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NOTICE OF MEETING

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

**9:30 a.m., Thursday, September 2, 2010
 Des Moines Botanical Center Willow Room**

TENTATIVE AGENDA

- I. Call to Order**
- II. Approval of Agenda**
- III. Approval of Meeting Minutes**
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- IV. Action Items**
 - A. *Horizon Year 2035 Metropolitan Transportation Plan* Amendment – City of Pleasant HillPage 7
 - B. Federal Fiscal Years 2012 *Iowa Clean Air Attainment Program* Applications Page 8
 - C. *Des Moines Area Passenger Rail Station Feasibility Study* Page 10
- V. Discussion Items**
 - A. *Sustainable Communities Regional Planning Grant* UpdatePage 11
 - B. Surface Transportation Program Application ProcessPage 12
 - C. Surface Transportation Program Project Priority Ranking ProcessPage 13
 - D. *Horizon Year 2035 Metropolitan Transportation Plan* Annual Review ProcessPage 14
- VI. Informational Item**
 Transportation Management Association UpdatePage 15
- VII. Other Non-Action Items of Interest to the Committee**
- VIII. Next Meeting Date**
 9:30 a.m., on Thursday, October 7, 2010, Des Moines Botanical Center Willow Room
- IX. Adjournment**

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MEETING MINUTES

Des Moines Area Metropolitan Planning Organization (MPO) Transportation Technical Committee (TTC) 9:30 a.m., Thursday, August 5, 2010 Des Moines Botanical Center Willow Room

The MPO TTC held a meeting at 9:30 a.m., on August 5, 2010, at the Des Moines Botanical Center Willow Room. Before the meeting, the MPO staff sent agenda packets to the MPO TTC representatives and posted the agenda at the MPO office at 10:34 a.m., on July 30, 2010.

Representatives Present:

Vern Willey, City of Altoona
John Shaw, City of Altoona
Matt Ahrens, City of Ankeny
Eric Jensen, City of Ankeny
Matt McQuillen, City of Ankeny
Lori Dunham, City of Bondurant
Mark Crawford, City of Carlisle
Lisa Schmidt, City of Clive
Jim Hagelie, City of Clive
Mike Ring, City of Des Moines
Pam Cooksey, City of Des Moines
Elizabeth Presutti, Des Moines
Regional Transit Authority
Julia Castillo, Heart of Iowa Regional Transit
Agency
Mike Clayton, Iowa Department of
Transportation*
John Gade, City of Grimes
Dave Cubit, City of Johnston
David Wilwerding, City of Johnston
David Wieslander, City of Mitchellville
Ben Champ, City of Pleasant Hill
Dennis Dietz, City of Polk City
Kurt Bailey, Polk County
Paul Dekker, City of Urbandale
Steven Franklin, City of Urbandale
Dave McKay, City of Urbandale
Mark Lee, Warren County
Brad Deets, City of Waukee
Joe Cory, City of West Des Moines
Jim Dickinson, City of West Des Moines
Kara Tragesser, City of West Des Moines
Josh Heggen, City of Windsor Heights

Representatives Absent:

Anthony Bellizzi, City of Cumming**
Murray McConnell, Dallas County
Larry Hulse, City of Des Moines
Chuck Burgin, City of Indianola **
Doyle Scott, Madison County*
Chris Nosbisch, City of Norwalk
Bret VandeLune, Polk County
Ken McCoy, Des Moines International
Airport
Tracy Troutner, Federal Highway
Administration*
Mark Bechtel, Federal Transit
Administration*

* Non-Voting, Advisory Representative

** Non-Voting, Associate Representative

Others Present:

David Rogers, Iowa Army National Guard
Dana Conn, Transportation Management
Association

Staff Present:

Stephanie Ripperger, Executive Administrator
Adam Noelting, Principal Transportation
Planner
Dylan Mullenix, Senior Transportation Planner
Nokil Park, Travel Demand Modeler
Zac Bitting, Associate Transportation Planner
Bethany Wilcoxon, Associate Transportation
Planner
John Robbins, Transportation Planning Intern
Stephanie Gibbons, Transportation Planning
Intern

I. Call to Order

MPO TTC Chair Kara Tragesser recognized a quorum and called the August 5, 2010, meeting to order at 9:30 a.m.

II. Approval of Agenda

MOTION: A motion was made and seconded to approve the MPO TTC's August 5, 2010, meeting agenda.

MOTION CARRIED UNANIMOUSLY

III. Approval of Meeting Minutes

MOTION: A motion was made and seconded to approve the MPO TTC's July 1, 2010, meeting minutes.

MOTION CARRIED UNANIMOUSLY

(Lisa Schmidt arrived at 9:31 a.m.)
(Jim Hagelie arrived at 9:31 a.m.)
(Eric Jensen arrived at 9:31 a.m.)

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

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

MOTION CARRIED UNANIMOUSLY

(Elizabeth Presutti arrived at 9:32 a.m.)
(Dave McKay arrived at 9:32 a.m.)
(Paul Dekker arrived at 9:32 a.m.)

IV. (B.) Bicycle and Pedestrian Facilities Inventory

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

MOTION CARRIED UNANIMOUSLY

V. (A.) Horizon Year 2035 Metropolitan Transportation Plan Amendment – City of Pleasant Hill

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

V. (B.) Federal Fiscal Year 2015 Surface Transportation Program and Surface Transportation Program Transportation Enhancement Schedule

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

V. (C.) Federal Fiscal Year 2012 Iowa's Clean Air Attainment Program Letters of Intent

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

V. (D.) Vehicle Crash Summary 2001-2009

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

V. (E.) Schedule Sustainable Communities Regional Planning Grant

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

V. (F.) Passenger Rail Update

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

(Mark Lee arrived at 9:41 a.m.)

VI. Transportation Management Association Update

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

VIII. Next Meeting Date

9:30 a.m., on Thursday, September 2, 2010, Des Moines Botanical Center Willow Room.

IX. Adjournment

MOTION: A motion was made and seconded to adjourn the MPO TTC's August 5, 2010, meeting.

MOTION CARRIED UNANIMOUSLY

Chair Tragesser adjourned the meeting at 9:43 a.m.

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IV. (A.) Horizon Year 2035 Metropolitan Transportation Plan Amendment – City of Pleasant Hill

Action Item

The MPO Executive Director requests that:

“ . . . the Des Moines Area Metropolitan Planning Organization Transportation Technical Committee recommend to the Des Moines Area Metropolitan Planning Organization Executive Committee that the Des Moines Area Metropolitan Planning Organization **approve the second amendment to the *Horizon Year 2035 Metropolitan Transportation Plan* to include the following City of Pleasant Hill surface transportation improvements:**

- o **Pleasant Hill Boulevard, from Solinda Drive to Maple Drive – hot mix asphalt overlay - \$230,000;**
- o **Parkridge Avenue, from Pleasant Hill Boulevard to South Shadyview Boulevard – reconstruction and widening from rural to urban standards - \$2,200,000; and,**
- o **Oakwood Drive, from North Shadyview Boulevard to Northeast 64th Street – reconstruction and widening from rural to urban standards - \$5,600,000”**

and notify the Iowa Department of Transportation, Federal Highway Administration, and Federal Transit Administration of the plan amendment.”

Background Information

The MPO staff:

- Notes that on July 21, 2010, the City of Pleasant Hill requested the MPO add three projects to the *Horizon Year 2035 Metropolitan Transportation Plan* (HY 2035 MTP);
- Notes the three projects are identified as Minor Arterial or Collector roadways on the Federal Functional Classification System;
- Notes the MPO considers Pleasant Hill’s request to add new projects to the HY 2035 MTP an amendment;
- **Will hold a public input meeting at 6:00 p.m., Tuesday, September 7, 2010, at the Pleasant Hill Public Library - 5151 Maple Drive, Pleasant Hill, to receive comments on the described projects;**
- Will submit the approved amendment to the Iowa Department of Transportation, the Federal Highway Administration, and the Federal Transit Administration; and,
- Included, in the August 2010 agenda packet, the City of Pleasant Hill’s request to amend the HY 2035 MTP, and a map identifying the proposed projects’ locations.

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

IV. (B.) Federal Fiscal Years 2012 *Iowa Clean Air Attainment Program* Applications

Action Item

The MPO Executive Director requests that:

“...the Des Moines Area Metropolitan Planning Organization Transportation Technical Committee recommend to the Des Moines Area Metropolitan Planning Organization Executive Committee that the Des Moines Area Metropolitan Planning Organization **submit an adopted formal resolution for each of the following Des Moines metropolitan area projects applying to the Iowa Department of Transportation for Federal Fiscal Year 2012 *Iowa Clean Air Attainment Program* funds, declaring that the sponsor’s project(s) or program(s) conform to the Des Moines Area Metropolitan Planning Organization’s transportation planning process, adopted *Horizon Year 2035 Metropolitan Transportation Plan, and Implementation and Management of Congestion Management System Strategy Activities*, and have the support of the Des Moines Area Metropolitan Planning Organization, as presented and as attached:**

- o **Clive – U.S. Highway 6 (Hickman Road) and Northwest 142nd Street Intersection Improvements;**
- o **Des Moines – Beaver Avenue at Urbandale Avenue Intersection Roundabout;**
- o **Des Moines Area Regional Transit Authority – Route #7 Service Improvements;**
- o **Des Moines Area Regional Transit Authority – Route #11 Service Improvements;**
- o **Des Moines Area Regional Transit Authority – Automatic Passenger Counters;**
- o **Johnston – Merle Hay Road Traffic Signal Interconnect;**
- o **Waukee – Traffic Signal System Network; and,**
- o **West Des Moines – Mills Civic Parkway Traffic Adaptive Signal Control System**

and transmit the project applications to the Iowa Department of Transportation District 1 Planner before the October 1, 2010, deadline.”

Background Information

The Iowa Department of Transportation (DOT):

- Created the *Iowa’s Clean Air Attainment Program* (ICAAP) in 1994 and modeled it after the federal Congestion Mitigation/Air Quality Program established as part of the *Intermodal Surface Transportation Efficiency Act of 1991*;
- Notes project sponsors must demonstrate that proposals will reduce vehicle emissions, and, if applicable, reduce traffic congestion or increase transit ridership;

- Requires the MPO review the application(s) for completeness, financial feasibility of the ICAAP proposal, and conformity of the proposal with the *Horizon Year 2035 Metropolitan Transportation Plan and Implementation and Management of Congestion Management System Strategy Activities*; and,
- Requires an adopted formal resolution for each applicant project from the MPO.

The MPO staff:

- Notes project applications are seeking a combined total of \$2,387,030;
- Included ICAAP project application letters of intent in the August 2010 agenda packet;
- Acknowledges that each sponsor's proposed project(s) or program(s) conforms with the MPO's transportation planning process, the *Horizon Year 2035 Metropolitan Transportation Plan*, and *Implementation and Management of Congestion Management System Strategy Activities*; and,
- Will submit the project applications to the MPO's Iowa DOT District 1 Planner before the October 1, 2010, deadline.

Staff Contact: Zac Bitting, zbitting@dmampo.org;
(515) 334-0075 extension #203.

IV. (C.) *Des Moines Area Passenger Rail Station Feasibility Study*

Action Item

The MPO Public Transportation Roundtable requests that:

“ . . . the Des Moines Area Metropolitan Planning Organization Transportation Technical Committee recommend to the Des Moines Area Metropolitan Planning Organization Executive Committee that the Des Moines Area Metropolitan Planning Organization **receive and file the *Des Moines Area Passenger Rail Station Feasibility Study*.**”

Background Information

The MPO staff:

- Included, as a supplemental item in the August 2010 agenda packet, the draft *Des Moines Area Passenger Rail Station Feasibility Study*;
- Presented the draft study to the Public Transportation Roundtable on July 15, 2010;
- Notes Public Transportation Roundtable meeting attendees supported the study’s recommendation to utilize the former Rock Island Depot, located at 100 4th Street in Des Moines, as a passenger rail station for future passenger rail service through the region;
- Notes the City of Des Moines and the Downtown Community Alliance (DCA) are working on strategies to acquire the former Rock Island Depot;
- Notes local stakeholders held a tour of the former Rock Island Depot for Amtrak staff on July 19, 2010;
- Participated in the Amtrak Great American Station’s Civic Conversation (Civic Conversation) in Chicago on July 22, 2010, along with representatives from the DCA and the Des Moines Area Regional Transit Authority; and,
- Notes the Civic Conversation provided additional guidance and resources related to passenger rail station development.

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

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

Discussion Item

The MPO staff:

- Collaborated with a Consortium of local stakeholders to develop an application for the U.S. Department of Housing and Urban Development's (HUD) *Sustainable Communities Regional Planning Grant* program;
- Notes HUD is providing a total of \$100 million through a competitive application process;
- Notes the local Consortium requested \$2 million in grant funding and will leverage \$1,091,834 if the grant is awarded;
- Submitted the grant application on August 23, 2010;
- Outlined the challenges facing the area, the proposed regional plan for sustainable development, and the budget in the application;
- Will continue to work with the Consortium and local stakeholders to prepare for a potential grant award;
- Recognizes the various entities for their assistance in completing the application; and,
- **Has included, as a supplemental item, the project abstract.**

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

V. (B.) Surface Transportation Program Application Process

Discussion Item

The Surface Transportation Program (STP) Scoring Review Committee:

- Continues to meet regularly to discuss the MPO's application for STP projects;
- Anticipates any proposed changes to the application process would be part of the Federal Fiscal Year 2015 funding cycle;
- Has recommended the development of a Pre-Application to determine project eligibility and project score, and a secondary Application for those projects meeting eligibility requirements and the 50 point minimum threshold; and,
- Will present their recommendation to the STP Funding Subcommittee at the STP Funding Subcommittee's next meeting.

The MPO staff:

- Notes proposed changes to the STP application process are intended to gather additional information from project sponsors, as well as assist staff in determining how the proposed projects meet the goals and objectives of the *Horizon Year 2035 Metropolitan Transportation Plan*;
- Notes, in late Spring 2010, the STP Funding Subcommittee created a subcommittee of representatives from both the STP Funding Subcommittee and the MPO TTC's Engineering Subcommittee to undergo a comprehensive review of the MPO's STP process; and,
- Notes, in May 2010, the STP Review Subcommittee held their first meeting to begin a comprehensive review of the MPO's project priority ranking process.

Staff Contact: Zac Bitting, zbitting@dmampo.org;
(515) 334-0075 extension #203; and,
Adam Noelting, aknoelting@dmampo.org;
(515) 334-0075, extension #211.

V. (C.) Surface Transportation Program Project Priority Ranking Process

Discussion Item

The Surface Transportation Program (STP) Scoring Review Committee:

- Continues to meet regularly to discuss the MPO's project priority ranking process, in particular the STP Major Construction funding category;
- Anticipates any proposed changes to the project priority ranking process would be part of the Federal Fiscal Year 2015 funding cycle; and,
- Will recommend any proposed changes to the STP Funding Subcommittee for its consideration.

The MPO staff:

- Notes, in Fall 2008, the MPO TTC's Engineering Subcommittee shared concerns regarding the MPO's project priority ranking process for STP Major Construction projects;
- Reviewed historical major construction scores and determined projects in the major construction "new" category averaged significantly higher scores than those projects in the major construction "existing" category;
- Met with the MPO TTC's Engineering Subcommittee throughout Summer 2009 and identified a number of changes to achieve a balance between the scores within the two major construction categories;
- Presented the proposed changes to the STP Funding Subcommittee;
- Notes the STP Funding Subcommittee questioned the timing of the recommended changes, whether those changes may adversely impact smaller communities, and whether the MPO's scoring needed a comprehensive review;
- Notes, in late Spring 2010, the STP Funding Subcommittee created a subcommittee of representatives from both the STP Funding Subcommittee and the MPO TTC's Engineering Subcommittee to review the MPO's project priority ranking process; and,
- Notes, in May 2010, the STP Review Subcommittee held its first meeting to begin a comprehensive review of the MPO's project priority ranking process.

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

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

Discussion Item

The MPO:

- On August 19, 2010, approved the MPO TTC Planning Subcommittee's recommended four-step process, below, to annually review the *Horizon Year 2035 Metropolitan Transportation Plan* (HY 2035 MTP):

- Step 1: Develop the HY 2035 MTP annual review report, as identified in the *Fiscal Year 2011 Unified Planning Work Program* and Budget;
- Step 2: Present, in September, the HY 2035 MTP annual review report to the MPO TTC Planning Subcommittee for their review and recommendation to the MPO Growth Scenario Task Force;
- Step 3: Present the HY 2035 MTP annual review report and MPO TTC Planning Subcommittee's recommendation to the MPO Growth Scenario Task Force for their review and recommendation to the MPO Executive Committee; and,
- Step 4: Present the HY 2035 MTP Annual Review report and MPO Growth Scenario Task Force's recommendation to the MPO Executive Committee and MPO for final review and approval.

The MPO staff:

- Notes the HY 2035 MTP Chapter 9 text, Section 9.2 Moving Forward, identifies steps to implement, monitor, and update the HY 2035 MTP, including:
 - "...Receiving REMI forecasts annually and reviewing the new forecast data against the HY 2035 MTP's growth scenario assumptions, identifying any changes needed to forecasted employment and/or population assignments;
 - Updating the travel demand model annually, as updated model inputs become available; and,
 - ...Comparing "real world" data to forecast data, as that "real world" becomes available, such as traffic counts, pavement conditions, or demographic changes;..."

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

VI. Transportation Management Association Update

Informational Item

The Transportation Management Association (TMA):

- Recruited 21 new members to the Rest Your Car program in July 2010;
- Will participate in the Nationwide Health Fair on August 25, 2010;
- Will participate in the ARAG Green Fair on September 10, 2010; and,
- Has placed billboards throughout the Des Moines metropolitan area promoting the Drive Time Des Moines website and the Rest Your Car program.

The following table and figures summarize the performance of the TMA's Rest Your Car program through July 2010.

TABLE 1 Rest Your Car Program Performance through July 2010

	March 2010	April 2010	May 2010	June 2010	July 2010	Calendar Year to Date
Total Miles Reported	489,938	453,386	413,852	406,946	386,656	3,048,296
Total Reports Made	11,568	11,324	10,389	9,903	9,315	74,761
Total Persons Reporting	1,067	1,131	1,142	1,017	953	7,467
Average Miles/Report	42.4	40.0	39.8	41.1	41.5	40.7
New Members	47	73	41	27	21	296

Source: Transportation Management Association, 2010.

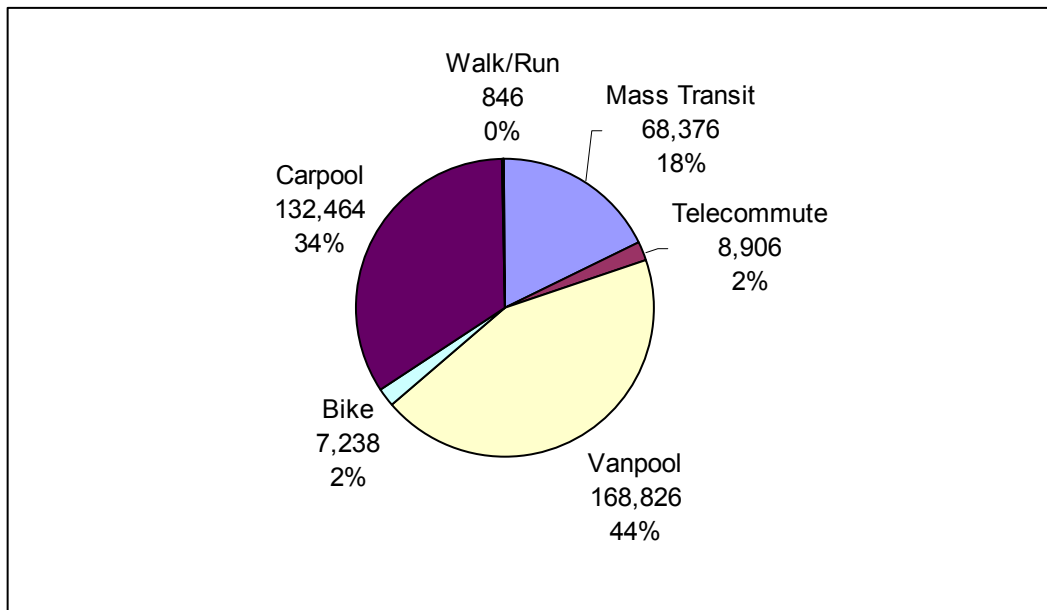


FIGURE 1 Rest Your Car Miles Reported by Commute Type, July 2010

Source: Transportation Management Association, 2010.

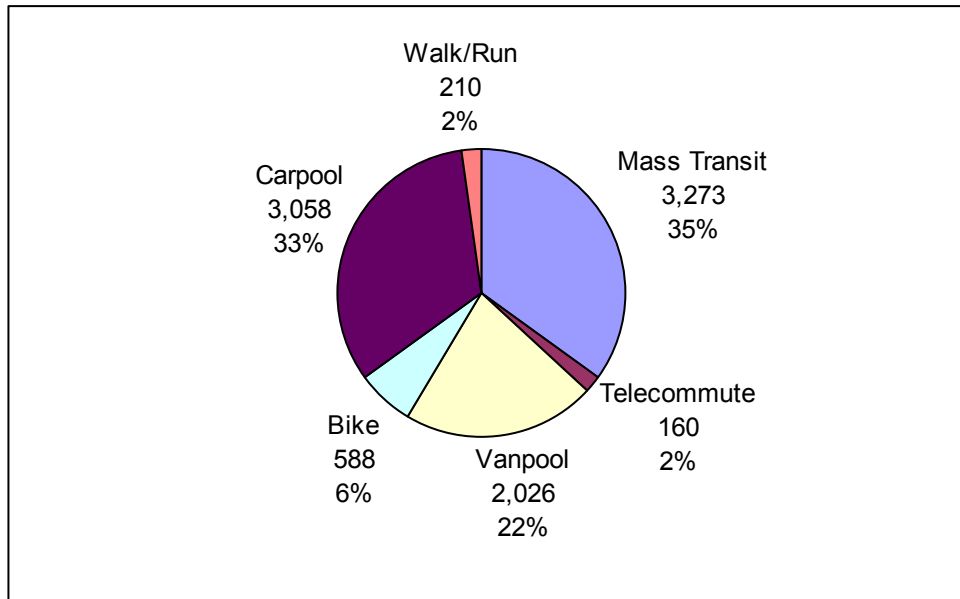


FIGURE 2 Rest Your Car Reports by Commute Type, July 2010
 Source: Transportation Management Association, 2010.

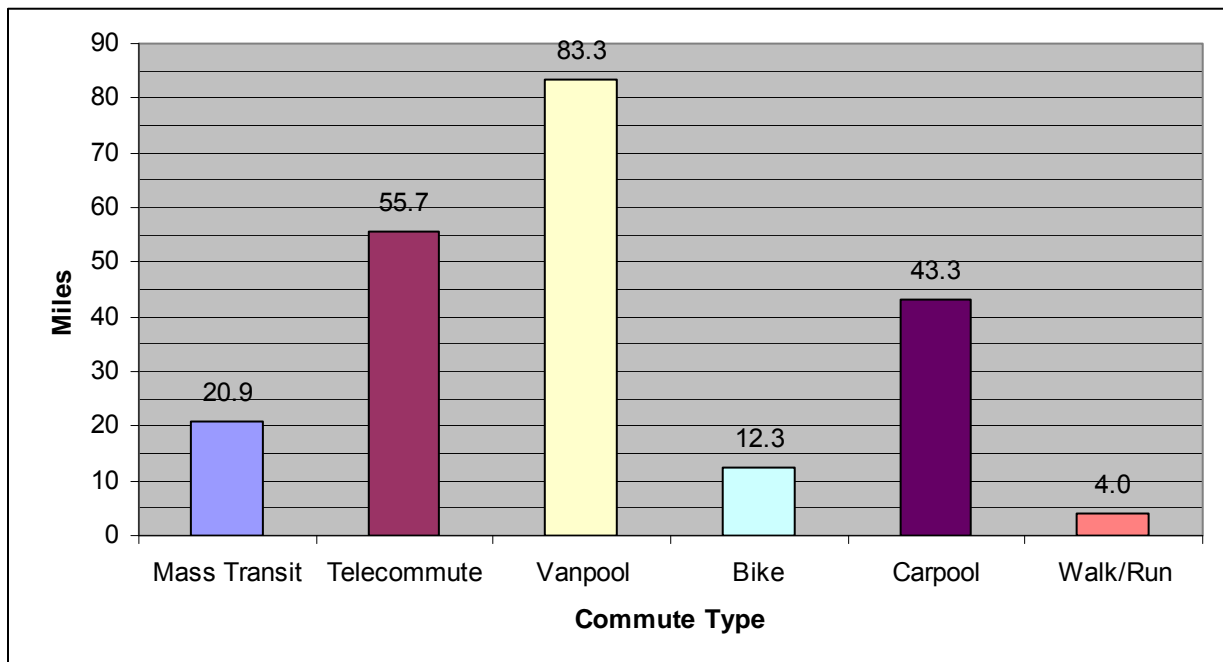


FIGURE 3 Average Round Trip Commute Distance by Commute Type, July 2010
 Source: Transportation Management Association, 2010.

If anyone has questions, please contact the TMA by telephone at (515) 286-4969. To learn more about Drive Time Des Moines, go to the TMA website at www.drivetimesdesmoines.org.