

.....
Date..... August 21, 2006

**APPROVING METROPOLITAN PLANNING ORGANIZATION
WORK PLAN FOR FISCAL YEAR 2006-2007**

WHEREAS, the City of Des Moines is a member of the Des Moines Area Metropolitan Planning Organization, as organized under Iowa Code Chapter 28E; and

WHEREAS, the Des Moines Area Metropolitan Planning Organization (MPO) annually requests its member governments to approve, by resolution, the MPO's Unified Planning Work Program and budget for the Fiscal Year beginning on July 1st of that year; and

WHEREAS, the budget to support the Unified Planning Work Program is funded by federal funds and member government assessments, and the assessment rate of MPO member governments for Fiscal Year 2007 is set at \$0.60 per capita and applied to the 2000 Census population, by approval of the Des Moines Area Metropolitan Planning Organization in 2001; and

WHEREAS, at least a majority of the Des Moines Area Metropolitan Planning Organization member governments must approve the Unified Planning Work Program and budget; and

WHEREAS, the City Manager has recommended that the Unified Planning Work Program and budget submitted by the MPO for Fiscal Year 2006-2007, beginning July 1, 2006, be approved.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Des Moines, Iowa, that the Des Moines Area Metropolitan Planning Organization Unified Planning Work Program and budget for Fiscal Year 2006-2007, beginning July 1, 2006, be and the same is hereby approved.

(Council Communication No. 06- 533)

(continued)

★ Roll Call Number

Agenda Item Number

57

Date November 21, 2006

-2-

MOVED by _____ to adopt.

FORM APPROVED:



Roger K. Brown

Assistant City Attorney

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COUNCIL ACTION	YEAS	NAYS	PASS	ABSENT
COWNIE				
COLEMAN				
HENSLEY				
KIERNAN				
MAHAFFEY				
VLASSIS				
TOTAL				

MOTION CARRIED

APPROVED

Mayor

CERTIFICATE

I, DIANE RAUH, City Clerk of said City hereby certify that at a meeting of the City Council of said City of Des Moines, held on the above date, among other proceedings the above was adopted.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my seal the day and year first above written.

City Clerk

DES MOINES AREA

MPO

METROPOLITAN PLANNING ORGANIZATION

**UNIFIED PLANNING
WORK PROGRAM**

Fiscal Year 2007

Approved 6/22/06

Altoona Ankeny Bondurant Carlisle Clive Dallas County Des Moines Grimes Johnston Norwalk
Pleasant Hill Polk City Polk County Urbandale Warren County Waukee West Des Moines Windsor Heights

DES MOINES AREA

MPO

METROPOLITAN PLANNING ORGANIZATION

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

July 6, 2006

Ms. Diane Rauh
Des Moines City Clerk
400 Robert D. Ray Drive
Des Moines, IA 50309

Dear Ms. Rauh:

Subject: Des Moines Area MPO *Fiscal Year 2007 Unified Planning Work Program*

The Des Moines Area Metropolitan Planning Organization (MPO) annually seeks its member governments' approval of a proposed Unified Planning Work Program. Enclosed with this letter is a copy of the Des Moines Area MPO's *Fiscal Year 2007 Unified Planning Work Program*.

Please place the Des Moines Area MPO's *Fiscal Year 2007 Unified Planning Work Program* on the Des Moines City Council's agenda for approval by resolution. We have enclosed a sample resolution for your convenience, if you wish to use that format.

Please transmit a copy of the City of Des Moines' approving resolution, or correspondence documenting a contrary action, to Jenna Good at the Des Moines Area MPO's office, Merle Hay Centre, 6200 Aurora Avenue, Suite 300W, Urbandale, Iowa, 50322-2866.

If you have any questions concerning this request, please contact Ms. Good at (515) 334-0075.

Yours sincerely,



Thomas J. Kane
Executive Director

TJK:ksm

Enclosures (2)

CITY CLERK
DES MOINES, IOWA

2006 JUL -7 AM 11:20

FILED

SAMPLE RESOLUTION

WHEREAS, *Your City/County* is a member of the Des Moines Area Metropolitan Planning Organization, as organized under Iowa Code Chapter 28E; and

WHEREAS, the Des Moines Area Metropolitan Planning Organization annually requests its member governments to approve, by resolution, the Des Moines Area Metropolitan Planning Organization's Unified Planning Work Program for the upcoming fiscal year beginning July 1; and

WHEREAS, the Des Moines Area Metropolitan Planning Organization funds the Unified Planning Work Program using federal funds and Des Moines Area Metropolitan Planning Organization's assessment of member governments on a per capita basis; and

WHEREAS, the Des Moines Area Metropolitan Planning Organization's per capita assessment rate of its member governments for Fiscal Year 2007 is set at 60 cents, as approved by the Des Moines Area Metropolitan Planning Organization, approved in 2001, and to be applied to *Your City/County's* most recent United States Census Bureau Census or Special Census population; and

WHEREAS, at least a majority of the Des Moines Area Metropolitan Planning Organization's member governments annually must approve the Unified Planning Work Program for the forthcoming fiscal year;

NOW, THEREFORE, BE IT RESOLVED that *Your City/County* hereby approves the Des Moines Area Metropolitan Planning Organization's *Fiscal Year 2007 Unified Planning Work Program*, for the period July 1, 2006, through June 30, 2007.

DONE the *Nth* day of *MONTH* 2006.

Signed _____

Title _____

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INTRODUCTION

As the Des Moines Area MPO staff assembled this document, we worked to present what we believe to be the Des Moines Area MPO's anticipated transportation planning responsibilities, anticipated workload to complete those responsibilities, and anticipated accomplishments at the end of Fiscal Year 2007. The Des Moines Area MPO work activities will be on updating of population, household, employment, land use, and traffic count data. Now, we begin refining current processes to improve the Des Moines Area MPO's transportation planning process. We will be working with the Iowa Department of Transportation and the Regional Economic Model, Inc. (REMI) staffs to bring the economic forecasting tool into our growth scenario process. An important emphasis this year is to begin work on a Central Iowa Trails Plan, to be funded with special federal funding the Des Moines Area MPO received under the Safe Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU), with local funds from the Des Moines Area MPO. We will continue supporting the many committees, subcommittees and working groups sponsored by the Des Moines Area MPO or on which Des Moines Area MPO representatives participate. As in past years, we will work to ensure that we do transportation planning for this metropolitan area cooperatively and comprehensively. Similarly, we will work to ensure strong and close working relationships on metropolitan transportation planning issues with and among, at a minimum, the Des Moines Area MPO's member governments, the Des Moines Regional Transit Authority, the Transportation Management Association, the Iowa Department of Transportation, the Federal Highway Administration's Iowa Division, and the Federal Transit Administration's Region 7. In addition, as in other years, we will be flexible and we will work to address topics, issues, projects, and any other needs arising over the upcoming fiscal year. As we developed this document, we left in our work elements to address those issues that will arise and we could not anticipate today.

The Des Moines Area MPO staff makes the following points regarding the development of this *Fiscal Year 2007 Unified Planning Work Program* and Budget document:

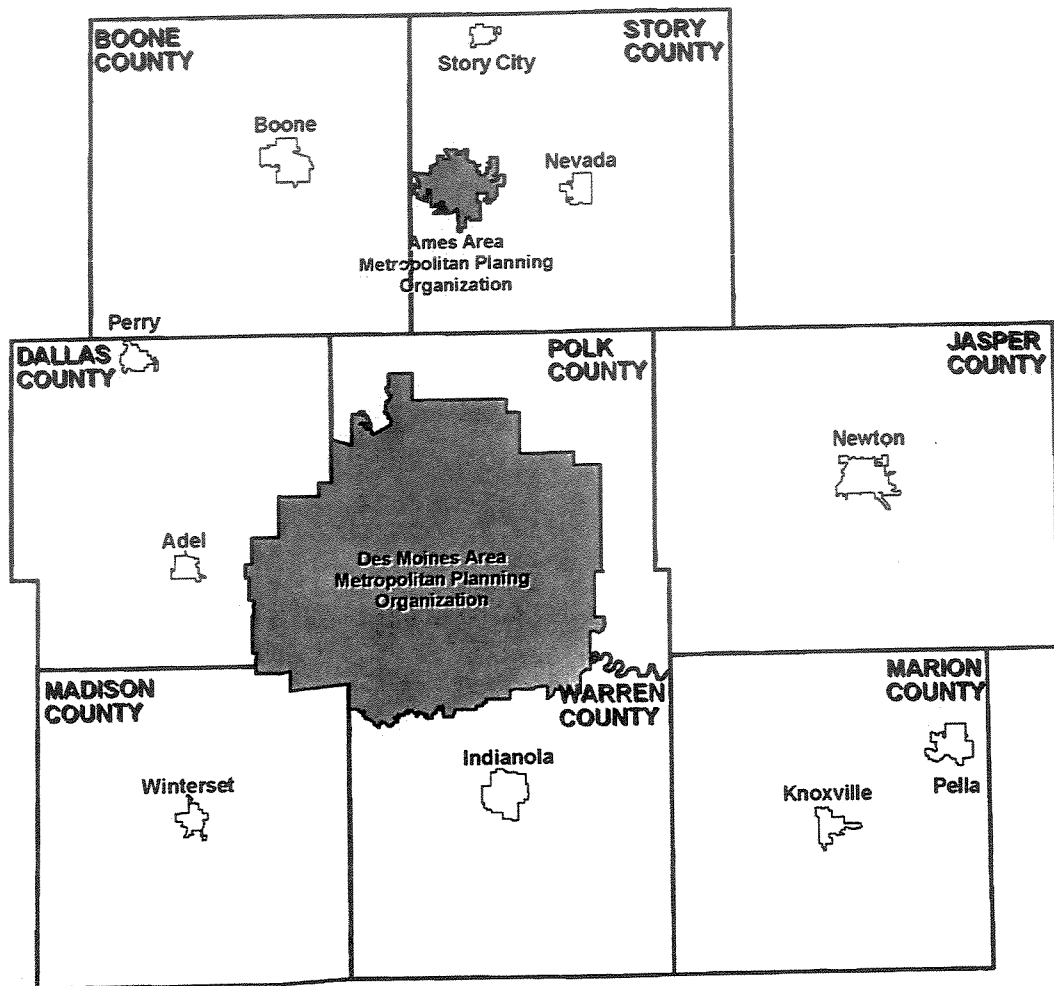
- Federal planning funds have increased over Fiscal Year 2006 funding levels, due primarily to the SAFETEA-LU legislation and will be used to reduce the amount of overmatch the Des Moines Area MPO member governments provide to support the strong transportation planning program at the Des Moines Area MPO;
- With that continued strong local funding commitment from the Des Moines Area MPO's member governments, and with a Des Moines Area MPO staff that works to be as prudent as possible with those local funds, the Des Moines Area MPO member governments will not be asked to raise its 60¢ per capita assessment in Fiscal Year 2007;
- The *Fiscal Year 2007 Unified Planning Work Program* and budget do reflect a continued emphasis on a small core staff unit even with the addition of a full-time staff position because of increased work load, investing in technology to improve the staff's efficiency, productivity, and effectiveness for that small core staff unit given the broad and diverse projects, issues, and topics the Des Moines Area MPO and its staff are involved in during the course of a fiscal year;
- The Fiscal Year 2007 budget again this year is prepared with the idea of continued efforts for staff development and retention;

- The Fiscal Year 2007 budget is prepared with the Des Moines Area MPO staff portion decreasing through staff restructuring, outsourcing of tasks, and vigilant monitoring of operational expenditures, in an effort to allow for:
 - Transferring \$35,000 in local funds to the Transportation Management Association for Fiscal Year 2007;
 - Recognizing the Des Moines Area MPO's desire for the Des Moines Area MPO staff to retain five months of funding in reserve; and,
 - Saving Des Moines Area MPO funding resources now to allow the MPO to participate with the Iowa Department of Transportation jointly on planning projects important to both agencies.

Our belief system remains constant. Therefore, I would like to close my remarks as I have done in recent years, noting that if history is any indication, the Des Moines Area MPO will have another challenging and successful year. We will not rest on the accomplishments of previous work years, but will be pushing to improve on those previous accomplishments in order to provide even more benefit to the Des Moines metropolitan area and to the central Iowa community.

Tom Kane
Executive Director

The Des Moines Area MPO membership is comprised of fifteen cities; an associate, non-voting city; and unincorporated portions of three counties in central Iowa. The Des Moines Area MPO is located within the Central Iowa Regional Transportation Planning Alliance (CIRTPA) or Regional Planning Affiliation 11, with eight central Iowa member counties and ten member cities. The Des Moines Area MPO provides staff to the CIRTPA, to carry out transportation planning activities for the region.



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**Des Moines Area MPO
Transportation Policy Committee**

Altoona	Geri Huser, State Representative, Chair
Altoona	Skip Conkling, City Council
Ankeny	Steve Van Oort, Mayor
Ankeny	Craig Block, City Council
Ankeny	Carl Metzger, City Manager
Bondurant	Mark Arentsen, City Administrator
Carlisle	Neil Ruddy, City Administrator
Clive	Dan Clute, City Council
Clive	Scott Cirksena, City Council
Cumming+	Jim Gifford, Mayor
Dallas County	Mark Hanson, Board of Supervisors
Des Moines	Frank Cownie, Mayor
Des Moines	Christine Hensley, City Council
Des Moines	Tom Vlassis, City Council
Des Moines	Chris Coleman, City Council
Des Moines	Bob Mahaffey, City Council
Des Moines	Michael Kiernan, City Council
Des Moines	Rick Clark, City Manager
Des Moines	Robert Mickle, Citizen
Des Moines	Brad Miller, General Manager
Des Moines Metropolitan Regional Authority++	Craig Smith, Aviation Director
Des Moines International Airport++	Holly Liles, Iowa Division, Ames
Federal Highway Administration++	Mark Bechtel, Region 7, Kansas City
Federal Transit Administration++	Tom Armstrong, Mayor
Grimes	Lorne Wazny, District 1, Des Moines Area MPO Planner
Iowa Department of Transportation	Brian Laurenzo, Mayor
Johnston	Gerd Clabaugh, City Council
Johnston	Jim Lane, Citizen
Norwalk	Martha Miller, City Council
Pleasant Hill	Mary Burton, Citizen (Former Mayor)
Polk City	Angela Connolly, Board of Supervisors, Vice Chair
Polk County	Tom Hockensmith, Board of Supervisors
Polk County	Bob Andeweg, Mayor
Urbandale	John Forst, City Council
Urbandale	Phil Noah, Citizen (Former City Council Member)
Urbandale	Dave Mineart, Board of Supervisors
Warren County	Bill Peard, Mayor
Waukee	Loretta Sieman, City Council, Immediate Past Chair
West Des Moines	Ted Ohmart, City Council, Secretary/Treasurer
West Des Moines	Jim Sandager, City Council
West Des Moines	Jerry Sullivan, Mayor
Windsor Heights	

+ Associate, Non-Voting Member
++ Advisory, Non-Voting Member

**Des Moines Area MPO
Executive Committee**

Altoona
Polk County
West Des Moines
Des Moines
Johnston
Polk County
West Des Moines

Geri Huser, State Representative, Chair
Angela Connolly, Board of Supervisors, Vice-Chair
Ted Ohmart, City Council, Secretary-Treasurer
Chris Coleman, City Council, At-Large
Brian Laurenzo, Mayor, At-Large
Tom Hockensmith, At-Large
Loretta Sieman, Ex Officio – Past Chair

**Des Moines Area MPO
Surface Transportation Program Funding Subcommittee**

Ankeny
Carlisle
Des Moines
Pleasant Hill
Polk City
Polk County
Urbandale
Warren County
West Des Moines

Carl Metzger, City Manager
Neil Ruddy, City Administrator
Chris Coleman, City Council
Martha Miller, City Council
Mary Burton, Citizen (Former Mayor)
Angela Connolly, Board of Supervisors, Chair
John Forst, City Council
Dave Mineart, Board of Supervisors
Jim Sandager, City Council

**Des Moines Area MPO
2006 Officers
Nominating Subcommittee**

Ankeny
Clive
Cumming
Des Moines
Grimes
Pleasant Hill
Polk County

Carl Metzger, City Manager
Scott Cirksena, City Council
Jim Gifford, Mayor
Chris Coleman, City Council, Chair
Tom Armstrong, Mayor
Martha Miller, City Council
Tom Hockensmith, Board of Supervisors

**Des Moines Area MPO
Auditor Selection Subcommittee
FY 2006 - 2008 Audits**

Pleasant Hill
Urbandale
West Des Moines

Martha Miller, City Council
Phil Noah, Citizen (Former City Councilor)
**Ted Ohmart, City Council, MPO Secretary/Treasurer
Chair**

**Des Moines Area MPO
Employment Handbook Subcommittee**

Ankeny
Des Moines
Grimes
Pleasant Hill
West Des Moines

Carl Metzger, City Manager
Chris Coleman, City Council
Kelley Brown, City Administrator, Chair
Martha Miller, City Council
Ted Ohmart, City Council, MPO Secretary/Treasurer
Chair

**Des Moines Area MPO
Intelligent Transportation Systems (ITS)
Policy Subcommittee**

Ankeny
Carlisle
Des Moines
Norwalk
Urbandale
West Des Moines
Windsor Heights

Steve Van Oort, Mayor
Neil Ruddy, City Administrator, Chair
Chris Coleman, City Council
Jim Lane, Citizen
Bob Andeweg, Mayor
Bob Parks, City Council
Jerry Sullivan, Mayor

**Des Moines Area MPO
Transportation Technical Committee**

Altoona
Altoona
Ankeny
Ankeny
Ankeny
Bondurant
Carlisle
Clive
Clive
Cumming+
Dallas County

Des Moines

Des Moines
Des Moines
Des Moines Regional Transit Authority++
Des Moines International Airport++
Federal Highway Administration++
Federal Transit Administration++
Grimes
Iowa Department of Transportation

Johnston
Johnston
Norwalk
Pleasant Hill
Polk City
Polk County
Polk County
Urbandale
Urbandale

Urbandale
Warren County
Waukee

West Des Moines
West Des Moines
West Des Moines
Windsor Heights

Vern Willey, Community Services Director
John Shaw, Community Development Director
John Peterson, Director of Planning and Building
Paul Moritz, Public Works Director
Todd Redenius, Parks and Recreation Director
Dylan Mullenix, City Planner
Mark Crawford, Consultant
Bart Weller, Public Works Director
Jim Hagelie, Engineering Services Director
Brad Brown, City Council
Murray McConnell, Director of Planning
and Development

**Gary Fox, Director of Traffic and Transportation,
Vice Chair**

Larry Hulse, Community Development Director
Jeb Brewer, City Engineer
Sheri Cooper Atwood, Planning Director
Shawn Arena, Deputy Aviation Director
Holly Liles, Iowa Division, Ames
Mark Bechtel, Region 7, Kansas City
John Gade, Consultant
Lorne Wazny, District 1, Des Moines Area
MPO Planner
Gene Martens, Community Development Director
David Wilwerding, Senior City Planner
Jeff Wren, Community Development Director
Rita Connor, Community Services Director, Chair
Bill Kliegl, Planning and Zoning Commissioner
Kurt Bailey, County Engineer
Jacque Hibbard, Budget Analyst
Paul Dekker, Community Development Director
Dave McKay, Director of Engineering and
Public Works
John Larson, Assistant Director of Engineering
Steve Akes, County Engineer
Jody Gunderson, Director of Community
Development
Larry Read, Director of Public Works
Clyde Evans, Director of Community Development
Kara Tragesser, Community Development Planner
John Weidman, Public Works Director

Names in bold – Des Moines Area MPO TTC Officers

+ Associate, Non-Voting Member

++ Advisory, Non-Voting Member

**Des Moines Area MPO
Transportation Technical Committee
Engineering Subcommittee**

Altoona
Ankeny
Des Moines
Iowa Department of Transportation

Polk County
Urbandale

West Des Moines

Vern Willey, Community Services Director, Chair
Paul Moritz, Public Works Director
Gary Fox, Director of Traffic and Transportation
Lorne Wazny, District 1, Des Moines Area
MPO Planner
Kurt Bailey, County Engineer
Dave McKay, Director of Engineering and
Public Works
Larry Read, Director of Public Works

**Des Moines Area MPO
Transportation Technical Committee
Planning Subcommittee**

Altoona
Ankeny

Des Moines
Johnston
Norwalk
Pleasant Hill
Urbandale
Waukee

West Des Moines

Vern Willey, Community Services Director
**John Peterson, Director of Planning and Building,
Chair**
Larry Hulse, Community Development Director
Gene Martens, Community Development Director
Jeff Wren, Community Development Director
Rita Connor, Community Services Director
Paul Dekker, Community Development Director
Jody Gunderson, Director of Community
Development
Clyde Evans, Director of Community Development

**Des Moines Area MPO
Transit Roundtable**

**Loretta Sieman, Chair
West Des Moines Representative, West Des Moines City Council**

Participating Groups

Burlington Trailways Transportation System
Central Iowa Regional Transportation Planning Alliance
Des Moines Regional Transit Authority
Downtown Community Alliance
Greater Des Moines Partnership
Greyhound Bus Line
Heart of Iowa Regional Transit Authority
Iowa Department of Transportation, Office of Public Transit
Iowa Interstate Railroad
Jefferson Bus Lines
Transportation Management Association
Trans Iowa (charter bus/taxi)
1000 Friends of Iowa
Grubb and Ellis/Mid-America Pacific (commercial real estate)
Iowa House Democrats
Morris and Morris (attorneys-at-law)

**Des Moines Area MPO
Bicycle-Pedestrian Roundtable**

Jim Lane, Chair, City of Norwalk Representative

Participating Groups

Boone County Conservation Commission
Central Iowa Regional Transportation Planning Alliance
Central Iowa Trails Association
City of Ames
Dallas County Conservation Commission
Des Moines Park and Recreation
Friends of Central Iowa Bicycling
Greater Des Moines Partnership
Iowa Bicycle Coalition
Iowa Department of Transportation, Statewide Recreational Trails
Iowa Department of Transportation, Safe-Routes-To-Schools
Iowa League of Bicyclists
Iowa Natural Heritage Foundation
Iowa League of Bicyclists
Jasper County Conservation Commission
Madison County Conservation Commission
Marion County Conservation Commission
Metropolitan Advisory Council
Polk County Conservation Commission
Story County Conservation Commission
Transportation Management Association
U.S. Army Corps of Engineers
Warren County Conservation Commission
1000 Friends of Iowa

**Des Moines Area MPO
Freight Roundtable**

**Scott Cirksena, Chair
Clive Representative, Clive City Council**

Altoona
Carlisle
Urbandale
Waukee
West Des Moines
Polk County
Des Moines International Airport
Polk County Aviation Authority
Iowa Department of Transportation

Iowa Interstate Railroad
Iowa Motor Truck Association
Greater Des Moines Partnership

Firestone Agricultural Tire Division

D.J. Franzen, Inc.

Geri Huser, State Representative
Neil Ruddy, City Administrator
Bob Andeweg, Mayor
Tony Oberman, Former Mayor
Ted Ohmart, City Council
Robert Brownell, Board of Supervisors
Craig Smith, Airport Director
Jeff Wangsness, Board of Directors
Dale Vander Schaaf, Office of the Director
Peggy Baer, Director of Rail
Tim Woods, Director of Intermodal
Don Egli, Director of Safety and Security
David Maahs, Executive Vice President
for Economic Development
Vic Cameruci, Vice President of Economic
Development
John Wahlert, Physical Distribution
Manager
Terri Carter
Dennis Franzen

Interested Parties

Burlington Northern Santa Fe Railroad
Centennial Warehouse Corporation (Foreign Trade Zone #107)
City of Ankeny
CB Richard Ellis/Hubbell Commercial
Eastern Polk Regional Development Corporation
Federal Highway Administration
Greater Dallas County Development Alliance
Grimes Chamber and Economic Development
Grubb and Ellis - Mid-America Pacific
MidAmerican Energy
Union Pacific Railroad

**Des Moines Area MPO
Traffic Management Advisory Committee**

City of Ankeny	Al Olson, Public Works Administrator John Schilling, Deputy Fire Chief
City of Clive	John Evers, Police Department Rick Roe, Fire/EMS Chief Pete Roth, Police Department Bart Weller, Public Works Director, Committee Vice-Chair
City of Des Moines	Dale Bunting, Fire Department District Chief of Training Greg Chia, Fire Department District Chief of Special Operations/Incident Management Team Leader Gary Fox, City Traffic Engineer Jeff Franklin, Fire Department Systems Coordinator Tim Luloff, Fire Department Assistant Emergency Management Coordinator Rick Moody, Assistant Fire Chief Sandy Morris, Police and Fire Dispatch Communications Center Matt Porter, District Fire Chief – Fire Marshal Mike Ring, Principal Traffic Engineer Dani Stookey, Police Department, CAD Specialist William Stowe, Public Works Director Dana Wingert, Police Lieutenant, Traffic
City of Grimes	Kelley Brown, City Administrator Kevin Kestel, Public Works Director Dave Cubit, Public Works Director
City of Johnston	Ed Kuhl, Police Chief
City of Norwalk	Gary Patterson, Public Works Director
City of Pleasant Hill	Jerry Holt, Fire/Emergency Management Services Chief
City of Urbandale	Dave McKay, Public Works Director
City of West Des Moines	James Barrett, Police Lieutenant Cam Coppess, Police Lieutenant Diana Borash, WESTCOM Director Don Cox, Fire Chief Eric Danielson, Police Officer Mike Ficolla, Police Sergeant Steve Hoffman, Police Sergeant Rick Knowles, Public Works Traffic Supervisor Jan Ward, WESTCOM Dispatch Supervisor Dave Bowen, Police Sergeant
City of Windsor Heights	B. J. Hoffman, Fire Chief Gary Walters, Police Chief, Committee Chair John Wiedman, Public Works Director
Polk County	A. J. Mumm, Emergency Management Coordinator Steve Noland, Emergency Management Mary Ann Perkins, Communications Center Supervisor

Department of Public Safety	Todd Misel, Iowa Amber Alert Plan, Captain Steven Ray Bob Rushing, Governor's Traffic Safety Bureau, Law Enforcement Liaison Mo Warford, Iowa State Patrol Communications, Regional Manager
Des Moines Regional Transit Authority	Doug Mollenhauer, Iowa State Patrol Lieutenant Sheri Kyras, Assistant General Manager Randy McKern Jim Tishim, Transportation Manager
Federal Highway Administration - Iowa Division	Jim Brachtel, Intelligent Transportation System (ITS) Specialist
Iowa Department of Transportation	Jerry Roche, Transportation Safety Engineer Tim Crouch, State Traffic Engineer Steve Gent, Office of Traffic and Safety Director Michael Krohn, District 1 Maintenance Engineer William Lusher, I-235 Field Services Coordinator Greg Mulder, I-235 Utility Coordinator Cy Quick, Maintenance Engineer Lance Starbuck, Des Moines Division of Maintenance Lorne Wazny, Des Moines Metropolitan Area Planner
Transportation Management Association	Amy Baker, Director
Iowa Motor Truck Association	Brenda Neville, Vice President
Principal Financial Group	Michael Richardson, Downtown Des Moines Emergency Planners
Jacobs Civil	Mark Flak, Traffic Engineer Adam Garms, Transportation Planner
Snyder & Associates	Mark Perington, Traffic Engineer

1.0

LONG-RANGE TRANSPORTATION PLANNING

- Long-Range Transportation Plan
- Travel Demand Modeling
- GIS-Based Data
- Federal Functional Classification
- Census Data
- Socioeconomic and Demographic Data

OBJECTIVE: Activities included in Work Element 1.0 represent the Des Moines Area MPO's commitment to producing and to maintaining a current long-range transportation plan. To do that, the Des Moines Area MPO commits resources routinely to maintaining and updating data bases and travel demand modeling tools to ensure the capability to complete that long-range transportation plan responsibility.

FY 2006 Accomplishments:

- Implemented monthly travel demand model meetings between Iowa Department of Transportation (Iowa DOT) and Des Moines Area MPO staffs;
- Developed travel demand model documentation, being reviewed by the Iowa DOT and the Federal Highway Administration staff;
- Modified the MPO's current travel demand model to incorporate some of the noted improvement recommendations;
- Initiated work on updating the roadway network and the traffic analysis zone structure in anticipation of changes in United States Bureau of the Census (Census Bureau) data products;
- Continue to participate in the Midwest Transportation Modeler User Group;
- Regained staff knowledge of operating the Microscopic Traffic Simulation model;
- Continued to maintain and to use the TransCAD travel demand model platform;
- Provided travel demand modeling support to MPO member governments related to Interchange Justification Studies underway in the metropolitan area;
- Reaffirmed the need for a travel demand modeling request process to be used by Des Moines Area MPO governments to solicit modeling support from the MPO staff;
- Continue to review the National Household Travel Survey data and how that data can be incorporated into the MPO's travel demand modeling process
- Involved with the Iowa DOT on helping select a consultant to study the need for a Statewide Travel Model for the Iowa DOT;
- Incorporated Des Moines Area MPO member government special census data into the MPO's data files;
- Developed a methodology for collecting building permit data from the MPO's member governments, regardless of the data management technique used by a local government;
- Continued to provide Geographic Information Systems (GIS) support to local agencies from the Des Moines Area MPO's data files;
- Updating the *Central Iowa Trails Plan* map using GIS;
- Hosted a Crash Mapping Analysis Tool Workshop;
- Involved at the national level with offering comment to the United States Department of Transportation on the need to retain the National Personal Travel Survey to support MPO travel demand forecasting efforts;

- Involved at the national level with the impact of the Census Bureau's shift to the American Community Survey methodology and the impact to travel demand modeling by this new data collection and provision methodology; and,
- Involved at the national level with the Transportation Research Board on the data implications associated with the passage of the *Save, Accountable, Flexible, Efficient, Transportation Equity Act – A Legacy for Users* (SAFETEA-LU).

FY 2007 Activities:

With Des Moines Area MPO adopting the *Year 2030 Long-Range Transportation Plan* during Fiscal Year 2005, efforts now will be put forth to maintain, to monitor, and amend, as necessary, the plan as requested by member governments or participating agencies; **The Des Moines Area MPO's next plan update is due not later than September 30, 2009.**

Maintaining, monitoring, updating, as needed, and using the Des Moines Area MPO's *Year 2030 Long-Range Transportation Plan* (Year 2030 LRTP) Street and Highway Element as input to the Des Moines Area MPO's travel demand forecasting process;

Providing **travel demand modeling technical support**, using the TransCAD travel demand modeling software modules, to the Des Moines Area MPO's member governments and to the Iowa DOT associated with evaluating transportation system alternative and scenario requests;

Continuing monitoring and improving, where necessary, the Des Moines Area MPO's **TransCAD travel demand model**, including working to make 2005 as the upcoming Base Year for the next long-range transportation plan update (**please note additional modeling activity referenced in Section 8.0**);

Continuing to use the **National Household Travel Survey (NHTS) results** in the Des Moines Area MPO's travel-demand modeling software;

Continuing to research and to evaluate the possibility of the Des Moines Area MPO transitioning to a **peak-hour model** platform, as well as continuing to evaluate how the Des Moines Area MPO might implement a **mode-choice model** to better model transit-related issues using the travel demand modeling process;

Continuing to work with the **Microscopic Traffic Simulation (MITSIM)** software, to recalibrate MITSIM with the newly calibrated TransCAD software, to evaluate ITS impacts on the metropolitan transportation system, as well as assist in evaluating management (maintenance) and operations issues of that same metropolitan transportation system;

Working with the Iowa DOT to incorporate a **Statewide Travel Demand Model** in to the travel demand modeling process, with a benefit to the Des Moines Area MPO in providing the MPO with very needed external traffic data for its travel demand modeling process;

Evaluate the use of **new travel demand model software** including TRANSIMS and other activity-based modeling;

Maintaining, monitoring, and updating, as needed, the Des Moines Area MPO's Base Year and Horizon Year socioeconomic data, with particular emphasis given to incorporating the **Special Census** data being collected by Des Moines Area MPO member governments into the Des Moines Area MPO's socioeconomic data;

Working to incorporate the United States Bureau of the Census' new **American Community Survey** data sets into the transportation planning process, a significant data shift from the traditional method of collecting transportation-related data with the decennial census;

Continuing to respond to **information requests** by Des Moines Area MPO member governments, by businesses, by public agencies, and by the public;

Continuing to serve as **data repository**, and including maintaining a 2000 Census Atlas of the Des Moines metropolitan area;

Updating the Des Moines Area MPO's **traffic count database** by incorporating the Iowa DOT's 2000 traffic count information, working to incorporate a more rigorous traffic counting program to collect traffic data at more locations and on a more regular basis by time and by location, using the updated traffic count data to evaluate the Des Moines Area MPO travel demand model's accuracy, and providing traffic count data to requesting governments and agencies;

Updating the Des Moines Area MPO's **traffic crash database** by incorporating the Iowa DOT's Accident Location and Analysis (ALAS) data for general accident location monitoring in the Des Moines metropolitan area, and using the acquired crash data in analyzing submitted transportation system improvement projects seeking Des Moines Area MPO funding support;

Continuing to use the Des Moines Area MPO member government County Assessor's Office **parcel level database** to support the Des Moines Area MPO's transportation planning process; Continuing collecting **Building Permit** data from Des Moines Area MPO governments and incorporating that updated into the Des Moines Area MPO's socioeconomic data;

Continuing to collect **Employment** data, coordinating with Iowa Workforce Development, and incorporating that updated data into the Des Moines Area MPO's socioeconomic data;

Continuing to collect **School Enrollment** data, coordinating with Iowa Workforce Development, and incorporating that updated data into the Des Moines Area MPO's socioeconomic data;

Working with the Iowa Department of Transportation to collect **Vehicle Registrations** data and incorporating that updated data into the Des Moines Area MPO's socioeconomic data;

Maintaining, monitoring, and updating, at least annually, the Des Moines Area MPO's **Federal Functional Classification Map**;

Continuing to work with the Des Moines Area MPO's member governments and participating agencies to set up an arrangement whereby the Des Moines Area MPO staff has access to **current aerial photography**, including Infrared Orthophotography, Digital Orthophoto Quadrangles, and Digital Elevation Models, on a regular basis;

Maintaining, monitoring, and updating, as needed, the **Bicycle/Pedestrian Facilities Plan Map**, and associated database, and continuing to work on pedestrian system planning to

ensure the Des Moines metropolitan area's transportation network and infrastructure are accessible;

Maintaining, monitoring, and updating, as needed, the Des Moines Area MPO's maps and data bases associated with **railroad trackage**, **railroad rights-of-way**, and with **railroad-highway grade crossings**, as well as monitoring **rail corridor preservation** and the potential for mass transit service using Des Moines metropolitan area rail corridors;

Monitoring, and updating, as needed, the Des Moines Area MPO's **Skywalks Map**, and continuing to collect pedestrian usage data for the skywalk system;

Monitoring and updating, as needed, **taxicab service** in the Des Moines metropolitan area data, and to work to include and to involve the taxicab community in the Des Moines Area MPO's transportation planning activities, particularly related to public transportation issues;

Maintaining, monitoring, and updating, as needed, the Des Moines Area MPO's **Pipelines Map**; and

Monitoring and updating, as needed, **water-related activities** in the Des Moines metropolitan area, particularly associated with recreational activities at central Iowa lake facilities.

Anticipated FY 2007 Work Products:

- Continued monthly travel demand model meetings;
- Completion of the travel demand model documentation;
- Continued work to maintain the MPO's current travel demand model;
- Additional work on updating the roadway network and the traffic analysis zone structure;
- Continue participation in the Midwest Transportation Modeler User Group;
- Used of the Microscopic Traffic Simulation model;
- Continue using the TransCAD travel demand model platform;
- Providing travel demand modeling support to MPO member governments;
- Retain the National Household Travel Survey data and use on as needed basis;
- Participating in the Iowa DOT's Statewide Travel Model development;
- Update the various socioeconomic data variables needed for long-range transportation planning, including the building permit data
- Continue to provide Geographic Information Systems (GIS) support to local agencies;
- Preparing a new *Central Iowa Trails Plan* map as part of a study identified in Work Element 2.0; and,
- Continue to be involved nationally on transportation data issues.

2.0

TRANSPORTATION SYSTEMS PLANNING

- Regional Planning Committee
- Regional Economic Model
- Central Iowa Trail Plan
- Freight Planning
- Intercity Rail
- Traffic Management Advisory Committee
- Regional ITS Architecture

- Congestion Management System
- Air Quality
- Environmental Justice

OBJECTIVE: Activities included in Work Element 2.0 represent the Des Moines Area MPO's commitment to undertake or to be involved in planning activities to support this metropolitan area's transportation system. These planning activities represent the Des Moines Area MPO's commitment to working to produce and to maintain a multimodal and an intermodal metropolitan/regional transportation system.

FY 2006 Accomplishments:

- Creating the Des Moines Area MPO Regional Planning Committee, adopting a temporary planning area for consideration of long-term future transportation corridors, involving the Central Iowa Regional Transportation Planning Alliance (CIRTPA) as a partner since the temporary planning area expands into the CIRTPA's area of responsibility, and beginning work to identify those future transportation corridors using a 'full build out' of land use concept a
- Initiating the update of the Des Moines Area MPO's *2002 Goods Movement Study*;
- An active Freight Roundtable involved in international trade corridor issues, intermodal freight issues, analyzing the need to an intermodal rail ramp in the metropolitan area, analyzing the need for a port authority, and promoting the Port of Des Moines and Foreign Trade Zone #107;
- Working with the Iowa DOT to bring the Regional Economic Model, Inc. (REMI) software to the Des Moines Metropolitan Statistical Area (MSA) five county areas;
- Strong Bicycle-Pedestrian Roundtable, developing a *Central Iowa Trails Communications Plan* adopted by the Des Moines MPO and the CIRTPA, and selecting metropolitan/regional trails projects for special funding consideration;
- Accepting administrative support for the Des Moines Area MPO's Traffic Management Advisory Committee, working on incident management, intelligent transportation system (ITS), and traffic flow issues in the metropolitan area;
- Maintaining a Des Moines Area MPO ITS Policy Subcommittee to serve as a liaison between the Traffic Management Advisory Committee and the MPO's Executive Committee; and,
- Coordinating transportation improvement projects with the MPO's Regional ITS Architecture.

FY 2007 Activities:

In carrying out this work element, the Des Moines Area MPO staff anticipates the following accomplishments:

Working with the Des Moines Area MPO member governments through a **Regional Planning Committee** on a regional planning initiative to layout potential future transportation corridors that will be important to this metropolitan area, and central Iowa, for maintaining and operating a highly-effective transportation system, and including review of proposed new and updated freeway and Interstate interchanges;

Working with the Iowa DOT on incorporating a **regional economic model** for socioeconomic data forecasting for the Iowa DOT in a statewide travel demand modeling

process and for Iowa's metropolitan planning organizations and regional planning affiliations use in their transportation planning processes;

Working with and supporting interested bicycle and pedestrian groups through the **Bicycle and Pedestrian Roundtable**, and gathering and researching the information requested by the roundtable;

Working with the **Bicycle and Pedestrian Roundtable** to begin the development of a **Central Iowa Trails Plan** to cover the Des Moines Area MPO and the CIRTPA (Region 11) geography.

Reviewing the Des Moines Area MPO's **current metropolitan transportation planning and programming practices**, and making changes where deemed appropriate;

Working with and supporting interested freight and motor carrier groups through the **Freight Roundtable**, continuing membership in the **North American SuperCorridor Coalition, Inc. (NASCO)** to promote a strong and viable trade corridor connecting Canada, the United States, and Mexico in the heart of North America; continuing to promote **improved intermodal connections** for road, rail, and air in central Iowa, including investigating implementing an intermodal ramp and researching the concept of a port authority for this area;

Completing and publishing an updated Des Moines Area MPO's **Goods Movement for the Des Moines Metropolitan Area Report Update**, by working with the Freight Roundtable on goods movement issues in central Iowa;

Continuing to pursue issues associated with an **'intermodal' transportation system** for meeting future demands for moving people and freight including geometric roadway design required for movement of goods in the Des Moines metropolitan area;

Through the **Freight Roundtable**, continuing to pursue issues associated with implementing the recommendations of the Port Des Moines Study including a website containing information about goods movement in central Iowa, importing and exporting, and full utilization of existing Foreign Trade Zones;

Through the Freight Roundtable, continuing to participate in and promote the **'inland ports'** concept with the **North American Super-Corridor Coalition (NASCO)**, with the **North American Inland Port Network (NAIPN)**, and with the Northern Great Plains group for improving American transportation corridors that would be integral in promoting movement of goods among the United States, Canada, and Mexico, and the need for **'inland ports'** in those trade corridors;

Through the Transit Roundtable and the Freight Roundtable, continuing to pursue **intercity rail and rail freight** as a part of a full transportation system for the Des Moines metropolitan area, central Iowa, and Iowa, and actively working to preserve rail corridors for future passenger or goods movement use;

Working with the Iowa DOT on supporting, promoting, and using data from the Iowa DOT's **Intelligent (Integrated) Transportation Systems (ITS)** and the associated Transportation Management Center, and continuing an ITS Maintenance Strategy to maintain and to update the Des Moines Area MPO's Regional ITS Architecture by bringing

together ITS Stakeholders and by continuing to champion a regional ITS Architecture for the metropolitan area;

Maintaining and using the Des Moines Area MPO's **ITS Turbo Architecture software**;

Continuing to support the Des Moines Area MPO's Traffic Management Advisory Committee, composed of federal, state, and local law enforcement, public safety, traffic engineering, emergency management, and planning staffs dealing with incident management and traffic management related issues on the metropolitan area's roadway system;

Continuing to support the Des Moines Area MPO's **ITS Policy Subcommittee** of the full MPO, working with the Iowa DOT on current and future ITS-related issues in the metropolitan area;

Working with the Iowa DOT to use **traffic operations** information from the Iowa DOT's program to aid the Des Moines Area MPO staff in its travel demand modeling program, including, but not limited to, queuing, weaving, vehicle classification, time-of-day, and travel time data;

Continuing to participate in and being supportive of the Iowa DOT's **Congestion Management System** Committee, continuing to be involved with Iowa's other Transportation Management Areas (and with Iowa's other metropolitan planning organizations on a voluntary basis) on the congestion management issue, and exploring possible solutions for congestion found in those Transportation Management Areas;

Undertaking the Des Moines Area MPO's **annual Travel Time Survey**, in Fall 2006, surveying in the Des Moines metropolitan area by using data collected from the Iowa DOT's newly installed ITS system on the metropolitan area's Interstate Highway system, and using the previously employed 'floating car' technique using Global Positioning System technology to collect arterial roadway data, and incorporating software that allows the Des Moines Area MPO staff to directly download the data and have the software do the travel time calculations and automatically print out associated reports;

Continuing to work with the Des Moines Area MPO's member governments on how **pavement management** data can become an integral part of the Des Moines Area MPO's evaluation of proposed transportation system improvement projects seeking Des Moines Area MPO funding;

Maintaining, monitoring, and updating, as needed, the **pavement management** data, particularly pavement history, in association with the Iowa State University, Center for Transportation Research and Education's, work for the Iowa DOT on the federal-aid eligible Iowa Pavement Management Program by mapping the most current Iowa Pavement Management Program (IPMP) data for the Des Moines metropolitan area and by accessing and reviewing IPMP video log data; and

Providing support to the Iowa Department of Natural Resources and to Polk County in carrying out and monitoring **air quality** control activities, including the proposed 8-hour ozone standard, under the Clean Air Act of 1990 (CAA) which requires that transportation plans be evaluated for their impacts on a region's air quality.

Performing **Environmental Justice** equity analysis, using Census 2000 data, ensuring that the Des Moines Area MPO is compliant with the central objective of Presidential Executive

Order 12898, that is, Environmental Justice, and ensuring that all federally-funded, transportation-related programs, policies, or activities having the potential to adversely affect human health or the environment are explicitly considered by the Des Moines Area MPO in terms of effects on minority populations and low-income populations;

Monitoring activities relevant to minority participation in the metropolitan transportation planning process, following the process outlined in the report, *Title VI Documentation Regarding Technical and Planning Assistance*, as updated in Fiscal Year 2004.

Anticipated FY 2007 Work Products:

- Completing Phase I of the Des Moines Area MPO Regional Planning Committee's consideration of long-term future transportation corridors for the expanded temporary planning area, working in coordination with the CIRTPA;
- Completing the Des Moines Area MPO's *2002 Goods Movement Study Update*;
- Continue to be involved in international trade corridor issues, intermodal freight issues, the intermodal rail ramp issue, the need for a port authority, and increased use of Foreign Trade Zone #107;
- Using the REMI software, in coordination with the Iowa DOT to the Des Moines Metropolitan Statistical Area (MSA) five county areas;
- A new *Central Iowa Trails Plan* developed by the Bicycle-Pedestrian Roundtable;
- Through the Traffic Management Advisory Committee and the MPO's ITS Policy Subcommittee, coming to some compromise with the Iowa DOT about the future of the Iowa DOT's Traffic Management Center in the Des Moines metropolitan area; and,
- Updating the MPO's Regional ITS Architecture.

3.0

PUBLIC INVOLVEMENT

- Public Involvement

OBJECTIVE: Activities included in Work Element 3.0 represent the Des Moines Area MPO's commitment to possess a viable, active, and productive public involvement process for input to the Des Moines Area MPO transportation planning and product development activities.

FY 2006 Accomplishments:

- Updating and improving the Des Moines Area MPO website
- Issuing quarterly newsletters;
- Issuing an annual report for FY 2005;
- Maintaining and updating the MPO list serve;
- Convening public input meetings associated with Transportation Improvement Program amendments; and,
- Hosting semi-annual Citizen Transportation Congresses, taking public input on any transportation topic.

FY 2007 Activities:

In carrying out this work element, the Des Moines Area MPO staff anticipates the following accomplishments:

Continuing to review and update the Des Moines Area MPO's **Public Participation Process**, including reviewing the mailing list database to ensure all required and interested groups are represented;

Continuing the Des Moines Area MPO's presence on the Internet by maintaining and routinely updating the **Des Moines Area MPO's website** as a public service for the metropolitan area and other interested parties;

Preparing and mailing **quarterly newsletters** and the Des Moines Area MPO's **Annual Report** to all individuals and groups contained in the Des Moines Area MPO's various public participation mailing lists and reviewing those documents for improvement areas to better convey the Des Moines Area MPO's message;

Creating a Des Moines Area MPO **list serve**, facilitating central Iowa transportation discussions through an e-mail medium;

Convening public meetings, informal meetings, and workshops to obtain public input to the Des Moines Area MPO's transportation planning process, and to discuss and to receive feedback on current activities and projects in the metropolitan transportation planning process, using an announcement process of upcoming public input opportunities via special newsletter releases to those individuals or groups contained with the Des Moines Area MPO's various public participation mailing lists and via press releases in the *Des Moines Register*; and

Continuing to hold a semi-annual **Citizen Transportation Congresses** to invite the public to these two special events to share what the Des Moines Area MPO has been working on and to take input from the community regarding what their interests and concerns are related to transportation, transportation planning, and the process for carrying out the Des Moines Area MPO's long-range transportation planning program.

Anticipated FY 2007 Work Products:

- An updated and improved Des Moines Area MPO website;
- Quarterly newsletters;
- FY 2006 Annual Report;
- A current MPO list serve;
- Public input meetings associated with Transportation Improvement Program amendments;
- Public input meetings associated with the Regional Transportation Committee's activities;
- Improved public information materials; and,
- Two Citizen Transportation Congresses held and comments forwarded to the Des Moines Area MPO.

4.0

INTERAGENCY COORDINATION

- Interagency Participation
- Land Use Planning
- Planning Support

OBJECTIVE: Activities included in Work Element 4.0 represent the Des Moines Area MPO's commitment to undertake activities that promote the coordination, collaboration, and cooperation between and among the many entities, agencies, and organizations with the metropolitan area. The Des Moines Area MPO expends the time and the resources for this work element to promote coordinated development and a transportation system developed to support that anticipated development. Through Work Element 4.0, the MPO is able to bring the 'transportation planning' message to the community.

FY 2006 Accomplishments:

- Working to review the SAFETEA-LU transportation bill;
- Making a presentation to the Iowa Transportation Commission on transportation issues important to this metropolitan area;
- Continuing to work with other regional agencies on future utility and public service issues;
- Beginning to discuss future land use, partially in response to the commitment the Des Moines Area MPO made to the Greater Des Moines Partnership and to the Des Moines Metropolitan Transit Authority as a follow-up to the *Transit Vision 2030 Plan*;
- Continuing to partner with the business community, through the Greater Des Moines Partnership;
- Continuing to partner with Iowa's Congressional delegation on transportation issues important to this metropolitan area; and,
- Being available to meet with and make presentations to groups interested in the MPO and how the MPO's activities relate to economic development.

FY 2007 Activities:

In carrying out this work element, the Des Moines Area MPO staff anticipates the following accomplishments:

Participating on multi- and inter-agency advisory committees, as appropriate, including, but not limited to:

- American Planning Association
- Association of Metropolitan Planning Organizations
- Center for Transportation Research and Education
- Central Iowa Geographic Information Systems Group
- Central Iowa Arc User Organization
- Community Workforce Partnership
- Des Moines Regional Transit Authority
- Eastern Polk Regional Development Corporation
- Emergency Management Planning Group
- Greater Dallas County Development Alliance
- Grimes Chamber and Economic Development
- Greater Des Moines Partnership
- Growing Green Communities
- Iowa Association of Regional Councils
- Iowa Geographic Information Council
- I-235 Steering Committee

IA 163/US 34 Corridor Coalition
 Iowa DOT MPO Directors Meetings
 Iowa Public Transit Association
 Iowa State University, Center for Transportation Research and Education
 Iowa State University, Community and Regional Planning Department
 Iowa State University, Planning Advisory Council
 Iowa Transportation Commission
 Institute of Transportation Engineers
 ITS Heartland, Inc.
 Metro Parks Partnership
 Metro Trails Planning Committee
 Mid-America Transportation Center
 Midwest Travel Model Users Group
 National Association of Regional Councils
 North American Inland Port Network
 North American SuperCorridor Coalition
 Northern Great Plains, Inc.
 1000 Friends of Iowa
 Transit 2030 Vision Committee
 Transportation Research Board
 Travel Model Improvement Program
 Warren County Economic Development Corporation

Working with the Iowa DOT, the Federal Highway Administration, and the Federal Transit Administration to incorporate the newly **adopted federal transportation legislation** related to the metropolitan planning organization process;

Monitoring and reacting to **proposed transportation-related state legislation**;

Contacting the **Iowa Transportation Commission** annually to be on a Public Input Meeting agenda to make a presentation on transportation improvement projects important to the Des Moines metropolitan area;

Working with the Greater Des Moines Partnership in selection of Des Moines metropolitan area **priority transportation projects** for the June 2007 Washington, D.C. lobbying trip;

Continuing to work to coordinate metropolitan transportation planning efforts and to be responsive to the desire of more and more groups to be involved with the Des Moines Area MPO on metropolitan issues, **by continuing to facilitate a working group composed of transportation, water, sewer, solid waste, and other infrastructure groups** to ensure that all such groups involved with projecting metropolitan growth and providing services for that projected growth are using common and agreed to socio- and demographic data with an adopted metropolitan growth scenario;

Serving the Des Moines Area MPO in its interest to work to bring more coordination and cooperation in discussing metropolitan-level **land use and transportation** questions and how linked land use is to the Des Moines metropolitan area's future transportation system;

Incorporating use of the **Transportation, Economic, and Land Use Model (TELUM)** platform to test land use scenarios (the Des Moines Area MPO has been a beta site for the Federal Highway Administration and the University of Pennsylvania software to assist small and medium-sized MPOs to evaluate land use and transportation interrelationships);

Serving the Des Moines Area MPO in its interest to work to bring more consideration, more review, and more opportunity for input on potential **environmental issues** associated with elements of the adopted *Year 2030 Long-Range Transportation Plan*; and

Reviewing the opportunity for the Des Moines Area MPO to apply for **grants** to help provide funding support for the transportation planning process and to help control the amount of local funds the Des Moines Area MPO member governments contribute to this program.

Anticipated FY 2007 Work Products:

- Working to incorporate the new planning guidance based on the SAFETEA-LU transportation bill;
- Making a presentation to the Iowa Transportation Commission on transportation issues important to this metropolitan area;
- Continuing to work with other regional agencies on future utility and public service issues;
- Continuing work with local governments on future land use, particularly related to the Des Moines Area MPO Regional Planning Committee's activities;
- Continuing to partner with the business community, through the Greater Des Moines Partnership;
- Continuing to partner with Iowa's Congressional delegation on transportation issues important to this metropolitan area; and,
- Being available to meet with and to make presentations to groups interested in the MPO and how the MPO's activities relate to economic development.

5.0

TRANSPORTATION IMPROVEMENT PROGRAM

- Surface Transportation Program
- Surface Transportation Program Transportation Enhancement
- Transportation Improvement Program Document
- Transportation Capital Improvements Program
- Congestion Mitigation Air Quality/Iowa Clean Air Attainment Program

OBJECTIVE: Activities included in Work Element 5.0 represent the Des Moines Area MPO's commitment to maintaining and supporting the Transportation Improvement Program process.

FY 2006 Accomplishments:

- Solicitation, project selection, and project funding recommendations by the Des Moines Area MPO Surface Transportation Program (STP) Funding Subcommittee;
- Incorporating the MPO's FY 2009-funded STP and STP Transportation Enhancement projects into the draft TIP for fiscal years 2007 through 2010;
- Supporting the MPO's member governments with their *Iowa Clean Area Attainment Program (ICAAP)* project applications;
- Completing a draft of the *Federal Fiscal Year 2007-2010 Transportation Improvement Program*;
- Closed out the *Federal Fiscal Year 2005-2007 Transportation Improvement Program*;

- Monitored and maintained the *Federal Fiscal Year 2006-2008 Transportation Improvement Program*;
- Completing a *Fiscal Year 2006 Transportation Capital Improvement Program*; and,
- Continuing to work with the FHWA and with the New Jersey Institute of Technology on the University of Pennsylvania on the FHWA-sponsored Transportation Economic and Land Use System (TELUS) national software package.

FY 2007 Activities:

In carrying out this work element, the Des Moines Area MPO staff anticipates the following accomplishments:

Working with the Des Moines Area MPO TTC to **propose refinements to and to implement a technical ranking process, including incorporating any changes brought about by passage of the new federal transportation legislation**, for projects seeking Des Moines Area MPO Surface Transportation Program (STP) or STP Transportation Enhancement (TE) funding, with the Des Moines Area MPO considering the technical ranking when selecting projects for STP funding;

Review the use of and incorporate ITS data, Iowa Pavement Management Program data, the *Statewide Urban Standard Design and Specification* manuals, and access management data in the Des Moines Area MPO TTC's **STP and STP TE technical ranking process**;

Continuing to **monitor the Des Moines Area MPO's STP funds programmed to metropolitan transportation system improvement projects**, through semi-annual project status reports and through communication with the Iowa DOT using the **TELUS software**;

Maintaining the **Des Moines Area MPO STP Funding Guidelines**, outlining the Des Moines Area MPO's process for selecting metropolitan transportation system improvement projects to receive STP or STP TE funding support, with consideration given to guideline refinements, as needed;

Maintaining and revising, as necessary, the **Des Moines Area MPO's Federal Fiscal Year 2006-2008 Transportation Improvement Program** (FFY 2005-2007 TIP);

Preparing a **FFY 2007-2009 TIP**, coordinating and being consistent with the Iowa DOT's *Statewide Transportation Improvement Program* (STIP) using the **Transportation Program Management System (TPMS)**;

Continuing to serve as a beta test site for the FHWA-sponsored **Transportation Economic and Land Use System (TELUS)** national software package, using the software to assist with the project tracking associated with maintaining a transportation improvement program; and

To complement the Des Moines Area MPO's TIP development, preparing the Des Moines Area MPO's **Transportation Capital Improvement Program (TCIP)**, the document serving as a companion to the TIP and containing local improvement projects not expecting to use federal funds, but, more importantly, together with the TIP providing a better view and more complete pictures of the total transportation improvement investment taking place in the Des Moines metropolitan area.

Anticipated FY 2007 Work Products:

- Solicitation, project selection, and project funding recommendations by the Des Moines Area MPO Surface Transportation Program (STP) Funding Subcommittee for the 2008 through 2011 TIP;
- Incorporating the MPO's FY 2010 and 2011-funded STP and STP Transportation Enhancement projects into the draft TIP for fiscal years 2008 through 2011;
- Supporting the MPO's member governments with their *Iowa Clean Area Attainment Program (ICAAP)* project applications;
- Completing a draft of the *Federal Fiscal Year 2008-2011 Transportation Improvement Program*;
- Closed out the *Federal Fiscal Year 2006-2008 Transportation Improvement Program*;
- Monitored and maintained the *Federal Fiscal Year 2007-2010 Transportation Improvement Program*;
- Completing a *Fiscal Year 2007 Transportation Capital Improvement Program*; and,
- Continuing to work with the FHWA and with the New Jersey Institute of Technology on the University of Pennsylvania on the FHWA-sponsored Transportation Economic and Land Use System (TELUS) national software package.

6.0

CENTRAL IOWA REGIONAL TRANSPORTATION PLANNING ALLIANCE (CIRTPA)

- Unified Planning Work Program
- Transportation Improvement Program
- Long-Range Transportation Plan
- Public Participation Plan
- Transit Planning
- Administration
- Committee Support
- Planning Support

OBJECTIVE: The Des Moines Area MPO includes Work Element 6.0 by reference as a link to the staff services provided to the CIRTPA by annual contract, and all activities included here are a mirror of the activities contained in the CIRTPA's *Fiscal Year 2007 Unified Planning Work Program and Budget*.

FY 2007 Activities:

In carrying out this work element, the Des Moines Area MPO staff anticipates the following accomplishments:

In accordance with the 28E Agreement between the Des Moines Area MPO and the Central Iowa Regional Transportation Planning Alliance (CIRTPA), providing transportation planning support and services to the CIRTPA, to include:

Preparing the CIRTPA's *Fiscal Year 2007 Unified Planning Work Program* and Budget;

Maintaining the *Fiscal Years 2007-2010 Transportation Improvement Program* and preparing the *Fiscal Years 2008-2011 Transportation Improvement Program*,

Creating **periodic progress reports, socioeconomic and transportation data collection**, as needed, and supporting the CIRTPA Transportation Policy Committee and the CIRTPA Transportation Technical Committee, as necessary;

Updating the **CIRTPA's Long-Range Transportation Plan**, as required by the Iowa Department of Transportation based on the Iowa Department of Transportation's infusion of an increase in transportation planning funds to support the regional transportation planning process in Iowa's regional planning alliances/affiliations;

Continuing to participate and to support **corridor-planning studies** for U.S Highway 30 and for U.S. 34-Iowa Highway 163 corridor;

Working with the Des Moines Area MPO on the issues being discussed and studied by the **Des Moines Area MPO's Regional Planning Committee**;

Offering and providing **other transportation planning services**, as needed, including a **Transit Storage Facility Study** for Heartland Senior Services, Story County;

Preparing and mailing **quarterly newsletters** and **convening public meetings** to obtain public input to the CIRTPA's transportation planning process, and to discuss and to receive feedback on current activities and projects in the regional transportation planning process, using an announcement process of upcoming public input opportunities via special newsletter releases to those individuals or groups contained in the CIRTPA's public participation mailing lists;

Attending the monthly **Heart of Iowa Regional Transit Agency (HIRTA)** Board Meetings and providing transportation planning services to the HIRTA, as staff time allows; and,

Making an annual presentation to the **Iowa Transportation Commission** on the CIRTPA's activities with transportation planning projects in central Iowa.

Anticipated FY 2007 Work Products:

- Completion of the CIRTPA transportation planning activities as documented in the CIRTPA *Fiscal Year 2007 Unified Planning Work Program*.

7.0

UNIFIED PLANNING WORK PROGRAM

- UPWP/Budget
- Progress Reports/Reimbursements

OBJECTIVE: Activities included in Work Element 7.0 represent the Des Moines Area MPO's commitment to develop, to monitor, to maintain, and to complete the work elements contained in the work program for the upcoming fiscal year.

FY 2006 Accomplishments:

- Closed out the *Fiscal Year 2005 Unified Planning Work Program*;
- Monitored the *Fiscal Year 2006 Unified Planning Work Program*;
- Developed the *Fiscal Year 2007 Unified Planning Work Program* and Budget; and,

- Prepared quarterly progress reports and associated reimbursement requests to the Iowa DOT.

FY 2007 Activities:

In carrying out this work element, the Des Moines Area MPO staff anticipates the following accomplishments:

Maintaining and monitoring the *Fiscal Year 2007 Unified Planning Work Program and Budget*, amending the work program and budget as needed dependent upon monitored progress for accomplishing the Fiscal Year 2005 work elements;

Preparing **progress reports** that document activities accomplished and associated with the Fiscal Year 2007 work elements;

Continuing to work to improve how the Des Moines Area MPO prepares its **progress report and billing to the Iowa DOT** for work accomplished;

Preparing a *Fiscal Year 2008 Unified Planning Work Program* and Budget; and

Evaluate possible **funding sources and funding strategies** associated with the change in central Iowa transportation planning geography.

Anticipated FY 2007 Work Products:

- Closed out *Fiscal Year 2006 Unified Planning Work Program*;
- Monitored the *Fiscal Year 2007 Unified Planning Work Program*;
- Developed the *Fiscal Year 2008 Unified Planning Work Program* and Budget; and,
- Quarterly progress reports and associated reimbursement requests to the Iowa DOT.

8.0 TRANSIT PLANNING

- | | |
|-------------------------------|-------------------------------|
| ▪ Program Certification | ▪ Special Studies |
| ▪ Transit Service Planning | ▪ Marketing Plan |
| ▪ Transit Management Analysis | ▪ Security Analysis |
| ▪ Financial/Capital Planning | ▪ System-Wide Passenger Count |
| ▪ Risk Management | ▪ Alternatives Analysis - BRT |

**FY2006-2007 Federal Planning Projects
for Work Program**

Program Certification - The transit portion of planning documents and any related items will be prepared as well as providing information to FTA, Iowa Department of Transportation and the Metropolitan Planning Organization as is required for certification. The Transportation Improvement Plan (TIP), Unified Planning Work Program (UPWP), Disadvantaged Business Enterprise (DBE) requirements, Equal Employment Opportunities (EEO) and Title VI programs will be administered under this project.

Funding (July - Dec. 2006)		Funding (Jan - June 2007)		Funding (July - Dec. 2007)	
Sec. 5307	\$12,800	Sec. 5307	\$10,000	Sec. 5307	\$10,000
Local	<u>3,200</u>	Local	<u>2,500</u>	Local	<u>2,500</u>
Total	\$16,000	Total	\$12,500	Total	\$12,500

Transit Service Planning – This activity would consist of continuing the development of a database for analyzing service performance. Route and passenger data would be gathered to complete the analysis. Recommendations for route or service changes will be analyzed and completed as necessary. In addition, this project would work with other transit agencies and communities to coordinate commuter services in the Central Iowa area including vanpool services.

Funding (July - Dec. 2006)		Funding (Jan - June 2007)		Funding (July - Dec. 2007)	
Sec. 5307	\$48,000	Sec. 5307	\$48,400	Sec. 5307	\$48,400
Local	<u>12,000</u>	Local	<u>12,100</u>	Local	<u>12,100</u>
Total	\$60,000	Total	\$60,500	Total	\$60,500

Transit Management Analysis – Various internal management studies will be performed throughout the year to guide the RTA in efficiently managing the transit system and increasing ridership i.e. staffing levels, technical analysis, etc. The development of management documents and strategies that will affect the future of the RTA, i.e. FY 2007 budget, will also be completed. RTA staff will analyze and evaluate the status of RTA's new computer system under this project and determine ways that tasks can be completed more efficiently with computer technology. RTA will revise and update the safety and security plan in concurrence with monthly safety meetings and/or tabletop exercises. Staff will also perform Alternative Analysis planning for any significant capital investment request to FTA. A locally developed non-emergency human service transportation plan will be developed and coordinated for future transportation with human service agencies.

Funding (July - Dec. 2006)		Funding (Jan - June. 2007)		Funding (July - Dec. 2007)	
Sec. 5307	\$64,000	Sec. 5307	\$74,000	Sec. 5307	\$74,000
Local	<u>16,000</u>	Local	<u>18,500</u>	Local	<u>18,500</u>
Total	\$80,000	Total	\$92,500	Total	\$92,500

Regional Transit Management Analysis – With the discussion of the urban transit system becoming a regional system, various internal management studies will need to be conducted to guide the RTA in efficient management of the transit system region-wide. The documents will affect the future of the RTA and how the system is funded. Discussion of how regions will receive transit may also be planned and discussed within this project.

Funding (July - Dec. 2006)		Funding (Jan - June. 2007)		Funding (July - Dec. 2007)	
Sec. 5307	\$0	Sec. 5307	\$20,000	Sec. 5307	\$20,000
Local	<u>0</u>	Local	<u>5,000</u>	Local	<u>5,000</u>
Total	\$0	Total	\$25,000	Total	\$25,000

Financial/Capital Planning – The Capital Improvement Study would consist of three sections. The first section would analyze the current fleet, paratransit, fixed-route and vanpool, and determine the future replacement/expansion needs. The second area would address the anticipated federal/local/state funds over the next six-year period for capital purchases. The last section would weigh the needs against the available funding and determine if, or how, the capital could be purchased and meet FTA requirements. Investments would also be analyzed throughout the year to determine if different strategies were needed to maximize interest income.

Funding (July - Dec. 2006)		Funding (Jan - June. 2007)		Funding (July - Dec. 2007)	
Sec. 5307	\$12,000	Sec. 5307	\$12,000	Sec. 5307	\$12,000
Local	<u>3,000</u>	Local	<u>3,000</u>	Local	<u>3,000</u>
Total	\$15,000	Total	\$15,000	Total	\$15,000

Risk Management – The RTA has been self-insured since 1986. A risk management program was established at that time and has evolved into a very successful program for the RTA. This project would support the cost of monthly monitoring of the insurance reserve to assure adequate liability coverage. This project would also fund staff time spent on developing new techniques, policies or procedures, and disciplinary actions needed to reduce the RTA's liability risk.

Funding (July - Dec. 2006)		Funding (Jan - June. 2007)		Funding (July - Dec. 2007)	
Sec. 5307	\$24,000	Sec. 5307	\$16,000	Sec. 5307	\$16,000
Local	<u>6,000</u>	Local	<u>4,000</u>	Local	<u>4,000</u>
Total	\$30,000	Total	\$20,000	Total	\$20,000

Special Studies – This project will address transit issues that arise throughout the current funding year which cannot be delayed until they can be placed in a specific planning grant the next year. An example of the type of projects that have been funded under this project in the past are: West Des Moines Study For Transit, Updating RTA's Job Descriptions, Cost Allocation Plan Study, Compensation Plan Research, MIS study to replace software, and Strategic Planning.

Funding (July - Dec. 2006)		Funding (Jan - June. 2007)		Funding (July - Dec. 2007)	
Sec. 5307	\$20,000	Sec. 5307	\$24,000	Sec. 5307	\$24,000
Local	<u>5,000</u>	Local	<u>6,000</u>	Local	<u>6,000</u>
Total	\$25,000	Total	\$30,000	Total	\$30,000

Marketing Plan – Each year, RTA staff analyzes the current situation facing the transit system and determines where the limited marketing dollars should be spent to maximize new ridership. This plan details the specific projects and funding needed for implementation. Once the plan is completed, marketing staff will detail how each of the projects will be implemented and complete analysis on the effectiveness of each marketing strategy.

Funding (July - Dec. 2006)		Funding (Jan - June. 2007)		Funding (July - Dec. 2007)	
Sec. 5307	\$4,000	Sec. 5307	\$2,000	Sec. 5307	\$2,000
Local	<u>1,000</u>	Local	<u>500</u>	Local	<u>500</u>
Total	\$5,000	Total	\$2,500	Total	\$2,500

Security Analysis – This project will fund periodic confidential security checks during the year. Internal staff will prepare detailed route information to give to the external company performing the performance checks. The purpose of these checks is to discover which components of the job the drivers are doing well and where improvements need to be made. An evaluation of the written results by internal staff will be completed so that changes in the system or training procedures of drivers can be accomplished to improve RTA's safety or customer service.

Funding (July - Dec. 2006)		Funding (Jan - June. 2007)		Funding (July - Dec. 2007)	
Sec. 5307	\$4,800	Sec. 5307	\$2,600	Sec. 5307	\$2,600
Local	<u>1,200</u>	Local	<u>650</u>	Local	<u>650</u>
Total	\$6,000	Total	\$3,250	Total	\$3,250

System-Wide Passenger Count - Each year, RTA conducts a system-wide passenger count where temporary employees are hired to ride RTA buses and count where each passenger gets on and off the bus. This information aids staff in determining where service is performing well and where improvement is needed. Decisions on service reductions are based on the information gathered from this activity.

	Funding (July - Dec. 2006)		Funding (Jan - June. 2007)		Funding (July - Dec. 2007)
Sec. 5307	\$20,000	Sec. 5307	\$0	Sec. 5307	\$20,000
Local	<u>5,000</u>	Local	<u>0</u>	Local	<u>5,000</u>
Total	\$25,000	Total	\$0	Total	\$25,000

Alternatives Analysis Study – This project is to continue a 2005 alternatives analysis study in Des Moines for busways within Des Moines and finish the environmental analysis of the project. Previous federal funding was in the amount of \$148,502. The RTA has requested another \$150,000 in federal funding from the IDOT to finalize the environmental portion of the study analysis and therefore needs to have the study incorporated into the UPWP.

This feasibility study would provide funding for a consultant to do the following:

- a. Review the recommendations of the Commuter Rail Feasibility Study
- b. Identify rail corridors conducive to busways
 - i. Perform Alternative Analysis Study consistent with 40 CFR Part 611 Major Capital Investment Projects; including:
 - 1. Purpose & Need
 - 2. Development of Alternatives
 - 3. Analysis of Alternatives
 - 4. Adoption of alternative in long-range transportation plan
- c. Discuss applicability of busways as a mode of transportation in Des Moines
- d. Identify barriers and opportunities regarding bus way implementation.
- e. Prepare a cost analysis for construction of busways
- f. Recommend operating methods and costs for busways
- g. Provide environmental analysis of the preferred alternative.

The project schedule would begin in late 2005 and take approximately 18-24 months to complete. **No funding is reflected given that the Iowa Department of Transportation and the Iowa State University University Extension will be working with the Des Moines RTA to accomplish this project, using special federal funds awarded to this project.**

	Funding (July - Dec. 2006)		Funding (Jan - June. 2007)		Funding (July - Dec. 2007)
Sec. 5307	\$ 0	Sec. 5307	\$ 0	Sec. 5307	\$ 0
Local	<u>0</u>	Local	<u>0</u>	Local	<u>0</u>
Total	\$ 0	Total	\$ 0	Total	\$ 0

Working with and supporting the **Transit Roundtable**, including the Des Moines Regional Transit Authority, the Transportation Management Association, the Iowa DOT, taxicab companies, local and regional transit providers, and railroad companies (**Des Moines Area MPO**);

Working to support and to implement the Federal Transit Administration's **United We Ride** initiative, including being active in supporting the Federal Transit Administration's 'Coordination of Non-Emergency Human Service Transportation.' This effort will be a continuance of the Des Moines Area MPO's involvement with and support for the Iowa Department of Transportation's

Mobility Action Plan efforts. The Des Moines Area MPO, through its Transit Roundtable, will work to support coordination among Iowa Department of Transportation and non-Iowa Department of Transportation-funded services which include development of a locally prepared coordinated human service-transportation plan as the basis for project-level funding decisions. The Des Moines Area MPO will participate in developing that coordinated human service transportation plan along with representatives of public, private, and nonprofit transportation human service providers, as well as participation by the public, including older adults, people with disabilities, and individuals with lower incomes. Per SAFETEA-LU, the Des Moines Area MPO recognizes that the project 'competition' for funding awards at the local level under this program should be coordinated with the Des Moines Area MPO and the MPO is prepared to serve in that role. (Des Moines Area MPO);

Undertake and completing the **Transit Development Plan**, in coordination and cooperation with public transit operators, now required of the Des Moines Area MPO and the CIRTPA (Region 11) as part of their federally-funded transportation planning responsibilities (**Des Moines Area MPO**); and,

Providing transportation planning support to the Des Moines RTA for its **Transit Alternatives Analysis Study (Des Moines Area MPO)**, including providing travel demand modeling support to the Des Moines RTA at the level consistent with the adequacy needed to support and address the FTA's New Starts criteria.

9.0

COMMITTEE SUPPORT

- MPO Transportation Technical Committee
- MPO Executive Committee
- MPO Transportation Policy Committee
- Other committees, subcommittees, and working groups, including, but not limited to:
 - Central Iowa Bicycle - Pedestrian Roundtable
 - Des Moines Area MPO Freight Roundtable
 - Des Moines Area MPO Transit Roundtable
 - Des Moines Area MPO Traffic Management Advisory Committee
 - Des Moines Area MPO Transportation Technical Committee Engineering Subcommittee
 - Des Moines Area MPO Transportation Technical Committee Planning Subcommittee
 - Des Moines Area MPO Surface Transportation Program Funding Subcommittee
 - Des Moines Area MPO ITS Policy Subcommittee
 - Des Moines Area MPO Nominating Committee
 - Des Moines Area MPO Auditor Selection Committee
 - Des Moines Area MPO Regional Planning Committee
 - Des Moines Area MPO Growth Scenario Working Group
 - Des Moines Area MPO LRTP Task Force

OBJECTIVE: Activities included in Work Element 9.0 represent the Des Moines Area MPO's commitment to the numerous committees, subcommittees, roundtables, and working groups that the Des Moines Area MPO supports. This 'administrative activity' is a separate work element to

reflect how much staff time is expended to support the routine and regular meetings of the MPO, beyond the day-to-day activities of operating the organization.

FY 2006 Accomplishments:

- Prepared agenda(s), meeting minutes/notes, and hosted the many committees of the MPO.

FY 2007 Activities:

In carrying out this work element, the Des Moines Area MPO staff anticipates the following accomplishments:

Performing duties that support the Des Moines Area MPO, the Des Moines Area MPO Executive Committee, and the Des Moines Area MPO Transportation Technical Committee, and other committees, subcommittees, and working groups as appointed from time-to-time, with the Des Moines Area MPO staff activities including, but not limited to, preparing correspondence, records management, meeting agendas and meeting minutes, and any other supporting materials and activities.

Anticipated FY 2007 Work Products:

- Agenda(s), meeting minutes/notes, and hosting the many committees of the MPO.

10.0

ADMINISTRATION

- Office Management
- Personnel
- Audit
- Legal Documents
- Equipment
- Environmental Justice

OBJECTIVE: Activities included in Work Element 10.0 represent the Des Moines Area MPO's commitment to ensuring that the funding support, federal, state, and local, given to carry out the MPO's functions are managed appropriately and effectively. This work element represents those activities that ensure that that goal is achieved.

FY 2006 Accomplishments:

- Completion of a successful FY 2005 Audit;
- Initiate the process for selection of an auditor for the 2006-2009 period;
- Filed lobbyist reports, as appropriate and as required;
- Updated the MPO's 28E Agreement and Bylaws;
- Executed agreements with the Iowa DOT and with the CIRTPA for funds to be paid for work to be accomplished under the FY 2006 work programs;
- Executed an agreement with the Transportation Management Association for partial funding support of that group's activities;
- Prepared staff evaluations;

- Signed a new office lease with Merle Hay Centre that included office remodeling and additional staff work space and meeting room space;
- Acquire office equipment and furniture, as needed;
- Maintained personnel and payroll files; and,
- Continued to outsource the MPO's staff payroll function.

FY 2007 Activities:

In carrying out this work element, the Des Moines Area MPO staff anticipates the following accomplishments:

Maintaining and performing those activities to accomplish the Des Moines Area MPO's **personnel, payroll, inventory, filing, and routine administration** activities;

Performing **staff hiring, staff evaluations, and other associated personnel** activities to ensure a viable Des Moines Area MPO staff;

Maintain **project management software**, bettering Des Moines Area MPO staff ability to monitor and complete projects in a time sensitive and cost-efficient manner;

Evaluate and amend, as needed, the *Employee Handbook* after review of staff's external use of Des Moines Area MPO technologies such as Virtual Private Network, flextime, benefits, and charging outside agencies, specific Des Moines Area MPO services;

Maintaining a viable office by acquiring, as needed, **office furniture and equipment** to support the Des Moines Area MPO's transportation planning activities;

Working toward the Des Moines Area MPO as a **virtual office** and a **paperless office**;

Executing a **contract** annually with the Iowa DOT to receive **federal transportation planning** funds for work activities as described in this work program and budget;

Executing a **contract with the Transportation Management Association** to provide Des Moines Area MPO funding support to that program for Fiscal Year 2006 for \$35,000;

Executing, monitoring, and/or managing any **other contracts** as the Des Moines Area MPO may deem appropriate in the Des Moines Area MPO's efforts to carry out its responsibilities for long-range transportation planning in this metropolitan area;

Working with the Des Moines Area MPO's accounting firm to perform the **annual audit** for Fiscal Year 2006;

Convening the Des Moines Area MPO's **Auditor Selection Committee** to negotiate another agreement for audit services, given that the current three agreements expire June 30, 2006;

Monitoring the **Memorandum of Understanding between the Des Moines Area MPO and the Des Moines RTA**, including annual discussion of what transportation planning, or more specifically transit planning, activities the two agencies can coordinate and support each other;

Maintaining and amending, if necessary, the **Chapter 28E**, Code of Iowa, intergovernmental agreement that **created the current Des Moines Area MPO structure** for providing transportation planning services for its member governments;

Preparing other **Chapter 28E agreements**, as deemed necessary, to provide transportation planning services;

Maintaining and updating, as necessary, the Des Moines Area MPO's **Bylaws**; and,

Monitoring the *Federal Register*, federal publications, and any other source of information regarding improving the Des Moines Area MPO's mission or operation;

Anticipated FY 2007 Work Products:

- Completion of a successful FY 2006 Audit;
- Hire an auditor for the 2006-2009 period;
- File lobbyist reports, as appropriate and as required;
- Monitor, and update if needed, the MPO's 28E Agreement and Bylaws;
- Execute agreements with the Iowa DOT and with the CIRTPA for funds to be paid for work to be accomplished under the FY 2007 work programs;
- Execute an agreement with the Transportation Management Association for partial funding support of that group's activities;
- Prepare staff evaluations;
- Acquire office equipment and furniture, as needed;
- Maintain personnel and payroll files; and,
- Continue to outsource the MPO's staff payroll function.

11.0

INFORMATION TECHNOLOGY

▪ Information Technology Activities

OBJECTIVE: Activities included in Work Element 11.0 represent the Des Moines Area MPO's commitment to ensuring that the Des Moines Area MPO staff has the tools and resources to support the many MPO activities efficiently, productively, and effectively. One of the key features of an office today is information technology and, given the importance of that part of the MPO office's operation, this work element reflects how important the Des Moines Area MPO believes this activity is to the MPO's success.

FY 2006 Accomplishments:

- Upgraded the MPO's network server;
- Upgraded computer hardware and software, as needed; and,
- Continued to retain outside services to ensure a successful computer system for the MPO.

FY 2007 Activities:

In carrying out this work element, the Des Moines Area MPO staff anticipates the following accomplishments:

Acquiring, upgrading, maintaining, and troubleshooting, as necessary, the Des Moines Area MPO's **computer hardware, computer software, and computer network support** depended upon heavily as tools in performing the Des Moines Area MPO's transportation planning responsibilities; and

Using outside **technical assistance** to maintain such technical support.

Anticipated FY 2007 Work Products:

- Upgrade the MPO's network server, if needed;
- Upgrade computer hardware and software, as needed; and,
- Continued to retain outside services to ensure a successful computer system for the MPO.

12.0

TRAVEL AND TRAINING

- Travel and Training

OBJECTIVE: Activities included in Work Element 12.0 represent the Des Moines Area MPO's commitment to ensuring that the Des Moines Area MPO staff is aware of, conversant in, and trained on the latest improvements, advancements, or changes in the transportation planning profession in its various and sundry aspects. This work element represents a commitment to ensuring that the MPO staff is prepared to provide the best service to the MPO.

FY 2006 Accomplishments:

- Attended conferences, workshops, and training sessions over the year.

FY 2007 Activities:

In carrying out this work element, the Des Moines Area MPO staff anticipates the following accomplishments:

Funding staff time and travel expenses associated with the Des Moines Area MPO staff participating in education and training opportunities, including conferences, workshops, seminars, and training sessions.

Anticipated FY 2007 Work Products:

- Attend conferences, workshops, and training sessions over the year.

13.0

SPECIAL PROJECTS - Transportation Management Association

The Des Moines Area MPO continues to provide funding support for the Transportation Management Association (TMA), based at the Downtown Community Alliance and within the Greater Des Moines Partnership. The Des Moines Area MPO's funding of this program recognizes the work that the TMA does in carrying out the Des Moines Area MPO's commitment to the Iowa Department of Transportation related to the I-235 reconstruction

project. When the Iowa Transportation Commission committed funding to the design/rebuild concept promoted by the Des Moines Area MPO (something less than the full-build option), the Des Moines Area MPO committed to reduce single occupant vehicle trips during the peak daily travel periods by at least ten percent (10%) before the Iowa Department of Transportation would consider capacity solution issues, if any, on the I-235 corridor. The TMA's work supports the Des Moines Area MPO's commitment to that strategy.

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INDIRECT COST RATE

Annually, the Des Moines Area MPO must prepare the Indirect Cost Rate information, which affects how the Des Moines Area MPO requests reimbursement for expenses incurred in executing the UPWP activities.

The documentation of the Indirect Cost Rate is contained in a separate document and included in the UPWP by reference.

DES MOINES AREA MPO - FISCAL YEAR 2007 INDIRECT COST RATE CALCULATION

A.	MPO BUDGET	\$ 1,092,686
B.	LESS CIRTPA INCOME	76,750
C.	LESS TMA	35,000
D.	LESS LOCALLY FUNDED ACTIVITIES	157,100
E.	FEDERAL ELIGIBLE ACTIVITIES [A-(B+C+D)]	823,836
F.	FEDERAL ELIGIBLE INDIRECT	225,124
G.	FEDERAL ELIGIBLE ACTIVITIES INDIRECT/FEDERAL [F/E]	27.33%

ALLOCATION OF STAFF HOURS - FISCAL YEAR 2007

Work Element	Amount	Staff Hours
1.0 Long-Range Transportation Planning	\$ 189,822	4,785
2.0 Transportation Systems Planning	252,723	5,916
3.0 Public Involvement	34,404	660
4.0 Interagency Coordination	137,618	1,977
5.0 Transportation Improvement Program	40,949	738
6.0 Central Iowa Regional Transportation Planning Alliance	76,750	2,158
7.0 Unified Planning Work Program	11,967	170
8.0 Transit Planning - MPO Staff	71,058	1,513
9.0 Committee Support	68,861	1,712
10.0 Administration	53,777	1,070
11.0 Information Technology	52,818	245
12.0 Travel and Training	65,968	576
13.0 Special Projects	35,000	0
TOTAL	\$1,092,686	21,520

**DES MOINES AREA MPO
FUNDING AGENCY SHARE**

FISCAL YEAR 2007

<u>SOURCE</u>	<u>AMOUNT</u>	<u>PERCENT OF FUNDING</u>
FEDERAL FUNDS*	\$654,410	59.91%
LOCAL MATCHING FUNDS	163,653	14.98%
CIRTPA**	76,750	7.02%
TMA	35,000	3.20%
<u>OTHER LOCAL FUNDS</u>	<u>162,673</u>	<u>14.89%</u>
TOTAL MPO BUDGET	<u>\$1,092,686</u>	<u>100.00%</u>

* Includes \$33,804 FHWA PL SFY 2005 funds.

** Central Iowa Regional Transportation Planning Alliance: The Des Moines Area MPO has an agreement to perform transportation planning services for the regional planning affiliation in Region 11.

**DES MOINES AREA MPO
WORK PROGRAM BUDGET**

FISCAL YEAR 2007

Salaries and Fringe Benefits	\$ 697,311
Indirect Costs	<u>\$ 235,275</u>
Total Salaries, Fringe, and Indirect Costs:	\$ 932,586
<u>Additional Locally Funded Activities:</u>	<u>\$ 160,100</u>
TOTAL BUDGET COST	<u>\$1,092,686</u>

Fiscal Year 2007 Budget Summary

Work Element	Federal Funds										Total
	Activity Work Element	FTA 5303 Carryover	FTA 5303 New Carryover	FHWA PL Carryover	FHWA PL New	SAFETEA-LU Earmark	Local Match	Other Local	CIRTPA		
7.0, 9.0, 10.0, 11.0(pt), 12.0(pt)	Administrative Costs	\$ -	\$ 13,441	\$ 25,233	\$ 53,980	\$ -	\$ 23,664	\$ 42,663	\$ -	\$ -	\$ 160,981
5.0, 11.0(pt)	TIP	\$ -	\$ 4,060	\$ 7,620	\$ 16,907	\$ -	\$ 7,147	\$ 14,125	\$ -	\$ -	\$ 49,859
4.0, 11.0(pt), 12.0(pt)	Technical Assistance	\$ -	\$ 11,174	\$ 20,976	\$ 45,541	\$ -	\$ 19,673	\$ 40,699	\$ -	\$ -	\$ 139,063
1.0, 11.0(pt), 12.0(pt)	Long-Range Planning	\$ -	\$ 18,821	\$ 35,333	\$ 78,389	\$ 52,500	\$ 46,261	\$ 17,492	\$ -	\$ -	\$ 248,795
2.0, 3.0, 8.0, 11.0(pt), 12.0(pt)	Short-Range Planning	\$ -	\$ 35,524	\$ 66,675	\$ 147,935	\$ 17,500	\$ 66,909	\$ 47,696	\$ -	\$ 76,750	\$ 382,238
6.0	CIRTPA#	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
13.0	TMA#	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 35,000	\$ -	\$ -	\$ 35,000
	TOTAL	\$ -	\$ 83,020	\$ 155,837	\$ 345,753	\$ 70,000	\$ 163,653	\$ 197,673	\$ 76,750	\$ -	\$ 1,092,686

CIRTPA = Central Iowa Regional Transportation Planning Alliance
 ## TMA = Transportation Management Association

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**FY 2007 UNIFIED PLANNING WORK PROGRAM
PROJECT BUDGET BY AGENCY**

UPWP CODE	WORK ELEMENT	DES MOINES AREA MPO						DES MOINES RTA			GRAND TOTAL
		FEDERAL FUNDS	LOCAL MATCH	OTHER LOCAL	CIRTPA	MPO TOTAL	FEDERAL FUNDS	LOCAL MATCH	MTA TOTAL		
1.0	Long-Range Transportation Plan	\$ 148,423	\$ 37,106	\$ 4,293		\$ 189,822				\$ 189,822	
2.0	Transportation Systems Planning	\$ 197,606	\$ 49,401	\$ 5,716		\$ 252,723				\$ 252,723	
3.0	Public Involvement	\$ 26,901	\$ 6,725	\$ 778		\$ 34,404				\$ 34,404	
4.0	Interagency Coordination	\$ 88,094	\$ 22,024	\$ 27,500		\$ 137,618				\$ 137,618	
5.0	Transportation Improvement Program	\$ 32,018	\$ 8,005	\$ 926		\$ 40,949				\$ 40,949	
6.0	CIRTPA				\$ 76,750	\$ 76,750				\$ 76,750	
7.0	Unified Planning Work Program	\$ 9,357	\$ 2,339	\$ 271		\$ 11,967				\$ 11,967	
8.0	Transit Planning	\$ 55,537	\$ 13,884	\$ 1,606		\$ 71,028	\$ 597,600	\$ 161,900	\$ 809,500	\$ 880,528	
9.0	Committee Support	\$ 54,625	\$ 13,656	\$ 1,580		\$ 69,861				\$ 69,861	
10.0	Administration	\$ 42,049	\$ 10,512	\$ 1,216		\$ 53,777				\$ 53,777	
11.0	Information Technology	\$ -	\$ -	\$ 52,818		\$ 52,818				\$ 52,818	
12.0	Travel and Training	\$ -	\$ -	\$ 65,969		\$ 65,969				\$ 65,969	
13.0	Special Projects - Funding for TMA	\$ -	\$ -	\$ 35,000		\$ 35,000				\$ 35,000	
		\$ 654,610	\$ 163,653	\$ 197,673	\$ 76,750	\$ 1,092,686	\$ 597,600	\$ 161,900	\$ 809,500	\$ 1,902,186	
						100%					

**Des Moines Area Metropolitan Planning Organization
Merle Hay Centre
6200 Aurora Avenue, Suite 300W
Urbandale, Iowa 50322-2866
T: (515) 334-0075
F: (515) 334-0098
E-mail: dmampo@dmampo.org
<http://www.dmampo.org>**