOTICE OF MEETING  
 Des Moines Area Metropolitan Planning Organization (MPO)  
 Executive Committee**

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**11:30 a.m., Wednesday, October 14, 2015  
 Des Moines Area MPO Mead Conference Room**

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**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 September 9, 2015, meeting minutes.
4. **REPORT and VOTE: Mobilizing Tomorrow Amendment Requests** .....Page 5
  - Review of requested amendments to Mobilizing Tomorrow to amend the project description for the Highway 141/I-35/80 interchange and to add a project at Delaware Ave. and Oralabor Rd. in Ankeny; consider approval.
5. **REPORT: Mobilizing Tomorrow Annual Report** ..... Page 6
  - Report documenting progress made over the last year in implementing *Mobilizing Tomorrow*.
6. **REPORT: Priority Project Solicitation Process** .....Page 7
  - Report on the process to identify priority projects for the Greater Des Moines Partnership’s annual trip to Washington D.C.
7. **REPORT: Compete Streets Tactical Starts Program** ..... Page8
  - Reminder on the upcoming deadline applications to the Complete Streets Tactical Starts program funded through the Wellmark Foundation grant.
8. **REPORT: Federal Fiscal Year 2020 Surface Transportation Program and Transportation Alternatives Program Schedule** ..... Page 9
  - Report on the schedule to solicit projects for Federal Fiscal Year 2020 funding.
9. **REPORT: MPO Nominating Committee Recommendations**.....Page 11
  - Continue to discuss recommendations proposed by the MPO Nominating Committee regarding the structure of the MPO Executive Committee.
10. **REPORT: Upcoming Events** ..... Page 12
  - Summary of upcoming events of interest to member communities.
11. **VOTE: Approval of MPO Agenda**
12. **Other Non-Action Items of Interest to the Committee**
13. **Next Meeting Date**
  - 11:30 a.m., Wednesday November 18, 2015, Des Moines Area MPO Office.
14. **Adjournment**

# Agenda Report

MPO Executive Committee

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October 2015

Item No. 3

## **ISSUE: Approval of Meeting Minutes**

VOTE: Consider approval of the September 9, 2015, MPO Executive Committee meeting minutes.

## **BACKGROUND:**

The minutes of the September 9, 2015, MPO Executive Committee meeting are included on the following pages.

## **RECOMMENDATION:**

Approve the minutes of the September 9, 2015, MPO Executive Committee meeting.

## **STAFF CONTACT:**

Tracey Deckard, [tdeckard@dmampo.org](mailto:tdeckard@dmampo.org);  
(515) 334-0075.

# Agenda Report

MPO Executive Committee

October 2015  
Item No. 4

## ISSUE: *Mobilizing Tomorrow* Amendment Requests

REPORT and VOTE: Consider approval of a request from the City of Urbandale to modify the Highway 141/I-35/80 project and a request from the Iowa Department of Transportation to add a project at Delaware Ave. and Oralabor Rd. in Ankeny.

### BACKGROUND:

The City of Urbandale in partnership with the Iowa Department of Transportation (DOT) has requested that the MPO amend *Mobilizing Tomorrow* project #316 to remove the Collector/Distributor system on Interstate 35/80 and update the total project cost from \$21.9 million to \$33.3 million.

**Sponsor:** Iowa DOT (primary) and City of Urbandale (co-sponsor)

**Project Description:** Reconfigure I-35/80 Interchange at IA 141 to include ½ diamond at Meredith and ramps at 100th Street.

**Project Location:** I-35/80 at IA 141

**Total Cost (Year-of-Expenditure):** \$33,300,000

The Iowa DOT in partnership with the City of Ankeny has requested that the MPO add the following project to *Mobilizing Tomorrow* for the 2015-2024 timeframe:

**Sponsor:** Iowa DOT (primary) and City of Ankeny (co-sponsor)

**Project Description:** Operational and capacity improvements throughout the SE Oralabor Road corridor and at both I-35 exit ramp terminals; Reconfigure intersection at SE Oralabor Road and SE Delaware Avenue; Traffic signal improvements.

**Project Location:** SE Oralabor Road from SE Peachtree Drive to SE Creekside Drive

**Total Cost (Year-of-Expenditure):** \$3,200,000

[Letters from Urbandale and the Iowa DOT requesting these amendments are available on the MPO website \(click to access\).](#)

The MPO considers these requests to be amendments to *Mobilizing Tomorrow*, which serves as the long-range transportation plan (LRTP) for Greater Des Moines. Amendments to the LRTP are subject to a 45-day comment period and a standalone public meeting. The MPO held a public meeting at 5:00 p.m. on September 24, 2015.

[Comments received at the public input meeting are available on the MPO website \(click to access\).](#)

### RECOMMENDATIONS:

Recommend approval of the proposed amendments to *Mobilizing Tomorrow*.

### STAFF CONTACT:

Zach Young, [zyoung@dmampo.org](mailto:zyoung@dmampo.org); and,  
Dylan Mullenix, [dmullenix@dmampo.org](mailto:dmullenix@dmampo.org);  
(515) 334-0075.

# Agenda Report

MPO Executive Committee

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October 2015  
Item No. 5

**ISSUE: *Mobilizing Tomorrow Annual Report***

REPORT: Discuss the *Mobilizing Tomorrow Annual Report*, which documents progress made towards implementation of the plan since its approval in November 2014.

**BACKGROUND:**

The MPO approved *Mobilizing Tomorrow*, the MPO's long-range transportation plan, in November 2014. *Mobilizing Tomorrow* identified performance targets, projects, policies, and an investment strategy to help the region achieve the plan's vision and goals. One year since the plan's approval, MPO staff has developed a report to document progress towards implementing projects and policies, as well as changes in performance measures to determine progress towards identified targets.

[The draft report is available on the MPO website \(click to access\)](#)

**RECOMMENDATION:**

None. Report and discussion only.

**STAFF CONTACT:**

Zach Young, [zyoung@dmampo.org](mailto:zyoung@dmampo.org);  
(515) 334-0075.

# Agenda Report

MPO Executive Committee

October 2015  
Item No. 6

## **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.

## **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 (GDMP) annual trip to Washington, D.C. The traditional process for developing the list includes:

- September – MPO staff provides member governments with a notice of dates and begins the process;
- October – Solicit letters of intent from member governments. **Letters are due by October 23, 2015;**
- November – Draft project listing provided to MPO committees for discussion;
- January – Surface Transportation Program (STP) Funding Subcommittee meets to identify priority projects from the assembled listing;
- February – MPO committees take action to approve the project listing and priority projects;
- March/April – GDMP publishes the Policy Book; and,
- May – GDMP Trip to Washington D.C. – May 2016.

[The 2015 project list is available on the MPO website \(click to access\).](#)

## **RECOMMENDATION:**

None. Report and discussion only.

## **STAFF CONTACT:**

Zach Young, [zyoung@dmampo.org](mailto:zyoung@dmampo.org);  
(515) 334-0075.

# Agenda Report

MPO Executive Committee

October 2015  
Item No. 7

## **ISSUE: Complete Streets Tactical Starts Program**

REPORT: Reminder on the upcoming deadline applications to the Complete Streets Tactical Starts program funded through the Wellmark Foundation grant.

## **BACKGROUND:**

The MPO is offering a one-time tactical starts mini-grant program as part of the Wellmark Foundation funding received for the development and promotion of complete streets policies in Greater Des Moines. The Program will fund at least five projects from the \$75,000 provided by the Wellmark Foundation with grant awards capped at \$15,000 per project.

The intent of the Tactical Starts program is to spur the adoption and implementation of complete streets policies while providing on-the-ground examples of the positive infrastructure outcomes from such policies. Grants will be available to member governments and partner organizations but will require the member government with jurisdiction to sign on as a sponsor. **The MPO will accept applications through October 15, 2015.** Additional information about the program is available at <http://dmampo.org/complete-streets-grants/>.

## **RECOMMENDATION:**

None. Report and discussion only.

## **STAFF CONTACT:**

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(515) 334-0075.

# Agenda Report

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MPO Executive Committee

October 2015  
Item No. 8

## **ISSUE: Federal Fiscal Year 2020 Surface Transportation Program Schedule**

REPORT: Brief report on the Federal Fiscal Year 2020 Surface Transportation Program Schedule.

### **BACKGROUND:**

Each year the MPO awards Surface Transportation Program (STP) funds and Transportation Alternatives Program (TAP) funds to critical projects throughout the region. The MPO will begin the process for selecting and awarding Federal Fiscal Year (FFY) 2020 STP and TAP funds in October 2015.

MPO staff will post applications on the MPO website on October 1, 2015. STP and TAP Applications are due to the MPO office by **December 1, 2015**.

[Applications, guidelines, and scoring criteria are located on the MPO website \(click to access\).](#)

The MPO staff will hold a workshop on **November 5, 2015**, following the Transportation Technical Committee meeting, to provide a brief overview of the funding programs, discuss scoring, funding applications, and to answer any questions.

Included, immediately following, is the schedule for FFY 2020 STP and TAP funding.

### **RECOMMENDATION:**

None. Report and discussion only.

### **STAFF CONTACT:**

Zach Young, [zyoung@dmampo.org](mailto:zyoung@dmampo.org); and,  
Mike Armstrong, [marmstrong@dmampo.org](mailto:marmstrong@dmampo.org);  
(515) 334-0075.

# Schedule and Decision Making Process

|                                |  |
|--------------------------------|--|
| <b><u>November 5, 2015</u></b> | MPO Surface Transportation Program (STP) Workshop held to provide a brief overview of the funding programs, discuss STP Scoring, STP applications, and to answer any questions.  |
| <b><u>December 1, 2015</u></b> | <b>STP applications due by 4:30.</b>   |
| January 2016                   | STP project evaluation and scoring by MPO staff. TAP projects are scored by MPO TAP Review committee. Staff will present projects and their respective scores at the February TTC, Environment, Freight, TMAC, Bike/Ped, TAG Public Transportation and Stakeholders Roundtable meetings.<br><br>MPO will conduct public outreach including a public meeting and on-line feedback mechanisms to gather input on the project applications. |
| Early February 2016            | MPO STP Funding Subcommittee hears short project presentations given by sponsor communities.   |
| Late February 2016             | MPO STP Funding Subcommittee holds a public meeting to finalize the STP funding recommendations before the February Executive and MPO meetings.  |
| April 2016                     | STP Recommendations to MPO TTC and MPO Policy for discussion.  |
| May 2016                       | STP Recommendations to MPO TTC and MPO Policy for action.  |
| May 2016                       | Draft <i>Federal Fiscal Years 2016-2019 Transportation Improvement Program</i> (FFY 2017-2020 TIP) to MPO TTC and MPO Policy for review and comment. Public comment period and public meeting held.  |
| June 2016                      | Draft FFY 2017-2020 TIP to MPO TTC and MPO Policy for action.  |
| June 2016                      | Draft FFY 2017-2020 TIP transmitted to Iowa DOT and Federal Highway Administration.  |
| July 2016                      | Draft FFY 2017-2020 TIP to MPO TTC and MPO Policy for action.  |
| July 2016                      | Final FFY 2017-2020 TIP transmitted to Iowa DOT.   |

*\* All dates are tentative and subject to change.*



# Agenda Report

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MPO Executive Committee

October 2015  
Item No. 9

## **ISSUE: MPO Nominating Committee Recommendations**

**REPORT:** Continue to discuss recommendations proposed by the MPO Nominating Committee regarding the structure of the MPO Executive Committee.

## **BACKGROUND:**

During the process of identifying candidates for the 2015 Executive Committee, the MPO Nominating Committee identified potential issues with the existing Executive Committee structure, as outlined in the MPO's bylaws, and have continued meeting to recommend solutions for the MPO to consider. Potential issues with the bylaws as identified by the Nominating Committee include lack of geographic balance, a lack of population size balance, and the length of service and lack of committee turnover.

The Executive Committee discussed the recommendations at its August and September meetings. This agenda item is to continue discussion on this topic.

## **RECOMMENDATION:**

None. Report and discussion only.

## **STAFF CONTACT:**

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(515) 334-0075.

# Agenda Report

MPO Executive Committee

October 2015

Item No. 10

## ISSUE: Upcoming Events

REPORT: Discussion regarding upcoming events of interest to member communities.

## BACKGROUND:

### **Walnut Creek and Clive Greenbelt Master Plans – Progress and Priorities Open House**

October 7, 4:30 – 6:30 p.m.

Clive Special Events Building, 1801 NW 114th Street

The Walnut Creek Watershed Management Authority (WMA) and the City of Clive invite the public for an important input session. Clive is producing a Clive Greenbelt Master Plan while the WMA prepares a watershed plan for Walnut Creek. Walnut Creek runs through the Clive Greenbelt, paralleling the path of the Greenbelt's popular trail. Results for both planning efforts are in-progress. The open house will include information for public review and feedback, small group dialogues, and presentations on planning progress, including an address by Healthiest State Initiative Executive Director Jami Haberl.

### **Mid America Trails and Greenways Conference: Healthy People, Healthy Places**

October 25 – 28

Embassy Suites, Downtown Des Moines

Learn from other trail experts and enthusiasts from across the region. Hear about the latest trends and techniques in trail development, maintenance and promotion as well as experience great field trips to explore and learn how to use trails as a tool for economic development and active living. The format of the conference will include classroom sessions and off-site workshops. Classroom sessions focus on how to use trails and greenways as a tool for health and wellness, how to promote trails and use them as resources for economic development, how to develop trails, and how to maintain them. Off-site workshops provide the opportunity to see best practices in the field. Visit <http://www.mataq.org> for more information.

### **Urban Streambank Stabilization Design and Stream Habitat Restoration**

Combination Classroom & Hands-on Field Training

October 28-30, 8:30 – 4:00 (12 pm on 10/30)

Clive Aquatic Center, Special Events Building

Do you want to learn about the design aspects of streambank stabilization and habitat restoration projects? Here is your chance to learn from national and state experts. This workshop will involve classroom & fieldwork on a project that will be under construction in Clive. The workshop will also include field visits to sites with stream erosion problems and recently built projects. A design exercise is included for hands on training. The workshop includes fieldwork, so please dress accordingly.

#### Workshop Presenters:

Dave Derrick and Dr. Gary Greeman, River Research and Design, Corp

Luis Leon and Paul Speed- LT Leon Associates

Nate Hogeveen, IDNR

Pat Sauer, Iowa Stormwater Education Program

Al Frolich- U.S. Army Corp of Engineers, Rock Island

Doug Ollendike, City of Clive

Greg Pierce, RDG Planning & Design

#### Who should attend:

City stormwater managers, engineers, technical staff, consulting engineers, landscape architects, landscape designers, conservationists, rainscapers, watershed coordinators, contractors and others interested in learning more about streambank stabilization design and construction. Visit [www.iowastormwater.org](http://www.iowastormwater.org) for more information.

# Agenda Report

MPO Executive Committee

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## **Café SCI: Low-Head Dams: Sleek Design, Secret Danger**

November 10, 5:30 – 7:00

Science Center of Iowa

Low-head dams provide smooth, scenic waterways fit for a photo op, but their seamless designs and short drop-offs can be deceptively dangerous for boaters and swimmers. Iowa Department of Natural Resources' Nate Hoogeveen will give a presentation on ways of mitigating dams to make them safe while still scenic, accommodating to fish passage and maintaining access for fishing. Dam mitigation is a key topic of discussion as part of the development of a water trails and greenways master plan for the Greater Des Moines region. Join us as we explore the balance between engineering efficient waterways and keeping the public safe from danger.

### **RECOMMENDATION:**

None. Report and discussion only.

### **STAFF CONTACT:**

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