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NOTICE OF MEETING

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

**11:30 a.m., Wednesday, March 9, 2011
 MPO Meeting 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. Approval of Meeting Minutes

February 9, 2011Page 3

IV. Action Items

A. *Fiscal Year 2012 Unified Planning Work Program and Budget Draft*.....Page 7

B. *Sustainable Communities Regional Planning Grant Consultant Recommendation*Page 8

V. Business Items

A. *Polk County Request to Transfer Surface Transportation Program Funds*.....Page 9

B. *Polk County Conservation Board Request to Transfer Surface Transportation Program Transportation Enhancement Funds*.....Page 10

C. *Iowa Department of Transportation Passenger Rail Cost Allocation Calculation Proposal*Page 11

D. *Budget Review Committee*.....Page 11

VI. Approval of the March 24, 2011, MPO Agenda

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

VIII. Next Meeting Date

11:30 a.m., Wednesday, April 9, 2011, MPO Meeting Room

IX. Adjournment

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MEETING MINUTES

**Des Moines Area Metropolitan Planning Organization (MPO)
Executive Committee
11:30 a.m., Wednesday, February 15, 2011
MPO Meeting Room
Urbandale, Iowa**

The MPO Executive Committee held a meeting at 11:30 a.m. on February 15, 2011, 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 9:10 a.m. on February 11, 2011. **The fiscal year-to-date publication cost of meeting minutes for the MPO: \$896.70. 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
Paula Dierenfeld, City of Johnston
Robert Mahaffey, City of Des Moines
Chris Coleman, City of Des Moines
Angela Connolly, Polk County
Tom Armstrong, City of Grimes
Tom Hockensmith, Polk County

Members Absent:

Others Present:

Mike Clayton, Iowa Department of
Transportation*
Arleen Schrum, Shull & Company PX
Scott Sanders, City of West Des Moines

Staff Present:

Todd Ashby, Executive Director
Stephanie Ripperger, Executive Administrator
Jonathan Wilson, MPO General Counsel
Adam Noelting, Principal Transportation
Planner
Dylan Mullenix, Senior Transportation Planner
Luke Parris, Associate Transportation Planner
Bethany Wilcoxon, Associate Transportation
Planner

I. Call to Order

MPO Chair Chris Coleman called the February 15, 2011, meeting to order at 11:41 a.m.

II. Approval of Agenda

MOTION: A motion was made to approve the February 15, 2011, Des Moines Area Metropolitan Planning Organization Executive Committee meeting agenda.

MOTION CARRIED UNANIMOUSLY

III. Approval of Meeting Minutes

MOTION: A motion was made to approve the January 12, 2011, Des Moines Area Metropolitan Planning Organization Executive Committee meeting minutes.

MOTION CARRIED UNANIMOUSLY

IV. (A.) Fiscal Year 2010 Audit Report Draft

MOTION: A motion was made to approve the 2010 Audit Report draft, as presented.

MOTION CARRIED UNANIMOUSLY

IV. (B.) Fiscal Year 2011 Budget and Reimbursements Update

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

IV. (C.) *Fiscal Year 2012 Unified Planning Work Program and Budget Draft*

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

IV. (D.) Federal Fiscal Year 2012 Transportation Appropriations Project List

MOTION: A motion was made to recommend that the Des Moines Area Metropolitan Planning Organization approve the recommendations to receive, file, and concur with the federal funding requests for Federal Fiscal Year 2012 priority project recommendations, as presented.

MOTION CARRIED UNANIMOUSLY

IV. (E.) *Sustainable Communities Regional Planning Grant Update*

MOTION: A motion was made to recommend that the Des Moines Area Metropolitan Planning Organization approve the Cooperative Agreement with the U.S. Department of Housing and Urban Development, as presented.

MOTION CARRIED UNANIMOUSLY

VI. Approval of the February 17, 2011, MPO Agenda

MOTION: A motion was made to approve the February 17, 2011, Des Moines Area Metropolitan Planning Organization agenda, as presented and with the identified changes.

MOTION CARRIED UNANIMOUSLY

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

VIII. Next Meeting Date

11:30 a.m., Wednesday, March 9, 2011, MPO Meeting Room.

IX. Adjournment

Chair Coleman adjourned the meeting at 12:44 p.m.

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IV.(A). *Fiscal Year 2012 Unified Planning Work Program and Budget Draft*

Action Item

The MPO Transportation Technical Committee requests that:

“ . . . the Des Moines Area Metropolitan Planning Organization Executive Committee recommend that the Des Moines Area Metropolitan Planning Organization **approve the *Fiscal Year 2012 Unified Planning Work Program and Budget draft, as presented, and forward the approved draft to the Iowa Department of Transportation, Federal Highway Administration, and Federal Transit Administration for review and comment by April 1, 2011.***”

Background Information

The MPO:

On January 20, 2011, authorized the MPO staff to proceed with drafting the *Fiscal Year 2012 Unified Planning Work Program* (FY 2012 UPWP) and budget utilizing a per capita assessment of \$1.13 to each of the MPO member governments pursuant to a five-year plan designed to achieve and maintain financial viability.

The MPO staff:

- Is in the process of drafting the FY 2012 UPWP and budget;
- Notes the FY 2012 UPWP will document all anticipated transportation planning activities performed using federal funds from July 1, 2011, through June 30, 2012;
- Notes the Iowa Department of Transportation (DOT) requires the UPWP to:
 - Describe the MPO’s proposed planning tasks; including, task objective, previous work, project description, and product; and,
 - Document the MPO’s budget and funding sources;
- Asks for input from the member governments and participating agencies on planning tasks for FY 2012;
- Notes the Iowa DOT requests the MPO to submit a draft FY 2012 UPWP by April 1, 2011, and to submit the final FY 2012 UPWP by June 1, 2011; and,
- **Has included, as a supplemental item, the draft FY 2012 UPWP and budget.**

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

IV.(B). Sustainable Communities Regional Planning Grant Consultant Recommendation

Action Item

The Regional Plan for Sustainable Development Steering Committee requests that:

“ . . . the Des Moines Area Metropolitan Planning Organization Executive Committee recommend that the Des Moines Area Metropolitan Planning Organization **approve entering into a contract with the consultant team led by Wallace Roberts & Todd to develop the Regional Plan For Sustainable Development.**”

Background Information

The MPO staff:

- Held interviews with three consultant teams on Wednesday, February 23, 2011, including:
 - **Camiros**, The Planning Center, Urban Progress Design, Wilbur Smith Associates, Bay Area Economics, Resource Systems Group, Hey and Associates, MetroQuest, and Hanser & Associates;
 - **Sasaki**, Nelson/Nygaard Consulting Associates, Gruen & Gruen Associates, Applied Ecological Services, GeoAdaptive, and LT Leon Associates; and,
 - **Wallace Roberts & Todd**, PlaceMatters, Farr Associate, RDG Planning and Design, Center for Neighborhood Technology, Constructive Technologies Group, Center for Regional Economic Competitiveness, Kimley-Horn and Associates, and ETC Institute.
- Made a recommendation to the Steering Committee regarding which team to hire at its March 3, 2011, meeting;
- Notes the need to authorize staff to sign a contract with the selected consultant team; and,
- Will provide further updates at the March 9, 2011, meeting.

Staff Contact: Bethany Wilcoxon, bwilcoxon@dmampo.org;
(515) 334-0075, extension #203.

V.(A). Polk County Request to Transfer Surface Transportation Program Funds

Business Item

The Surface Transportation Program (STP) Funding Subcommittee:

Recommended, on March 4, 2011, to transfer \$3,550,000 in STP funds programmed for the North-South Metro Connector to the Northwest 66th Avenue Reconstruction and Kempton Bridge Replacement project and the Beaver Drive Reconstruction project, as follows:

- FFY 2012 - \$1,673,604 - Beaver Drive;
- FFY 2013 - \$668,172 - Beaver Drive; and,
- FFY 2013 - \$1,208,224 - Northwest 66th Avenue (Kempton Bridge).

Polk County:

- Received STP awards totaling \$3,550,000 for the North-South Metro Connector in Federal Fiscal Years (FFY) 2009, 2011, 2012, and 2013;
- Requests to transfer the \$3,550,000 in STP funds for use on two projects:
 - Northwest 66th Avenue Reconstruction & Kempton Bridge Replacement – from Northwest 26th Street to Northwest Beaver Drive – reconstruct as a 4-lane roadway with left turn lanes at intersections, reconstruct intersections with Northwest 26th Street and Northwest Beaver Drive, and replace existing 650' 2-lane bridge with a 4-lane structure that includes pedestrian and recreational trail accommodations; and,
 - Beaver Drive Reconstruction – from Aurora Avenue to Interstates 35/80 – reconstruct as a 2-lane urban roadway with continuous center turn lane, on-street bike-lanes, and trail connectivity; and,
- Notes that progress on the North-South Metro Connector has not proceeded as anticipated.

The MPO staff:

- Notes that the MPO has programmed \$3,550,000 in STP funds to Polk County's North-South Metro Connector project, as follows:
 - FFY 2011 - \$1,950,000;
 - FFY 2012 - \$750,000; and,
 - FFY 2013 - \$850,000
- Notes that the total project cost estimate for the Northwest 66th Avenue (Kempton Bridge) project is approximately \$30,935,000;
- Notes that previously, the MPO has programmed \$4,740,000 in STP funds to Polk County's Northwest 66th Avenue (Kempton Bridge) project, as follows:

- FFY 2012 - \$300,000;
 - FFY 2013 - \$1,779,000; and,
 - FFY 2014 - \$2,661,000
- Notes that the Beaver Avenue project has not received STP funds in the past.

Staff Contact: Luke Parris, lparris@dmampo.org;
 (515) 334-0075, extension #207; and,
 Adam Noelting, aknoelting@dmampo.org;
 (515) 334-0075, extension #211.

V.(B). Polk County Conservation Board Request to Transfer Surface Transportation Program Transportation Enhancement Funds

Business Item

The Surface Transportation Program (STP) Funding Subcommittee:

Recommended, on March 4, 2011, to transfer approximately \$200,000 in STP Transportation Enhancement (TE) funds programmed for the 4-Mile Creek Greenway Trail - Ankeny to Neil Smith Trail, to the 4-Mile Creek Greenway Trail - Ankeny to Des Moines.

Polk County Conservation Board:

- Received STP TE awards totaling \$412,000 for the 4-Mile Creek Greenway Trail - Ankeny to Neil Smith Trail in Federal Fiscal Years (FFY) 2004, 2005, and 2010;
- Also received a State Recreational Trails Grant in the amount of \$690,000 for the same trail segment;
- Received a favorable bid for the trail project in February 2011, resulting in approximately \$200,000 in unspent STP TE funds;
- Requests to transfer the remaining STP TE funds balance to the following segment of the 4-Mile Creek Greenway Trail:

4-Mile Creek Greenway Trail - Ankeny to Des Moines Segment
 - a 3.1 mile long, 10 foot wide, section of trail joining the City of Des Moines at Aurora Avenue to the City of Ankeny at the eastern city limit; and,

- Has indicated the ability to use the STP TE funds, if approved, in 2011/2012 for wetland delineation, design, and construction of the 4-Mile Creek Greenway Trail - Ankeny to Des Moines Segment.

Staff Contact: Luke Parris, lparris@dmampo.org;
 (515) 334-0075, extension #207; and,
 Adam Noelting, aknoelting@dmampo.org;
 (515) 334-0075, extension #211.

V.(C). Iowa Department of Transportation Passenger Rail Cost Allocation Calculation Proposal

Business Item

The MPO staff:

- Will provide an update on the Iowa Department of Transportation's (DOT) Passenger Rail Cost Allocation Calculation Proposal at the March 9, 2011, meeting;
- Is researching various funding sources that could be used to support the proposal; and,
- Has included, immediately following, the Iowa DOT's draft proposal.

Staff Contact: Todd Ashby, tashby@dmampo.org;
(515) 334-0075.

V.(D). Budget Review Committee

Business Item

The MPO Budget Review Committee:

- Was appointed to review and to make recommendations on the MPO's budget;
- Currently, is comprised of City and County financial staff from the City of Ankeny, City of Des Moines, City of West Des Moines, and Polk County; and,
- Assisted in reviewing and offering comments/recommendations on the Fiscal Year 2012 budget draft.

The MPO staff:

Will discuss with the Executive Committee the potential roles, review timelines, and committee composition at the March 9, 2011, meeting.

Staff Contact: Todd Ashby, tashby@dmampo.org;
(515) 334-0075.

Iowa-DOT Chicago to Iowa City Intercity Passenger Rail Annual Cost Allocation Calculation

Tier	County	2010 Population	Annual Share
Tier 1	Scott	165,224	\$ 447,757
Tier 1	Johnson	130,882	\$ 354,690
Tier 2	Cedar	18,499	\$ 16,649
Tier 2	Muscatine	42,745	\$ 38,471
Tier 2	Linn	211,226	\$ 190,103
Tier 2	Iowa	16,355	\$ 14,720
Tier 2	Poweshiek	18,914	\$ 17,023
Tier 2	Jasper	36,842	\$ 33,158
Tier 2	Polk	430,640	\$ 387,576
Tier 3	Statewide	N/A	\$ 1,500,000
Tier 1 allocation rate per person			\$ 2.71
Tier 2 allocation rate per person (33% of Tier 1 rate)			\$ 0.90

