NOTICE OF MEETING

Des Moines Area Metropolitan Planning Organization (MPO)
Transportation Technical Committee

9:30 a.m., Thursday, July 12, 2018
Des Moines Area MPO Burnham Conference Room

TENTATIVE AGENDA

1. Call To Order
2. VOTE: Approval of Agenda
3. VOTE: Approval of Meeting Minutes
   • Approve the June 7, 2018, meeting minutes.
4. REPORT and VOTE: Final Federal Fiscal Year 2019-2022 Transportation Improvement Program
   • Report on the final Federal Fiscal Years 2019-2022 Transportation Improvement Program; consider approval.
5. REPORT and VOTE: Federal Fiscal Year 2018-2021 Transportation Improvement Program Amendment
   • Report on incorporating the final 2014-2018 Safety Target language into the FFY 2018-2021 TIP; consider approval.
6. REPORT and OPTIONAL VOTE: Federal Fiscal Year 2018-2021 Transportation Improvement Program Amendment Request
   • Report regarding the Iowa DOT’s request to amend the Federal Fiscal Year 2018-2021 Transportation Improvement Program; consider approval.
7. REPORT: Planning Area Boundary Update
   • Report and discussion regarding a proposed update to the MPO’s Planning Area Boundary.
8. REPORT: Iowa Clean Air Attainment Program Schedule
   • Report on timeline for Iowa Clear Air Attainment Program applications.
9. REPORT: Regional Data Request
   • Report on data that has been requested of local communities.
10. REPORT: Mobilizing Tomorrow Update
    • Report on the process to update Mobilizing Tomorrow, the MPO’s Long-Range Transportation Plan.
11. REPORT: Upcoming Events
    • Report on upcoming events.
12. Other Non-Action Items of Interest to the Committee
13. Next Meeting Date – August 2, 2018, at 9:30 a.m.
14. Adjournment
ISSUE: Approval of Meeting Minutes

VOTE: Consider approval of the June 7, 2018, MPO Technical Committee meeting minutes.

BACKGROUND:

The minutes of the June 7, 2018, MPO Technical Committee meeting are included on the following pages.

RECOMMENDATION:

Approve the minutes of the June 7, 2018, MPO Technical Committee meeting.

STAFF CONTACT:

Tracey Deckard, tdeckard@dmampo.org
(515) 334-0075
MEETING MINUTES
Des Moines Area Metropolitan Planning Organization Transportation Technical Committee
9:30 a.m., Thursday, June 7, 2018
Des Moines Area MPO Burnham Conference Room

The MPO TTC held a meeting at 9:30 a.m., June 7, 2018, at the Des Moines Area MPO Burnham Conference Room. Before the meeting, the MPO staff emailed agenda packets to the TTC representatives and posted the agenda at the MPO office on June 1, 2018.

Representatives Present:
Jon Hanson | City of Altoona
Paul Moritz | City of Ankeny
Mark Mueller | City of Ankeny
Eric Jensen | City of Ankeny
Jeff Schug | City of Carlisle
Jeff May | City of Clive
Doug Ollendike | City of Clive
Luis Montaga | DART
Jennifer Dakovich | City of Des Moines
Mike Ludwig | City of Des Moines
Steve Naber | City of Des Moines
Sarah Constable-Runkel | HIRTA
John Gade | City of Grimes
David Wilwerding | City of Johnston
Matt Greiner | City of Johnston
Tom Leners | Madison County**
Luke Parris | City of Norwalk
Madeline Sturms | City of Pleasant Hill
Dennis Dietz | City of Polk City
Kurt Bailey | Polk County
Bret VandeLune | Polk County
Annika Schilke | City of Urbandale
Tim Stovie | City of Urbandale
Steve Franklin | City of Urbandale
David Carroll | Warren County
Eric Petersen | City of West Des Moines
Joe Cory | City of West Des Moines
Andy Loonan | IDOT

Representatives Absent:
John Shaw | City of Altoona
John Horton | City of Bondurant
Anthony Bellizzi | City of Cumming**
Murray McConnell | Dallas County
Bryan Belt | DSM International Airport
Weston Wunder | City of Grimes
Chuck Burgin | City of Indianola**
Wayne Patterson | City of Mitchellville
Wayne Schwartz | City of Norwalk
Allan Adams | City of Van Meter
Brad Deets | City of Waukee
Rudy Koester | City of Waukee
Kara Tragesser | City of West Des Moines
Dalton Jacobus | City of Windsor Heights
Darla Hugaboom | FHWA
Mark Bechtel | Federal Transit Administration*
* Non-Voting, Advisory Representative
** Non-Voting, Associate Representative

Staff Present:
Todd Ashby | Executive Director
Dylan Mullenix | Assistant Director
Zach Young | Principal Planner
Andrew Collings | Senior Planner
Mike Armstrong | Senior Planner
Marcus Coenen | Senior Planner
Allison Riley | Associate Planner
Tracey Deckard | Office Manager
Gunnar Olson | Communications Manager
Victoria Halloran | Intern
Maria Socha | Intern

Others Present:
Jennifer Bates | Shive Hattery
1. **Call to Order**
   MPO TTC Chair recognized a quorum and called the June 7, 2018, meeting to order at 9:32 a.m.

2. **Approval of Agenda**
   MOTION: A motion was made and seconded to approve the MPO TTC’s June 7, 2018 meeting agenda.
   MOTION CARRIED UNANIMOUSLY

3. **Approval of Meeting Minutes**
   MOTION: A motion was made and seconded to approve the MPO TTC April 5, 2018 meeting minutes.
   MOTION CARRIED UNANIMOUSLY

4. **Federal Fiscal Year 2019-2022 Transportation Improvement Program Draft**
   Staff presented. Recommend approval of the FY 2019-2022 Transportation Improvement Program Draft.
   MOTION: A motion was made and seconded to approve the draft FFY 2019-2022 Transportation Improvement Program and forward to the Iowa DOT for their review.
   MOTION CARRIED UNANIMOUSLY

5. **Greater Des Moines Water Trails**
   Executive Director presented. Report and Discussion only.
   [Rudy Koester/Tom Leners arrive 9:35 a.m.] [Luis Montoya arrives 9:40 a.m.]

6. **United Way Better Block Pilot**
   Staff presented. Report and discussion only.

7. **Executive Committee Restructuring**
   Executive Director presented. Report and discussion only.

8. **MPO Performance Survey**
   Staff presented. Report only.

9. **Regional Data Request**
   Staff presented. Report only.

10. **Upcoming Events**
    Staff presented. Information only.

11. **Other Non-Action Items of Interest to the Committee**
    None

12. **Next Meeting Date**
    The next meeting will be held at 9:30 a.m., on Thursday July 12, 2018.

13. **Adjournment**
    MOTION: A motion was made and seconded to adjourn the MPO TTC’s June 7, 2018 meeting; the TTC Chair adjourned the meeting at 10:15 a.m.
    MOTION CARRIED UNANIMOUSLY
ISSUE: Final FFY 2019-2022 Transportation Improvement Program Draft

REPORT and VOTE: Report regarding the final Federal Fiscal Years 2019-2022 Transportation Improvement Program; consider approval.

BACKGROUND:

The MPO 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) 2018, 2019, 2020, 2021, and/or 2022. Staff developed the project listing for the FFY 2019-2022 TIP with the information provided by the member governments.

The MPO staff will submit the FFY 2019-2022 TIP draft to the Iowa Department of Transportation (DOT) and Federal Highway Administration for review and comment on June 15, 2018. Staff will incorporate any comments received into the final draft. The final FFY 2019-2022 TIP is due to the Iowa DOT by July 15, 2018.

The MPO’s Public Participation Plan requires the FFY 2019-2022 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 19, 2018, at the MPO office.

The FFY 2019-2022 Transportation Improvement Program is available on the MPO website (click to access)

RECOMMENDATION:

Approve the Federal Fiscal Year 2019-2022 Transportation Improvement Program and forward to the Iowa DOT.

STAFF CONTACT:

Andrew Collings, acollings@dmampo.org
(515) 334-0075
ISSUE:  **FFY 2018-2021 Transportation Improvement Program Amendment**

REPORT and VOTE: Report on incorporating the final 2014-2018 Safety Target language into the FFY 2018-2021 TIP, consider approval.

BACKGROUND:

The MPO’s official 2014-2018 Safety Targets were presented and approved at the January 2018 Policy Committee meeting. Beginning on May 27, if the MPO wishes to make changes to the current FFY 2018-2021 TIP, safety target language must be adopted. This same language also must be included in the new FFY 2019-2022 TIP.

In order to facilitate the approval of needed TIP amendments, the same safety performance language that is approved in the FFY 2019-2022 TIP should be incorporated into the FFY 2018-2021 TIP.

RECOMMENDATION:

Approve the proposed *Federal Fiscal Year 2018-2021 Transportation Improvement Program Amendment* to incorporate the same safety performance language included on pages 19–21 of the FFY 2019-2022 TIP into the FFY 2018-2021 TIP.

STAFF CONTACT:

Andrew Collings, acollings@dmampo.org
(515) 334-0075
ISSUE:  *FFY 2018-2021 Transportation Improvement Program Amendment Request*

REPORT and VOTE: Consider approval of the Iowa DOT’s request to amend the *Federal Fiscal Year 2018-2021 Transportation Improvement Program*.

BACKGROUND:

The Iowa DOT has requested the following revisions to the *Federal Fiscal Year 2018-2021 Transportation Improvement Program* (FFY 2018-2021 TIP):

- **Sponsor:** Iowa DOT
- **Project:** I-80: CO RD P53/F60 TO 60TH ST IN WEST DES MOINES (EB)
- **Federal Aid Amount:** $1,911,000
- **Total Cost:** $2,123,000
- **Type of Funding:** NHPP
- **TIP Projects Modifications:** None necessary, Iowa DOT will handle as necessary
- **Change:** Move project forward to FFY 2018 and increase federal funding to $2,511,000

*A Map showing the location of the project is available on the MPO website (click to access).*

The MPO staff notes that amendments to the TIP are subject to the approval of the MPO and a public comment period. The public will have a chance to comment at the July 18, 2018, Executive Committee meeting.

RECOMMENDATION:

Approve the requested revisions to the FFY 2018-2021 TIP.

STAFF CONTACT:

Andrew Collings, acollings@dmampo.org
(515) 334-0075
ISSUE: Planning Area Boundary Update

REPORT: Discussion regarding a proposed update to the MPO’s Planning Area Boundary.

BACKGROUND:

The MPO reviews its Planning Area Boundary when updating the long-range transportation plan as well as when updating the Census Bureaus’ Urban Area Boundary. The MPO last approved a new Urban Area Boundary in August 2012. The MPO’s current Planning Area Boundary was approved in January 2013.

At a minimum, the Planning Area Boundary must include the Urban Area Boundary. At a maximum, the Planning Area Boundary can be no larger than the Metropolitan Statistical Area. In practice, the MPO’s Planning Area Boundary incorporates all land that is anticipated to be urbanized in the next twenty years as well the boundaries of all member cities. The boundary also follows US Census geography, where possible, for data collection purposes. Any changes to the Planning Area Boundary must be approved by the Central Iowa Regional Transportation Planning Alliance (CIRTPA).

There are several circumstances that have arisen that will require and update to the Planning Area Boundary, including annexation by the City of Waukee outside the current Planning Area Boundary and communities outside the boundary expressing interest in joining the MPO.

RECOMMENDATION:

None. Report and discussion only.

STAFF CONTACT:

Zach Young, zyoung@dmampo.org
(515) 334-0075
ISSUE: Iowa’s Clean Air Attainment Program Schedule

REPORT: Discussion regarding the process and timeline for Iowa Clear Air Attainment Program applications

BACKGROUND:

The purpose of Iowa’s Clean Air Attainment Program (ICAAP) is to help finance transportation projects and programs that improve air quality.

Specifically, the intent of ICAAP funding is to attain or maintain the national ambient air quality standards (NAAQS) of the 1990 Clean Air Act Amendments (CAAA) with a focus on volatile organic compounds (VOC) and nitrogen oxides (NOx), carbon monoxide (CO) and, under certain conditions, particulate matter (PM-2.5 and PM-10). VOC and NOx contribute to ground-level ozone (O3) formation.

Each year, the MPO Policy Committee reviews and approves the ICAAP applications of MPO member governments. Then, the Iowa Department of Transportation awards ICAAP funds to projects and programs with the highest potential for reducing transportation-related congestion and air pollution, thereby maintaining Iowa’s clean air quality.

ICAAP Schedule:

July 24, 2018 – Pre-Application due to the MPO
August 2018 – Pre-Application presented to the Transportation Technical, Executive, and Policy Committee’s for review.
August 2018 – Funding Subcommittee meets to develop a recommendation which ICAAP applications the MPO should approve.
September 20, 2018 – Funding Subcommittee recommendation is presented to the Technical, Executive, and Policy Committee’s for approval and ICAAP resolutions are forwarded to project sponsor to include in the final application to the Iowa Department of Transportation.
October 1, 2018 – Project sponsors submit their application to the Iowa Department of Transportation (sponsors are required to send an electronic copy of final application to the MPO staff).

The ICAAP pre-application, application, and application handbook are available on the MPO website [click to access].

RECOMMENDATION:

None. Report and discussion only.

STAFF CONTACTS:

Zach Young, zyoung@dmampo.org;
(515) 334-0075.
ISSUE: Regional Data Request

REPORT: Report on data that will be requested of local communities.

BACKGROUND:

The MPO will be requesting data on a variety of topics in the upcoming months due to several projects that have or will be undertaken this summer.

Currently, MPO staff has three data requests out to member communities:

- Fiscal Year (FY) 2019-2022 Transportation Capital Improvement Program (TCIP), which lists all transportation projects in the MPO planning area scheduled to take place during the course of the next four fiscal years. Spreadsheets have been sent to the MPO’s Transportation Technical Committee with a request to return submissions no later than June 29th, 2018, along with any corresponding shapefiles.
- Hazard Mitigation Plan Update Data Request #1: Community Profile and Capabilities worksheet outlines various plans, ordinances, staffing, and etcetera in place. City Managers and Administrators of communities within Polk County have received this document, and it is requested that one from each jurisdiction be returned as soon as possible.
- Hazard Mitigation Plan Update Data Request #2: Current and Future Land Use maps and language is being requested to assess future development in order to incorporate growth into this 5-year update. We are requesting this be completed before our next meeting on July 16th.

Additionally, as MPO staff continues development of the Long-Range Transportation Plan (LRTP) requests for related data will be made on an ad hoc basis and as it is needed.

RECOMMENDATION:

None. Report and discussion only.

STAFF CONTACT:

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**ISSUE:**  *Mobilizing Tomorrow Update*

**REPORT:** Update on the process to update Mobilizing Tomorrow, the MPO’s Long-Range Transportation Plan.

**BACKGROUND:**

The MPO is in the process of updating Mobilizing Tomorrow. The past year has focused primarily on data collection, internal staff meetings, and discussions with the Steering Committee. In the coming month’s staff will be focusing on the following elements of the plan update:

- July-August 2018: Growth Scenario Update; and,
- September-November 2018: Project Solicitation.

MPO staff will provide additional details at the July 12, 2018, meeting.

**RECOMMENDATION:**

None. Report and discussion only.

**STAFF CONTACT:**

Zach Young, zyoung@dmampo.org
(515) 334-0075
ISSUE: Upcoming Events

REPORT: Report on upcoming events of regional interest.

BACKGROUND:

Staff will highlight upcoming 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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