

Merle Hay Centre
6200 Aurora Avenue, Suite 300W
Urbandale, IA 50322-2866
Phone: 515.334.0075

NOTICE OF SPECIAL MEETING

**Des Moines Area Metropolitan Planning Organization (MPO)
Executive Committee**

**3:45 p.m., Thursday, August 19, 2010
Des Moines Botanical Center's Willow Room**

TENTATIVE AGENDA

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.

I. Call to Order

II. Approval of Agenda

III. Action Item

Approval of Attached Minutes and Ratification of Actions Taken on
August 11, 2010.....Page 3

IV. Other Non-Action Items of Interest to the Committee

V. Next Meeting Date

11:30 a.m., Wednesday, September 8, 2010, MPO Meeting Room

VI. Adjournment

THIS PAGE LEFT BLANK INTENTIONALLY

III. Approval of Attached Minutes and Ratification of Actions Taken on August 11, 2010

Action Item

The MPO General Counsel requests that:

“ . . . the Des Moines Area Metropolitan Planning Organization Executive Committee approve the attached meeting minutes and ratify the actions taken at the Executive Committee meeting scheduled for August 11, 2010.

Background Information

The MPO staff:

- Notes that a quorum of the MPO Executive Committee was not reached at the meeting scheduled for August 11, 2010; and,
- Has included, immediately following, the minutes from the August 11, 2010, meeting.

Staff Contact: Adam Noelting, aknoelting@dmampo.org;
(515) 334-0075, extension #211.

MEETING MINUTES

**Des Moines Area Metropolitan Planning Organization (MPO)
Executive Committee
11:30 a.m., Wednesday, August 11, 2010
MPO Meeting Room
Urbandale, Iowa**

The MPO Executive Committee held a meeting at 11:30 a.m. on August 11, 2010, in the MPO Meeting Room. Before the meeting, the MPO staff sent agenda packets to the MPO Executive Committee's representatives and posted the agenda at the MPO office at 12:19 p.m. on August 6, 2010. **The fiscal year-to-date publication cost of meeting minutes for the MPO: \$2,614.12. In addition to these published tentative minutes, there also may be additional meeting notes on file with the MPO staff that are public records and available upon request as provided by law. These tentative minutes reflect all action taken at the meeting.**

Members Present:

Ted Ohmart, City of West Des Moines
Robert Mahaffey, City of Des Moines

Members Absent:

Angela Connolly, Polk County
Brian Lorenzo, City of Johnston
Tom Hockensmith, Polk County
Scott Cirksena, City of Clive
Chris Coleman, City of Des Moines

Others Present:

Staff Present:

Tom Kane, Executive Director
Stephanie Ripperger, Executive Administrator
Jonathan Wilson, MPO General Counsel
Adam Noelting, Principal Transportation
Planner
Dylan Mullenix, Senior Transportation Planner
Zac Bitting, Associate Transportation Planner
John Robbins, Transportation Planner Intern
Stephanie Gibbons, Transportation Planner
Intern

*Advisory/Non-Voting Member

I. Call to Order

MPO Chair Ted Ohmart called the August 11, 2010, meeting to order at 11:42 a.m.

Jonathan Wilson, MPO General Counsel, noted that while a quorum of the Executive Committee was not reached, as required by the MPO by-laws, the Executive Committee members present opted to proceed with the agenda items as scheduled, with the intention of holding a special Executive Committee meeting on August 19, 2010 at 3:45 p.m., in order to approve the meeting minutes and ratify the actions take on August 11, 2010.

II. Approval of the Agenda

MOTION: A motion was made and seconded to approve the August 11, 2010, Des Moines Area Metropolitan Planning Organization Executive Committee meeting agenda.

MOTION CARRIED UNANIMOUSLY

III. Approval of the Meeting Minutes

MOTION: A motion was made and seconded to approve the June 8, 2010, Des Moines Area Metropolitan Planning Organization Executive Committee meeting minutes.

MOTION CARRIED UNANIMOUSLY

IV. (A.) *Fiscal Years 2011-2014 Transportation Capital Improvement Program*

MOTION: A motion was made and seconded to recommend that the Des Moines Area Metropolitan Planning Organization receive and file the *Fiscal Years 2011-2014 Transportation Capital Improvement Program*.

MOTION CARRIED UNANIMOUSLY

IV. (B.) Bicycle and Pedestrian Facilities Inventory

MOTION: A motion was made and seconded to recommend that the Des Moines Area Metropolitan Planning Organization receive and file the bicycle and pedestrian facilities inventory maps.

MOTION CARRIED UNANIMOUSLY

IV. (C.) Des Moines Area Regional Transit Authority TIGER II Letter of Support

MOTION: A motion was made and seconded to recommend that the Des Moines Area Metropolitan Planning Organization authorize the Chair to offer a letter in support for the Des Moines Area Regional Transit Authority's National Infrastructure Investments (TIGER II) grant application for the Sustainable Multi-Modal Transit Facility project and to give to the Des Moines Area Regional Transit Authority permission to utilize the MPO's logo in support of that grant application.

MOTION CARRIED UNANIMOUSLY

IV. (D.) *Horizon Year 2035 Metropolitan Transportation Plan Annual Review Process*

MOTION: A motion was made and seconded to table the recommendation that the Des Moines Area Metropolitan Planning Organization concur with the Des Moines Area Metropolitan Planning Organization Transportation Technical Committee Planning Subcommittee's recommended process to annually review the *Horizon Year 2035 Metropolitan Transportation Plan*.

MOTION CARRIED UNANIMOUSLY

V. (A.) Central Iowa Bicycle-Pedestrian Roundtable Thank You Letter

MPO staff presented; discussion only on Item V. (A.).

V. (B.) Rail Grant Letter of Support Passenger Rail Updates

MPO staff presented; discussion only on Item V. (B.).

V. (C.) *Sustainable Communities Regional Planning Grant Update*

MPO staff presented; discussion only on Item V. (C.).

VI. Approval of the MPO Agenda

MOTION: A motion was made and seconded to approve the August 19, 2010, MPO agenda, as presented and as attached with changes.

MOTION CARRIED UNANIMOUSLY

VII. Other Non-Action Items of Interest to the Committee

VIII. Next Meeting Date

11:30 a.m., Wednesday, September 8, 2010, MPO Meeting Room.

IX. Adjournment

Chair Ohmart adjourned the meeting at 12:15 p.m.

Merle Hay Centre
6200 Aurora Avenue, Suite 300W
Urbandale, IA 50322-2866
Phone: 515.334.0075

NOTICE OF SPECIAL MEETING

**Des Moines Area Metropolitan Planning Organization (MPO)
Executive Committee**

**3:45 p.m., Thursday, August 19, 2010
Des Moines Botanical Center's Willow Room**

AGENDA ADDENDUM

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.

I. Call to Order

II. Approval of Agenda

III. Action Items

- A. Approval of Attached Minutes and Ratification of Actions Taken on August 11, 2010Page 3
- B. **Sustainable Communities Regional Planning Grant – Staff In-Kind Services Contribution**

IV. Other Non-Action Items of Interest to the Committee

V. Next Meeting Date

11:30 a.m., Wednesday, September 8, 2010, MPO Meeting Room

VI. Adjournment

[Page Left Blank Immediately]

III. (B.) *Sustainable Communities Regional Planning Grant* – In-Kind Staff Services Contribution

Action Item

The MPO Executive Director requests that:

“ . . . the Des Moines Area Metropolitan Planning Organization Executive Committee recommend that the Des Moines Area Metropolitan Planning Organization **approve the commitment of Des Moines Area Metropolitan Planning Organization’s staff services in support of the *Sustainable Communities Regional Planning Grant* initiative up to \$153,000 in-kind dollars, and at no increased cost to the Des Moines Area Metropolitan Planning Organization.**”

Background Information

The MPO staff:

- Notes that on August 19, 2010, the MPO Regional Plan for Sustainable Development Steering Committee (Steering Committee) met to discuss the application for the *Sustainable Communities Regional Planning Grant* (grant);
- Notes the grant requires a minimum 20-percent match which can be comprised of in-kind professional staff hours and other leveraged resources;
- Notes the Steering Committee proposes a 50-percent match to receive additional points in the application process;
- Notes the Steering Committee has requested each MPO member government and/or Steering Committee member contribute in-kind professional staff hours or other leveraged resources; and,
- Notes the proposed grant initiative will guide the development of the MPO’s next metropolitan transportation plan (MTP); therefore, work regularly done in support of the MTP will also count as in-kind professional staff hours in support of the grant initiative.

Staff Contact: Dylan Mullenix, dmullenix@dmampo.org;
(515) 334-0075, extension #202; and,
Bethany Wilcoxon, bwilcoxon@dmampo.org;
(515) 334-0075, extension #208.