1. **Call To Order**

2. **VOTE:** Approval of Agenda

3. **VOTE:** Approval of Meeting Minutes
   - Approve the January 9, 2020, meeting minutes.

4. **PRESENTATION:** Polk County Conservation Water Quality Monitoring Programs
   - Presentation on the numerous water quality monitoring efforts Polk County Conservation is coordinating around the Des Moines metro.

5. **REPORT and VOTE:** Election of Calendar Year 2020 Officers
   - Receive the Nominating Committee’s recommendation for the Technical Committee’s Chair and Vice-Chair positions; consider approval.

6. **REPORT and VOTE:** FFY 2020-2023 Transportation Improvement Program Amendment
   - Report regarding the City of Norwalk’s request to amend the Federal Fiscal Year 2020-2023 Transportation Improvement Program.

7. **REPORT and VOTE:** FY 2020 Central Iowa Trail Condition Report
   - Report on the updates to the 2020 Central Iowa Trail Condition Report; consider approval.

8. **REPORT and VOTE:** Safety Targets
   - Report on the 2016-2020 safety targets for the Des Moines Area Planning Area; consider approval.

9. **REPORT:** FFY 2021-2024 Transportation Improvement Program Development
   - Report on the FFY 2021-2024 Transportation Improvement Program Schedule.

10. **REPORT:** Fiscal Year 2021 Unified Planning Work Program and Budget
    - Report on the process for developing the Fiscal Year 2021 work program and budget.

11. **REPORT:** Illustrative Project List
    - Report and discussion regarding amending the Long-Range Transportation Plan to include an illustrative project list.

12. **REPORT:** FFY 2024 Surface Transportation Block Grant Applications
    - Report and Discussion regarding applications for FFY 2024 Surface Transportation Block Grant Program (STBG).

13. **REPORT:** FFY 2024 Transportation Alternative Program Applications
    - Report and Discussion regarding applications for FFY 2024 Surface Transportation Block Grant Program Set Aside (TAP).

14. **REPORT:** Census 2020 PSAP Verification Phase

15. **REPORT:** Upcoming Events

16. **Other Non-Action Items of Interest to the Committee**

17. **Next Meeting Date** – March 5, 2020, at 9:30 a.m.

18. **Adjournment**
ISSUE: Approval of Meeting Minutes

VOTE: Consider approval of the January 9, 2020, MPO Technical Committee meeting minutes.

BACKGROUND:

The minutes of the January 9, 2020, MPO Technical Committee meeting are included on the following pages.

RECOMMENDATION:

Approve the minutes of the January 9, 2020, 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, January 9, 2020
Des Moines Area MPO Burnham Conference Room

The MPO TTC held a meeting at 9:30 a.m., January 9, 2020, 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 January 3, 2020.

Representatives Present:
John Dostart | City of Altoona
Paul Moritz | City of Ankeny
John Horton | City of Bondurant
Jeff Schug | City of Carlisle
Jeff May | City of Clive
John Davis | City of Des Moines
Michael Ludwig | City of Des Moines
Steve Naber | City of Des Moines
Luis Montoya | DART
Charlie Dissell | City of Indianola**
Tom Leners | Madison County**
Luke Parris | City of Norwalk
Madeline Sturms | City of Pleasant Hill
Bret VandeLune | Polk County
Chelsea Huisman | City of Polk City
David Carroll | Warren County
Brad Deets | City of Waukee
Eric Petersen | City of West Des Moines
Dalton Jacobus | City of Windsor Heights
Andy Loonan | IDOT

Representatives Absent:
Mark Mueller | City of Ankeny
Anthony Bellizzi | City of Cumming**
Al Miller | Dallas County
Julia Castillo | HRTA
Matt Ahrends | City of Grimes
Dave Wilwerding | City of Johnston
Wayne Patterson | City of Mitchellville
Dave McKay | City of Urbandale
Allan Adams | City of Van Meter
Kara Tragesser | 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

Staff Present:
Todd Ashby | Executive Director
Dylan Mullenix | Assistant Director
Zach Young | Planning Manager
Andrew Collings | Principal Planner
Tracey Deckard | Office Manager
Sreyoshi Chakraborty | Senior Planner
Allison van Pelt | Associate Planner
Zhi Chen | Associate Planner
Tanvi Halde | Intern
Aspen Pflanz | Intern

Others Present:
Clifford Leonard | Public
Kevin Foley | Des Moines Int. Airport
1. **Call to Order**
   MPO TTC Chair recognized a quorum and called the January 9, 2020, meeting to order at 9:32 a.m.

2. **Approval of Agenda**
   **MOTION:** A motion was made and seconded to approve the December 5, 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 November 7, 2019 meeting minutes.
   **MOTION CARRIED UNANIMOUSLY**

4. **Presentation: Des Moines International Airport Parking Garage Navigation System**
   A representative from the Des Moines Airport provided an update on the Des Moines International Airport Parking Garage Navigation System.

5. **Presentation: First Lego League Team**
   The First Lego League Team gave a presentation on their autonomous vehicle project.

6. **Fiscal Year 2021 Unified Planning Work Program and Budget**
   Staff presented. Report and discussion only.

7. **Surface Transportation Block Grant (STBG) Program Schedule**
   Staff presented. Report and discussion only.

8. **Priority Project List for Annual D.C. Trip**
   Staff presented. Report and discussion only.

9. **Safety Targets**
   Staff presented. Report and discussion only.

10. **Trail Map Update**
    Staff presented. Report and discussion only.

11. **Illustrative Project List**
    Staff presented. Report and discussion only.

12. **Upcoming Events**
    Information only.

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

14. **Next Meeting Date**
    The next meeting will be held at 9:30 a.m., on Thursday, February 6, 2020.

15. **Adjournment**
    **MOTION:** A motion was made and seconded to adjourn the MPO TTC’s January 9, 2019 meeting; the TTC Chair adjourned the meeting at 10:19 a.m.
    **MOTION CARRIED UNANIMOUSLY**
PRESENTATION: Polk County Conservation Water Quality Monitoring Programs

PRESENTATION: Presentation and discussion of Polk County Conservation’s water quality monitoring programs throughout the Des Moines Metro.

BACKGROUND:

Rich Leopold with Polk County Conservation will discuss their ongoing coordination of many different water quality monitoring programs within the Des Moines Metro. They range from chemical/physical parameters, to ecological stream health, to turbidity and E. coli relationships, to direct sampling for human pathogens. He will discuss various monitoring regimes and timelines for data interpretation.

RECOMMENDATION:

None. Report and discussion only.

STAFF CONTACTS:

Allison van Pelt, avanpelt@dmampo.org; (515) 334-0075
ISSUE: Election of Calendar Year 2020 Officers

VOTE: Consider approval of the Nominating Committee’s recommendation for Calendar Year 2020 Technical Committee Chair and Vice-Chair positions.

BACKGROUND:

The MPO Transportation Technical Committee Chair, Jeff May, appointed Mike Ludwig and Dave McKay to serve on the annual Nominating Committee to prepare a slate of candidates for the election of MPO TTC Chair and MPO TTC Vice-Chair for the upcoming calendar year.

The Nominating Committee will present their recommendations at the February 6, 2020, meeting. The Chair will also accept nominations from the floor at that time. The CY 2020 Chair and Vice-Chair will assume their responsibilities beginning in March 2020.

RECOMMENDATION:

Approve the Calendar Year 2020 Chair and Vice-Chair.

STAFF CONTACT:

Dylan Mullenix, dmullenix@dmampo.org
(515) 334-0075
ISSUE: FFY 2020-2023 Transportation Improvement Program Amendment

REPORT and VOTE: Report regarding the City of Norwalk’s request to amend the Federal Fiscal Year 2020-2023 Transportation Improvement Program; consider approval.

BACKGROUND:

The City of Norwalk has requested the following revision to the Federal Fiscal Year 2020-2023 Transportation Improvement Program (FFY 2020-2023 TIP):

Sponsor: City of Norwalk  
Project: Great Western Trail Connection  
Federal Aid Amount: $225,000  
Total Cost: $1,198,000  
Type of Funding: STBG ($100,000), Land & Water Conservation Fund ($125,000)  
TIP Projects Modifications: Reduce total project funding and update the scope of the project (below)  

Changes:

▪ Reduce total project funding to $500,000.  
▪ Update the project scope to "A pedestrian bridge over an inlet to Lake Colechester on Beardsley Street along with a 10’ wide trail from the proposed bridge to Clearwater Drive to the east. The project will also include a short portion of trail to the west of the proposed bridge to connect to a trail on Beardsley Street."

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 February 20, 2020, Policy Committee meeting.

RECOMMENDATION:

Approve the amendment request to the FFY 2020-2023 Transportation Improvement Program.

STAFF CONTACT:

Sreyoshi Chakraborty, schakraborty@dmampo.org  
(515) 334-0075
ISSUE: Fiscal Year 2019 Central Iowa Trail Condition Report


BACKGROUND:

The MPO’s Data Bike Program has been developed to utilize a bike-based data collection system that provides comprehensive trail roughness information for the over 600 plus miles of trails within Central Iowa. In 2018 the MPO produced a report of trail conditions from a data collection effort in 2017 (click to access report from the MPO’s website).

During the summer and fall of 2019, the MPO staff conducted another round of data collection on approximately 112 miles of more highly used trails and the Downtown Des Moines on-street bike facilities. Over 31,400 photos of the trail surface, and more than 1,400 photos for Google Street View were also collected.

The process and finding from the recent data collection are summarized in the 2019 Central Iowa Trail Conditions Report. Minor updates were made to improve the classification of some trail segments since the last draft.

RECOMMENDATION:

Approval of the 2019 Central Iowa Trail Condition Report.

STAFF CONTACTS:

Zhi Chen, zchen@dmampo.org
(515) 334-007
ISSUE: Safety Targets

REPORT and VOTE: Consider approval of the 2016-2020 safety performance targets.

BACKGROUND:

In April 2016, the Federal Highway Administration (FHWA) released the final rulemaking for safety performance measures for the Highway Safety Improvement Program (HSIP). Included in the rulemaking are definitions of key terms, the applicability of the rule, and guidance on how to establish performance targets, determine if progress is achieved, and reporting targets for the HSIP. The rulemaking established two options for MPO targets: 1) support the Statewide targets or 2) establish targets for the planning area.

In August 2019, the Iowa Department of Transportation (DOT) established statewide performance targets for the 2016-2020 time-period. These targets take into consideration crashes throughout the entire state and are reported in the HSIP. The Des Moines Area MPO had 180 days to make a determination to support or set its own targets. Staff consulted the MPO Planning Subcommittee and the Engineering Subcommittee in October 2019 to continue to establishing targets for the planning area. This new report provides updated information and targets which must be adopted prior to February 27, 2020.

The 2016-2020 Safety Targets Report is available on the MPO website (click to access).

RECOMMENDATION:

Approval of the 2016-2020 safety performance targets and report.

STAFF CONTACT:

Zhi Chen, zchen@dmampo.org
(515) 334-007
ISSUE: FFY 2021-2024 Transportation Improvement Program Development

REPORT: Report on the process to develop the Federal Fiscal Years 2021-2024 Transportation Improvement Program.

BACKGROUND:

The Federal Highway Administration (FHWA) requires that the MPO annually develop a four-year Transportation Improvement Program (TIP) that details the use of federal funds for transportation projects in the Metropolitan Planning Area.

The MPO staff will begin working on the Federal Fiscal Years 2021-2024 Transportation Improvement Program (FFY 2021-2024 TIP) by providing each MPO member government and participating agency a listing of their current TIP projects and associated information from the Iowa Department of Transportation’s Transportation Program Management System for review and update.

The TIP Development Schedule is available on the MPO website (Click to Access).

The MPO staff requests that member governments and agencies determine if projects currently programmed for FFY 2020 will receive FHWA authorization to proceed with development before October 1, 2020. If a project does not receive FHWA authorization before October 1, 2020, then the project will need to “roll-over” to a future year in the TIP.

The MPO staff distributes status reports to member governments that currently have projects programmed in the TIP. Over the coming months, staff will contact each of these member governments to discuss the details of their respected projects.

RECOMMENDATIONS:

None. Report and discussion only.

STAFF CONTACT:

Sreyoshi Chakraborty, schakraborty@dmampo.org; (515) 334-0075
ISSUE: Fiscal Year 2021 Unified Planning Work Program and Budget

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

BACKGROUND:

MPO staff is beginning to develop the Fiscal Year 2021 Unified Planning Work Program (FY 2021 UPWP) and budget, which will document all planning activities the MPO will perform from July 1, 2020, through June 30, 2021. 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, 2020, and a final UPWP by June 1, 2020.

The MPO staff is developing a survey that will be distributed prior to the February meeting. The survey will allow member governments and participating agencies to provide input on planning tasks for FY 2021 including any proposals for special studies, plans, or other activities, as well as requests for local planning assistance.

RECOMMENDATIONS:

None. Report and discussion only.

STAFF CONTACT:

Dylan Mullenix, dmullenix@dmampo.org
(515) 334-0075
ISSUE: Illustrative Project List

REPORT: Discussion regarding amending the Long-Range Transportation Plan to include an illustrative project list.

BACKGROUND:

The MPO Policy Committee approved the Long-Range Transportation Plan update at their November 21, 2019, meeting. At the meeting, the committee discuss the lack of a north-south thoroughfare in the metro. The extension of Martin Luther King Jr Boulevard north was specially mentioned as an option and the committee requested that staff being the process of looking at amending the plan to include the MLK extension north as an illustrative project in the plan. Staff requested that illustrative projects be submitted by January 31, 2020.

The list of submitted illustrative projects will be provided prior to the February meeting. This amendment will be subject to a 45-day public comment period which will begin on February 17, 2020.

RECOMMENDATIONS:

None. Report and discussion only.

STAFF CONTACT:

Zach Young, zyoung@dmampo.org;
(515) 334-0075
ISSUE: FFY 2024 Surface Transportation Block Grant Program Applications

REPORT: Discussion regarding applications for FFY 2024 Surface Transportation Block Grant Program (STBG).

BACKGROUND:

The deadline for submission of Federal Fiscal Year (FFY) 2024 Surface Transportation Block Grant (STBG) Program applications was January 17, 2020. The MPO staff received 14 STBG applications, including three (3) system capacity projects, six (6) major reconstruction/replacement projects, three (3) bridge projects, one (1) transit project, and one (1) planning study/other project.

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/mid-February 2020. The Funding Subcommittee will meet on February 26, 2020, from 1:00 pm to 4:00 pm 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 in March to develop a funding recommendation for consideration by the MPO Executive Committee and the MPO Policy Committee.

RECOMMENDATIONS:

None. Report and discussion only.

STAFF CONTACT:

Zach Young, zyoung@dmampo.org;
(515) 334-0075
ISSUE: FFY 2024 Transportation Alternatives Program Applications

REPORT: Discussion regarding applications for FFY 2024 Surface Transportation Block Grant Program Set Aside (TAP).

BACKGROUND:

The deadline for submission of Federal Fiscal Year (FFY) 2024 Surface Transportation Block Grant Set Aside (TAP) Program applications was December 6, 2019. The MPO staff received 4 TAP applications from the following sponsors - City of Des Moines, City of Clive, DART, and City of Ankeny.

The list of submitted TAP projects is available on the MPO website (click to access).

MPO staff worked with a TAP Scoring Committee to develop scores for each application. The Committee finalized their scores on January 21. The MPO staff will provide project scores to the Funding Subcommittee for review. The Funding Subcommittee will meet on February 26, 2020, from 1:00 pm to 4:00 pm 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 again 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.

RECOMMENDATIONS:

None. Report and discussion only.

STAFF CONTACT:

Sreyoshi Chakraborty, schakraborty@dmampo.org; (515) 334-0075
ISSUE: Census 2020 PSAP Verification Phase

REPORT: Discussion regarding the Census 2020 PSAP Verification Phase actions and timeline.

BACKGROUND:

The Census is currently in its Verification Phase in which communities either accept the Census’ decision or propose any additional corrections or changes. To review the Census’ current decision, please use their TigerWEB tool (https://tigerweb.geo.census.gov/tigerweb/) and examine your jurisdiction.

Staff requests that communities contact the MPO by **February 13, 2020** and indicate whether (1) your community accepts the Census’ decision or (2) your community intends to propose additional corrections or changes. Your community need not prepare or submit any actual corrections or changes by February 13, 2020.

RECOMMENDATIONS:

None. Report and discussion only.

STAFF CONTACT:

Zhi Chen, zchen@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:

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