

MEETING MINUTES

**Des Moines Area Metropolitan Planning Organization (MPO)
Transportation Technical Committee Engineering Subcommittee
1:30 p.m., Monday, August 15, 2016
Des Moines Area MPO Meeting Mead Conference Room
Des Moines, Iowa**

Members Present:

Jon Hanson, City of Altoona
Jennifer McCoy, City of Des Moines
Dave Cubit, City of Johnston
Kurt Bailey, Polk County
Dave McKay, City of Urbandale

Members Absent:

Jeff May, City of Clive
Joe Cory, City of West Des Moines

Staff Present:

Dylan Mullenix, Assistant Director
Zach Young, Principal Planner
Mike Armstrong, Associate Transportation Planner
Marcus Coenen, Associate Transportation Planner

1. Call to Order

Dave Cubit called the meeting to order at 1:31 p.m.

2. Approval of Agenda

Subcommittee members voted to approve the meeting agenda.

3. Approval of Meeting Minutes

Subcommittee members voted to approve the July 18, 2016, meeting minutes.

4. Street Design Comparison Document

Staff provided an overview of the changes made to the Street Design Comparison document based on comments received from the City of Des Moines and SUDAS.

Discussion ensued regarding the changes made to the document. Jennifer McCoy was appreciative that staff had incorporated most of the comments. Jon Hanson noted that the document was well presented and a useful tool.

Staff noted that Federal Highway is presenting at the next Technical Committee meeting on the changes to Controlling Criteria. Ms. McCoy suggested that someone from the DOT also attend to address how DOT will handle these changes. Staff agreed to invite the appropriate person.

5. 2016 Environmental Justice Report

Staff provided an overview of the 2016 Environmental Justice Report.

Discussion ensued regarding the summary table included in the document. Staff agreed to update the table to clarify the information.

6. Complete Streets Academy

Staff shared the idea of developing a Complete Streets Academy to educate local government staff and elected officials on how to implement complete streets. Staff asked if this would be a beneficial program and what is the best approach to implement this program.

Dave Cubit noted that it will be tough to get participation in the program from the public. Dave McKay asked if it was targeted at elected officials or staff. Staff noted that the intent would be to target both. Mr. McKay noted that it would be easier to get staff involvement.

Discussion ensued about the challenges of getting participation and how to make the program work.

7. Major Projects Debriefing and Peer-Sharing

Staff presented an idea to develop a process of debriefing and peer-sharing on specific projects. Staff asked if this would be a beneficial exercise to undertake and how should it be implemented.

Discussion ensued regarding how this program would look and what format would fit best for people to feel comfortable getting constructive feedback.

8. Next Meeting Date

1:30 p.m., Monday, September 19, 2016

9. Adjournment

The meeting adjourned at 2:23 p.m.