

## NOTICE OF MEETING

Des Moines Area Metropolitan Planning Organization (MPO)  
Transportation Technical Committee (TTC)  
Planning Subcommittee  
10:00 a.m., Monday, September 19, 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 August 15, 2016, meeting minutes.
4. **REPORT and VOTE: Draft Water Trails and Greenways Plan** ..... Page 5
  - Report and discussion concerning the draft Water Trails and Greenways Plan; consider approval.
5. **REPORT: Transportation Alternatives Program Selection Process** ..... Page 7
  - Report and discussion concerning the modified Transportation Alternatives Program project selection process.
6. **REPORT: STP and TAP Status Reports**..... Page 8
  - Report and discussion on newly proposed STP and TAP Status Reports.
7. **REPORT: Mobilizing Tomorrow Annual Report** ..... Page 9
  - Report and Discussion on the *Mobilizing Tomorrow Annual Report*, which documents progress made towards implementation of the plan since its approval in November 2014.
8. **Other Non-Action Items of Interest to the Committee**
9. **Next Meeting Date**
  - 10:00 a.m., Monday, October 17, 2016, Des Moines Area MPO Office.
10. **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.*

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September 2016  
Item No. 3

**ISSUE: Approval of Meeting Minutes**

VOTE: Consider approval of the August 15, 2016, Planning Subcommittee meeting minutes.

**BACKGROUND:**

The minutes of the August 15, 2016, Planning Subcommittee meeting are included on the following pages.

**RECOMMENDATION:**

Approve the minutes of the August 15, 2016, Planning Subcommittee meeting.

**STAFF CONTACT:**

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## MEETING MINUTES

**Des Moines Area Metropolitan Planning Organization (MPO)  
Transportation Technical Committee Planning Subcommittee  
10:00 a.m., Monday, August 15, 2016  
Des Moines Area MPO Meeting Mead Conference Room  
Des Moines, Iowa**

### **Members Present:**

Ethan Standard, DART  
Mike Ludwig, City of Des Moines  
David Wilwerding, City of Johnston  
Ben Champ, City of Pleasant Hill  
Bret VandeLune, Polk County  
Brad Deets, City of Waukee

### **Members Absent:**

Kara Tragesser, City of West Des Moines

### **Others Present:**

Juan Cadenillas, Polk County Health Department

### **Staff Present:**

Dylan Mullenix, Assistant Director  
Zach Young, Principal Planner  
Teva Dawson, Senior Planner  
Mike Armstrong, Associate Planner  
Marcus Coenen, Associate Planner

#### **1. Call to Order**

Brad Deets called the meeting to order at 10:08 a.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 that were made to the Street Design Comparison document based on feedback from City of Des Moines and SUDAS.

Bret VandeLune commented that the references included in the update to the document were a useful addition.

**5. 2016 Environmental Justice Report**

Staff provided an overview of the 2016 Environmental Justice Report.

David Wilwerding asked if all the interactive maps would be updated on the website. Staff confirmed that the maps would be updated.

**6. Complete Street Academy**

Staff introduced the idea of creating a complete streets academy to train local staff and policy makers on complete street development. Staff asked if this kind of program would be useful.

Juan Cadenillas noted that he believed the program would be beneficial. Mr. Cadenillas went on to note that it might work better as a one day or half day workshop.

Discussion ensued regarding the intensity of the program and the curriculum. In general the committee felt that it would be challenging to get policy makers to participate in such a program.

Staff asked if there would be more benefit for the technical staff. Mr. Deets noted that this would be more beneficial but he still felt it would come down to time commitment and availability. Mr. Ludwig agree that starting with staff would be more successful than trying to get policy makers.

In general the committee agreed that the program was worth further discussion and consideration.

**7. Major Projects Debriefing and Peer-Sharing**

Staff introduced the idea to have a peer-to-peer exchange for planners to reflect on what worked and what didn't work on specific projects.

Mr. VandeLune noted that he thought it would be useful and that the Planning Subcommittee might serve as a safe place to have these discussions.

Mr. Ludwig noted that it is similar to what you might get at a conference. Mr. Ludwig went on to note that the roundabout and stormwater presentations at the Transportation Technical Committee were very beneficial and he would like to see more of these kinds of presentations.

Discussion ensued regarding how this peer-sharing program would work. Staff noted that they would continue to work on this idea and would come back with more information at a later date.

**8. Other Non-Action Items of Interest**

None.

**9. Next Meeting Date**

September 19, 2016, at 10:00 a.m.

**10. Adjournment**

The meeting adjourned at 10:51 a.m.

September 2016  
Item No. 4

**ISSUE: Draft Water Trails and Greenways Plan**

REPORT: Report and discussion regarding the draft Water Trails and Greenways Plan; consider approval.

**BACKGROUND:**

The Des Moines Area Metropolitan Planning Organization is developing the Greater Des Moines Water Trails & Greenways Plan on behalf of the Iowa Department of Natural Resources. When completed later this year, the plan will become the first regional roadmap for developing an abundant network of water recreation for 150 miles of the region's creeks and rivers, including places for tubing, birding, hiking, paddling, boating, fishing and more. The plan covers the Des Moines, Raccoon, South Skunk, North and Middle rivers, as well as Beaver, Fourmile, Mud and Walnut creeks.

- Recommendations in the plan include:
- Improved access for anglers, paddlers, tubers, birders and families
- Branding a network of regional parks along the Raccoon and Des Moines Rivers
- Greenway development through protection of the 100 year floodplain
- Additional soft trails and paved trail connections
- Expanded programming and events along and in the river and creeks
- Activating the Des Moines River in downtown Des Moines through dam mitigation, shoreline improvements and other amenities
- Shoreline restoration, quarry restoration and watershed improvements
- Regional coordination across government entities and user groups
- Economic development nodes
- Historic preservation and interpretation
- Expansion of multi-modal options for river engagement

Staff published the draft plan in June and spent the summer gathering feedback. The feedback included several public open houses, events and paddling outings in June and July. Staff and Water Trails & Greenways Steering Committee Chair Rick Tollakson have spent July, August and September presenting to area park and recreation boards, city councils, county supervisors, conservation boards and other aligned organizations such as the Botanical Garden Board and Water Works Parks Foundation Board. Staff has integrated the feedback and updated the plan. The Water Trails & Greenways Steering Committee met on 9/13 and approved the plan given some additional elements still need incorporating into the plan. This includes a revamp of the goals/strategies/policies booklet. Nothing will be deleted; rather sections will be added including:

- economic impact
- plan development and public engagement
- a summary of recreational uses
- implementation steps
- funding
- emergency services
- regional management

[The draft booklets for each river segment are available on the MPO website \(click to access\).](#)

Staff asks for final review of the plan by the Planning and Engineering Subcommittees and approval to move onto TTC and Policy committees.

**RECOMMENDATION:**

Recommend approval of the draft Water Trails and Greenways Plan.

**STAFF CONTACT:**

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September 2016  
Item No. 5

**ISSUE: Transportation Alternatives Program Selection Process**

REPORT: Report and discussion concerning the modified Transportation Alternatives Program project selection process

**BACKGROUND:**

Staff received a message from the Iowa Department of Transportation (DOT) on Thursday, September 8, 2016, regarding the need to modify the current process of identifying Transportation Alternatives Program (TAP) projects.

Federal guidance updated with the passage of the FAST Act, requires a competitive project selection process implemented by the State. In Iowa, the DOT allocates TAP funding to Metropolitan Planning Organizations (MPO's) and Regional Planning Affiliations (RPA's). The MPO's and RPA's each implement a competitive process at the regional level. The Federal Highway Administration now interprets this as suballocation prior to project selection and therefore are claiming it violates the federal regulations.

The Federal Highway Administration is requiring the DOT to develop a process where the DOT will have to manage the TAP program. The DOT is in the process of working out how to manage the TAP funds and what impact it will have on MPO's and RPA's in the state.

Due to these developments, the MPO staff will not distribute TAP applications until the DOT has provided further guidance on the new process for identify TAP projects.

**RECOMMENDATION:**

None. Report and discussion only.

**STAFF CONTACT:**

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September 2016  
Item No. 6

**ISSUE: STP and TAP Status Reports**

REPORT: Report and discussion on newly proposed STP and TAP Status Reports.

**BACKGROUND:**

The MPO awards approximately \$13-\$14 Million in funding each year to member governments and at any given point there are between 70 to 100 transportation projects with federal aid in the MPO planning area. With so many moving parts and projects at varying stages of completeness it is difficult for MPO staff to track project progress.

Staff is recommending requiring jurisdictions with STP and TAP projects in the STIP to complete quarterly progress reports. This will allow the MPO more accurately track project progression and to ensure projects are moving forward in a timely manner. Project tracking will also help the MPO comply with the new TIP and STIP fiscal requirements.

An example of the proposed status report will be made available before Monday's meeting.

**RECOMMENDATION:**

None. Report and discussion only.

**STAFF CONTACT:**

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September 2016  
Item No. 7

**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. Two years 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 using data available through 2015.

[The draft \*Mobilizing Tomorrow Annual Report\* is available on the MPO website \(click to access\).](#)

**RECOMMENDATION:**

None. Report and discussion only.

**STAFF CONTACT:**

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