NOTICE OF MEETING

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

9:30 a.m., Thursday, November 7, 2019
Des Moines Area MPO Burnham Conference Room

TENTATIVE AGENDA

1. Call To Order
2. VOTE: Approval of Agenda
3. VOTE: Approval of Meeting Minutes ................................................................. Page 2
   • Approve the October 3, 2019, meeting minutes.
4. PRESENTATION: Ankeny Bicycle Tourism Plan .................................................. Page 5
   • Derek Lord, with the City of Ankeny’s Economic Development Department, will present on
     Ankeny’s bicycle tourism plan.
5. REPORT and VOTE: Calendar Year 2020 Meeting Dates ..................................... Page 6
   • Report on the proposed meeting dates in Calendar Year 2020 for the MPO’s Transportation
     Technical Committee; consider approval.
6. REPORT and VOTE: Mobilizing Tomorrow Final Draft ........................................ Page 8
   • Report and discussion regarding the final draft of Mobilizing Tomorrow, the MPO’s long-range
     transportation plan update; consider approval.
7. REPORT and VOTE: Surface Transportation Block Grant Scoring Criteria .................. Page 9
   • Report and discussion regarding the updated scoring criteria for Surface Transportation Block
     Grant applications; consider approval.
8. REPORT: Model Bicycle Ordinance Update ........................................................... Page 10
   • Report and discussion regarding the Model Bicycle Ordinance.
9. REPORT: Greater Des Moines Street Collective’s 8-Cycle Application ....................... Page 11
   • Report and discussion regarding the possibility of the MPO serving as the project sponsor for
     the Greater Des Moines Street Collective’s application for Transportation Alternative Funding.
10. REPORT: Upcoming Events ................................................................................... Page 12
11. Other Non-Action Items of Interest to the Committee
12. Next Meeting Date – December 5, 2019, at 9:30 a.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.dmampo.org/title-vi/ or call 515-334-4075.
ISSUE: Approval of Meeting Minutes

VOTE: Consider approval of the October 3, 2019, MPO Technical Committee meeting minutes.

BACKGROUND:

The minutes of the October 3, 2019, MPO Technical Committee meeting are included on the following pages.

RECOMMENDATION:

Approve the minutes of the October 3, 2019, 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, October 3, 2019
Des Moines Area MPO Burnham Conference Room

The MPO TTC held a meeting at 9:30 a.m., October 3, 2019, 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 September 26, 2019.

Representatives Present:
Scott Atzen | City of Altoona
Mark Mueller | City of Ankeny
John Horton | City of Bondurant
Jeff Schug | City of Carlisle
Jeff May | City of Clive
Thomas Vlach | City of Des Moines
Mike Ludwig | City of Des Moines
Steve Naber | City of Des Moines
Luis Montoya | DART
Charlie Dissell | City of Indianola**
Dave Wilwerding | City of Johnston
Luke Parris | City of Norwalk
Madeline Sturms | City of Pleasant Hill
Bret VandeLune | Polk County
Chelsea Huisman | City of Polk City
Dave McKay | City of Urbandale
David Carroll | Warren County
Brad Deets | City of Waukee
Kara Tragesser | City of West Des Moines
Dalton Jacobus | City of Windsor Heights
Andy Loonan | IDOT

Staff Present:
Dylan Mullenix | Assistant Director
Zach Young | Planning Manager
Andrew Collings | Principal Planner
Sreyoshi Chakraborty | Senior Planner
Allison van Pelt | Associate Planner
Zhi Chen | Associate Planner
Gunnar Olson | Communications Manager
Tanvi Halde | Intern

Others Present:
Clifford Leonard | Public

Representatives Absent:
Paul Moritz | City of Ankeny
Anthony Bellizzi | City of Cumming**
Al Miller | Dallas County
John Gade | City of Grimes
Julia Castillo | HIRTA
Tom Leners | Madison County**
Wayne Patterson | City of Mitchellville
Allan Adams | City of Van Meter
Eric Petersen | City of West Des Moines
Bryan Mulcahy | DSM International Airport
Darla Hugaboom | FHWA
Mark Bechtel | Federal Transit Administration*
* Non-Voting, Advisory Representative
** Non-Voting, Associate Representative
1. **Call to Order**  
MPO TTC Chair recognized a quorum and called the October 3, 2019, meeting to order at 9:30 a.m.

2. **Approval of Agenda**  
**MOTION:** A motion was made and seconded to approve the October 3, 2019 MPO TTC’s meeting agenda.  
**MOTION CARRIED UNANIMOUSLY**

3. **Approval of Meeting Minutes**  
**MOTION:** A motion was made and seconded to approve the MPO TTC September 5, 2019 meeting minutes.  
**MOTION CARRIED UNANIMOUSLY**

4. **Federal Fiscal Year 2020-2023 Transportation Improvement Program (TIP) Amendment Request**  
Staff presented. Recommend approval of the FFY 2020-2023 TIP Amendment request by the City of Pleasant Hill.  
**MOTION:** A motion was made and seconded to approve the FFY 2020-2023 TIP Amendment request.  
**MOTION CARRIED UNANIMOUSLY**

5. **Surface Transportation Block Grant Project Scoring**  
Staff presented. Report only.

6. **Federal Legislative Agenda for Annual D.C. Trip**  
Staff presented. Report only.

7. **Mobilizing Tomorrow Draft**  
Staff presented. Report only.

8. **Pavement Condition Data Collection**  
Staff presented. Report only.

9. **Upcoming Events**  
Information only.

10. **Other Non-Action Items of Interest to the Committee**  
The chair welcomed new member Chelsea Huisman from Polk City.

11. **Next Meeting Date**  
The next meeting will be held at 9:30 a.m., on Thursday, November 7 2019.

12. **Adjournment**  
**MOTION:** A motion was made and seconded to adjourn the MPO TTC’s October 3, 2019 meeting; the TTC Chair adjourned the meeting at 9:51 a.m.  
**MOTION CARRIED UNANIMOUSLY**
ISSUE: Ankeny Bicycle Tourism Plan

PRESENTATION: Derek Lord, with the City of Ankeny’s Economic Development Department, will present on Ankeny’s bicycle tourism plan.

BACKGROUND:

The City of Ankeny’s Economic Development Department started the Bicycle Tourism and Economic Development Strategies planning effort in spring 2018. The overall goal of the effort is to identify implementable strategies that will bolster local economic activity through bicycle tourism. Ankeny’s Bicycle Tourism Plan outlines the strategies Ankeny can carry out over the next eight years to place Ankeny on the map of every bicycle tourist’s list of places to visit.

The Ankeny Bicycle Tourism Plan is available on their website (click to access).

RECOMMENDATION:

None. Presentation Only.

STAFF CONTACT:

Dylan Mullenix, dmullenix@dmampo.org;
(515) 334-0075
ISSUE: Calendar Year 2020 Meeting Dates

REPORT and VOTE: Report on the proposed meeting dates in Calendar Year 2020 for the MPO’s Transportation Technical Committee; consider approval.

BACKGROUND:

The MPO staff annually issues a proposed MPO meeting schedule for the upcoming calendar year. The MPO is required to issue its upcoming meeting dates to comply with the State of Iowa’s Open Meetings Law. MPO staff asks for feedback on any known conflicts with the proposed schedule.

Included, immediately following, is the proposed Calendar Year 2020 MPO meeting schedule.

RECOMMENDATIONS:

Approve the meeting dates for Calendar Year 2020.

STAFF CONTACT:

Tracey Deckard, tdeckard@dmampo.org; (515) 334-0075.
# MPO COMMITTEE 2020 MEETING DATES

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<thead>
<tr>
<th>TTC COMMITTEE</th>
<th>EXECUTIVE COMMITTEE</th>
<th>POLICY COMMITTEE</th>
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*Meeting date change- different from normal schedule-*

**January- all meetings moved one week due to New Year Holiday**

**November- Exec moved one week (MPO closed for Veterans day Nov 11) scheduled for day before policy**

**MPO Executive and Policy Committee approved the elimination of Policy meetings in March, July and December**
ISSUE: Mobilizing Tomorrow Final Draft

REPORT and VOTE: Consider approval of the final draft of Mobilizing Tomorrow, the MPO’s long-range transportation plan update.

BACKGROUND:

The MPO staff is making final edits to Mobilizing Tomorrow, the MPO’s long-range transportation plan. The long-range transportation plan requires a 45-day public comment period which opened on September 24, 2019. Staff will collect public comment through November 10, 2019.

This is an updated to the plan that was adopted in November 2014. Staff has prepared a summary document that outlines the contents of the plan and changes that were made from the last plan update.

The Mobilizing Tomorrow Summary document is available on the MPO website (click to access).

The Long-Range Plan Steering Committee will meet on November 5, 2019, to recommend the approval of the updated Mobilizing Tomorrow Plan. Staff has received comments from the Iowa Department of Transportation and is working to review and incorporate these comments into the final draft of the plan.

Staff will provide an updated version of the plan prior to the November meeting.

RECOMMENDATION:

Recommend approval of the final draft of the update to Mobilizing Tomorrow, the MPO’s long-range transportation plan.

STAFF CONTACT:

Zach Young, zyoung@dmampo.org
(515) 334-0075
ISSUE: Surface Transportation Block Grant Project Scoring Criteria

REPORT and VOTE: Consider approval of the updated scoring process for the Surface Transportation Block Grant (STBG) program applications.

BACKGROUND:

In light of the long-range transportation plan update, staff is reviewing and updating the scoring process for Surface Transportation Block Grant (STBG) program applications. Staff has prepared a draft of the updated scoring criteria.

The draft scoring criteria is available on the MPO website (click to access).

The Planning and Engineering Subcommittee reviewed the draft scoring criteria at their October 21, 2019, meeting and recommended forwarding the scoring criteria on to the Funding Subcommittee for their review and approval.

The Funding Subcommittee met on October 30, 2019, to review the draft scoring process and provided a recommendation to the Executive and Policy Committee to approve the updated scoring criteria.

RECOMMENDATION:

Recommend approval of the updated scoring criteria for Surface Transportation Block Grant applications.

STAFF CONTACTS:

Zach Young, zyoung@dmampo.org; (515) 334-0075.
ISSUE: Model Bicycle Ordinance Update

REPORT: Update and discussion regarding the Model Bicycle Ordinance

BACKGROUND:

The Model Bicycle Ordinance had been tabled by the Technical Committee in September 2019, in order to allow the MPO to develop a detailed implementation and outreach plan. Since then the MPO Staff has made some draft changes to the ordinance and started working with communities and other stakeholders to get additional feedback and keep refining the ordinance language.

The current version of the Model Bicycle Ordinance is available on the MPO website (click to access).

RECOMMENDATION:

None. Report and discussion only.

STAFF CONTACT:

Sreyoshi Chakraborty, schakraborty@dmampo.org
(515) 334-0075
ISSUE: Greater Des Moines Street Collective’s B-Cycle Application

REPORT: Report and discussion regarding the possibility of the MPO serving as the project sponsor for the Greater Des Moines Street Collective’s application for Transportation Alternative Funding

BACKGROUND:

The Des Moines B-Cycle program, managed by the Street Collective and its partners, has over 20 stations and 120 bikes available to the public for use. The popularity of this program is evident from consistent usage, throughout the year. The Street Collective has been looking at options to enhance the existing bikeshare system by adding e-bikes to their fleet. E-bikes are gaining popularity in other communities because they allow additional mobility to users. They are currently exploring funding options to purchase e-bikes and are considering the use STBG Set Aside (TAP) funding in order to do so.

RECOMMENDATION:

None. Report and discussion only.

STAFF CONTACT:

Sreyoshi Chakraborty, schakraborty@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.

Cultivating Communities as a Catalyst for Lasting Change

Rich Harwood, president and founder of The Harwood Institute, will be the keynote speaker for a special edition of the Tomorrow Plan Speaker Series, featuring a midpoint review of Capital Crossroads 2.0. Harwood is dedicated to transforming public and political lives by supporting individuals, organizations and communities in their quest to create change. Harwood will discuss concrete ways for Central Iowans to build community and overcome challenges to inspire positive, lasting change.

THURSDAY, DECEMBER 12
11:30 a.m. — PICK UP LUNCH
11:35 a.m. — MIDPOINT REVIEW OF CAPITAL CROSSROADS
12 p.m. — KEYNOTE
1 p.m. — Q&A

STATE HISTORICAL MUSEUM
600 E. LOCUST ST., DES MOINES

OPTIONAL LUNCH AVAILABLE FOR PURCHASE
RSVP HERE: http://tomorrowplanspeakerseries.org/rich-harwood/

RECOMMENDATION:

None. Report and discussion only.

STAFF CONTACT:

Gunnar Olson, golson@dmampo.org
(515) 334-0075