NOTICE OF MEETING

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

9:30 a.m., Thursday, March 5, 2020
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 January 9, 2020, meeting minutes.
4. PRESENTATION: Workforce Housing Study ........................................... Page 6
   • Emily Kessinger, Capital Crossroads Director, will present on the workforce housing study.
5. REPORT and VOTE: DRAFT FY 2021 Unified Planning Work Program and Budget ............. Page 7
   • Report on the draft Fiscal Year 2021 Work Program and budget prior to the draft’s submission to the Iowa Department of Transportation for review; consider approval.
6. REPORT: FFY 2021-2024 Transportation Improvement Program Development ................ Page 8
   • Report on the FFY 2021-2024 Transportation Improvement Program Schedule.
7. REPORT: FFY 2024 Surface Transportation Block Grant (STBG) Application Scores ............. Page 9
   • Report regarding the applications and scores for FFY 2024 Surface Transportation Block Grant (STBG) Program.
8. REPORT: Upcoming Events ............................................................................. Page 10
9. Other Non-Action Items of Interest to the Committee
10. Next Meeting Date – April 2, 2020, at 9:30 a.m.
11. Adjournment

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ISSUE: Approval of Meeting Minutes

VOTE: Consider approval of the February 6, 2020, MPO Technical Committee meeting minutes.

BACKGROUND:

The minutes of the February 6, 2020, MPO Technical Committee meeting are included on the following pages.

RECOMMENDATION:

Approve the minutes of the February 6, 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, February 6, 2020  
Des Moines Area MPO Burnham Conference Room  

The MPO TTC held a meeting at 9:30 a.m., February 6, 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 30, 2020.

**Representatives Present:**  
Scott Atzen | City of Altoona
Paul Moritz | City of Ankeny
Mark Mueller | City of Ankeny
Maggie Murray | City of Bondurant
Jeff Schug | City of Carlisle
John Davis | City of Des Moines
Michael Ludwig | City of Des Moines
Steve Naber | City of Des Moines
Tony Filippini | DART
Alex Pfalzgraff | City of Grimes
Charlie Dissell | City of Indianola**
Dave Wilwerding | City of Johnston
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
Dave McKay | City of Urbandale
Brad Deets | City of Waukee
Eric Petersen | City of West Des Moines
Kara Tragesser | City of West Des Moines
Dalton Jacobus | City of Windsor Heights
Andy Loonan | IDOT

**Staff Present:**  
Todd Ashby | Executive Director
Zach Young | Planning Manager
Andrew Collings | Principal Planner
Tracey Deckard | Office Manager
Allison van Pelt | Associate Planner
Zhi Chen | Associate Planner

**Others Present:**  
Richard Leopold | Polk County Conservation

**Representatives Absent:**  
Jeff May | City of Clive
Anthony Bellizzi | City of Cumming**
Al Miller | Dallas County
Julia Castillo | HIRTA
Wayne Patterson | City of Mitchellville
Allan Adams | City of Van Meter
David Carroll | Warren County
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 February 6, 2020, meeting to order at 9:31 a.m.

2. **Approval of Agenda**  
**MOTION:** A motion was made and seconded to approve the February 6, 2020 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 January 9, 2020 meeting minutes.  
**MOTION CARRIED UNANIMOUSLY**

4. **Presentation: Polk County Conservation Water Quality Monitoring Programs**  
Richard Leopold presented.

5. **Election of Calendar Year 2020 Officers**  
Election committee recommends Bret VandeLune as TTC Chair and Steve Naber as Vice Chair for CY 2020.  
**MOTION:** A motion was made and seconded to approve the CY 2020 TTC Officers.  
**MOTION CARRIED UNANIMOUSLY**

6. **FFY 2020-2023 Transportation Improvement Program Amendment**  
Staff presented. Recommend approval of the City of Norwalk’s amendment request.  
**MOTION:** A motion was made and seconded to approve the City of Norwalk’s amendment request to the FFY 2020-2023 Transportation Improvement Program.  
**MOTION CARRIED UNANIMOUSLY**

7. **Fiscal Year 2019 Central Iowa Trail Condition Report**  
Staff presented. Recommend approval of the 2019 Central Iowa Trail Condition Report.  
**MOTION:** A motion was made and seconded to approve the FY 2019 Central Iowa Trail Condition Report.  
**MOTION CARRIED UNANIMOUSLY**

8. **Safety Targets**  
Staff presented. Recommend approval of the 2016-2020 safety performance targets and report.  
**MOTION:** A motion was made and seconded to approve the 2016-2020 safety performance targets and report.  
**MOTION CARRIED UNANIMOUSLY**

9. **FFY 2021-2024 Transportation Improvement Program Development**  
Staff presented. Report and discussion only.

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

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

12. **FFY Surface Transportation Block Grant Program Applications**  
Staff presented. Report and discussion only.

13. **FFY 2024 Transportation Alternatives Program Applications**  
Staff presented. Report and discussion only.

14. **Census 2020 PSAP Verification Phase**  
Staff presented. Report and discussion only.

15. **Upcoming Events**  
Information only.
16. **Other Non-Action Items of Interest to the Committee**
   Staff provided an update on the Rain Campaign.

17. **Next Meeting Date**
The next meeting will be held at 9:30 a.m., on Thursday, March 5, 2020.

18. **Adjournment**
   **MOTION:** A motion was made and seconded to adjourn the MPO TTC’s February 6, 2019 meeting; the TTC Chair adjourned the meeting at 10:14 a.m.

   **MOTION CARRIED UNANIMOUSLY**
PRESENTATION: Workforce Housing Study

PRESENTATION: Emily Kessinger, Capital Crossroads Director, will present on the workforce housing study.

BACKGROUND:

In 2018, Capital Crossroads initiated a two-part Workforce Housing Study that looked at the region collectively. The data, compiled from 2018 to 2019, was released in May of 2019; the complete study will be officially released April 7 of 2020. Virginia Tech led the data collection, with CZB leading the study and analysis. Findings for the Greater Des Moines region include a need to increase housing near jobs, having a housing mix that reflects the job mix and the creation of equitable housing opportunities. The study looked to answer one key question: Will the region’s housing supply be able to respond to anticipated population and job growth over the next two decades? The full report includes information on Dallas, Guthrie, Madison, Polk and Warren counties.

RECOMMENDATION:

None. Report and discussion only.

STAFF CONTACTS:

Dylan Mullenix, dmullenix@dmampo.org; (515) 334-0075
ISSUE: Fiscal Year 2021 Unified Planning Work Program and Budget

REPORT and VOTE: Consider approval of the draft Fiscal Year 2021 Unified Planning 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 administered a survey in February for TTC representative 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. MPO staff will review the results of that input, as well as a draft of the document, at the March meeting.

The draft FY 2021 UPWP is available on the MPO website (click to access).

RECOMMENDATIONS:

None. Report and discussion only.

STAFF CONTACT:

Dylan Mullenix, dmullenix@dmampo.org
(515) 334-0075
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 programed 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: 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 Funding Subcommittee met on February 26, 2020, to hear presentations from sponsors with eligible projects. This workshop provided project sponsors with the opportunity to discuss their projects and to answer specific questions from the Funding Subcommittee.

Staff has finished the scoring process. Project scores ranged from 24 to 59 with an average score of 36 points.

The list of submitted STBG projects and their scores is available on the MPO website (click to access).

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: 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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