

NOTICE OF MEETING

Des Moines Area Metropolitan Planning Organization (MPO) Policy Committee

–

4:00 p.m., Thursday, January 17, 2019

Des Moines Area MPO Burnham Conference Room

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TENTATIVE AGENDA

1. Call To Order
2. VOTE: Approval of Agenda
3. VOTE: Approval of Meeting Minutes..... Page 2
 - Approve the November 9, 2018, meeting minutes.
4. CONSENT and VOTE: Approval of the Financial Statements Page 6
5. REPORT and VOTE: Des Moines Transload Facility Operator Page 7
 - Report and discussion regarding the Transload Operator Review Committee’s recommendation for preferred operator; consider approval.
6. REPORT: Fiscal Year 2020 Unified Planning Work Program and Budget..... Page 8
 - Report on the process for developing the Fiscal Year 2020 work program and budget.
7. REPORT: FFY 2023 Surface Transportation Block Grant Program Application Summary Page 9
 - Report regarding the applications and scores for FFY 2023 Surface Transportation Block Grant (STBG) and STBG Set-Aside Programs.
8. REPORT: Priority Project List for Annual D.C. Trip Page 10
 - Report and discussion regarding the priority project list for the Greater Des Moines Partnership’s annual trip to D.C.
9. REPORT: Environmental Justice Report Page 11
 - Report summarizing the location of Environmental Justice (EJ) areas in the MPO planning area.
10. REPORT: Upcoming Events Page 12
11. Other Non-Action Items of Interest to the Committee
12. Next Meeting Date – February 21, 2019, at 4:00 p.m.
13. 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.dmamp.org/title-vi/ or call 515-334-0075.

January 2019
Item No. 3

ISSUE: Approval of Meeting Minutes

VOTE: Consider approval of the November 8, 2018, MPO Policy Committee meeting minutes.

BACKGROUND:

The minutes of the November 8, 2018, MPO Policy Committee meeting are included on the following pages.

RECOMMENDATION:

Approve the minutes of the November 8, 2018, MPO Policy Committee meeting.

STAFF CONTACT:

Tracey Deckard, tdeckard@dmampo.org
(515) 334-0075

January 2019
Item No. 4

ISSUE: Approval of Financial Statements

VOTE: Consider approval of the November and December 2018 Financial Statements.

BACKGROUND:

The Financial Statements will be provided prior to the meeting.

RECOMMENDATION:

Approve the Financial Statements.

STAFF CONTACT:

Tracey Deckard, tdeckard@dmampo.org
(515) 334-0075

January 2019
Item No. 5

ISSUE: Des Moines Transload Facility Operator

REPORT and VOTE: Consider approval of the preferred operator for the Des Moines Transload Facility.

BACKGROUND:

The MPO issued Request for Proposals (RFP) seeking an operator to develop a rail transload facility in Des Moines with a respondent that has knowledge of, and prior successful experience with, developing and operating rail transload facilities. The deadline for submitting proposals was set for November 6, 2018.

A review committee consisting of representatives from the MPO staff, City of Des Moines, Freight Roundtable, and Greater Des Moines Partnership, interviewed operators on December 13-14, 2018. The Review Committee agreed on a preferred operator and will present their recommendation to the Executive Committee at the January 9, 2018, meeting.

RECOMMENDATION:

Recommend approval of the Transload Operator Review Committee's recommendation for preferred operator.

STAFF CONTACT:

Zach Young, zyoung@dmampo.org
(515) 334-0075

January 2019
Item No. 6

I ISSUE: *Fiscal Year 2020 Unified Planning Work Program and Budget Development*

REPORT: Discussion of the process to develop the next work program and budget.

BACKGROUND:

MPO staff is beginning to develop the *Fiscal Year 2020 Unified Planning Work Program* (FY 2020 UPWP) and budget, which will document all planning activities the MPO will perform from July 1, 2019, through June 30, 2020. The Iowa Department of Transportation (DOT) requires the UPWP to describe the MPO's proposed planning activities – including task objectives, previous work, project descriptions, and work products – as well as the budget and funding sources to carry out the planning activities. The Iowa DOT requires the MPO to submit a draft UPWP by April 1, 2019, and a final UPWP by June 1, 2019.

The MPO staff asks for input from member governments and participating agencies on planning tasks for FY 2020 throughout the development of the UPWP. In particular, MPO staff would welcome any proposals for special studies, plans, or other activities, as well as requests for local planning assistance.

RECOMMENDATION:

None. Report and discussion only.

STAFF CONTACT:

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January 2019
Item No. 7

ISSUE: Federal Fiscal Year 2023 Surface Transportation Block Grant Program Application Summary

REPORT: Discussion regarding applications and scores for FFY 2023 Surface Transportation Block Grant Program (STBG).

BACKGROUND:

The deadline for submission of Federal Fiscal Year (FFY) 2023 Surface Transportation Block Grant (STBG) Program applications was December 7, 2018. The MPO staff received 20 STBG applications, including nine (9) roadway projects, three (3) Maintenance/System Optimization, three (3) bridge projects, one (1) transit project, one (1) planning study, and three (3) bicycle/pedestrian projects.

[The list of submitted STBG projects is available on the MPO website \(click to access\).](#)

MPO staff is working to develop scores and will provide the project scores in early January 2019. The MPO staff will collect public input on the projects through January 31, 2019. The Funding Subcommittee will meet in February to hear presentations from sponsors with eligible projects. This workshop provides project sponsors with the opportunity to discuss their projects and to answer specific questions from the Funding Subcommittee. The Funding Subcommittee will meet later in February to develop a funding recommendation for consideration by the MPO Executive Committee and the MPO Policy Committee. These dates are in the process of being scheduled.

RECOMMENDATION:

None. Report and discussion only.

STAFF CONTACT:

Zach Young, zyoung@dmampo.org
(515) 334-0075

January 2019
Item No. 8

ISSUE: Priority Project List for Annual D.C. Trip

REPORT: Report on the priority projects and policies submitted for the Greater Des Moines Partnership's annual trip to Washington D.C

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. Staff requested that updates to the projects and policies to include be submitted by December 7, 2018.

Key dates in the process are as follows:

- January – Draft project listing provided to MPO committees for discussion;
- February – Surface Transportation Program (STP) Funding Subcommittee meets to identify priority projects from the assembled listing;
- March – 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 8-10, 2019.

[The complete list of priority projects is available on the MPO website \(click to access\).](#)

RECOMMENDATION:

None. Report and discussion only.

STAFF CONTACT:

Zach Young, zyoung@dmampo.org
(515) 334-0075

January 2019
Item No. 9

ISSUE: Environmental Justice Report

REPORT: Report summarizing the location of Environmental Justice (EJ) in the MPO planning area.

BACKGROUND:

The MPO works to ensure the fair treatment and meaningful involvement of all residents in the region. To ensure fair treatment, the MPO identifies Environmental Justice (EJ) areas or areas with large populations of traditionally underserved individuals.

[The Draft Environmental Justice Report is available on the MPO website \(click to access\).](#)

RECOMMENDATION:

None. Report and discussion only.

STAFF CONTACT:

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January 2019
Item No. 10

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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