

NOTICE OF MEETING

Des Moines Area Metropolitan Planning Organization (MPO)
 Executive Committee

11:30 a.m., Wednesday, December 16, 2020

Virtual Meeting

OR Dial 1-312-626-6799, Meeting ID: 890 852 3218 9316

AMENDED AGENDA

1. Call To Order
2. VOTE: Approval of Agenda
3. VOTE: Approval of Meeting Minutes..... Page 2
 - Approve the November 4, 2020, meeting minutes.
4. CONSENT and VOTE: Contracts and Expenses Page 6
5. REPORT and VOTE: FFY 2021-2024 Transportation Improvement Program Amendment Page 7
 - Report regarding an amendment to the Federal Fiscal Year 2021-2024 Transportation Improvement Program to update Excess TAP funding amounts; consider approval.
6. REPORT and VOTE: FFY 2021-2024 Transportation Improvement Program AmendmentPage 8
 - Report regarding an amendment to the Federal Fiscal Year 2021-2024 Transportation Improvement Program for a City of Des Moines project; consider approval.
7. REPORT and VOTE: Transload Facility Performance Bond Page 9
 - Report and discussion regarding Des Moines Industrial acquiring a performance bond; consider approval.
8. REPORT and VOTE: Transload Collateral Assignment with Lincoln Savings Bank Page 10
 - Report and discussion regarding the collateral assignment for Lincoln Savings bank providing a loan to Des Moines Industrial; consider approval.
9. REPORT: Surface Transportation Block Grant (STBG) Program Schedule Page 11
 - Report regarding the Federal Fiscal Year 2025 Surface Transportation Block Grant (STBG) Program schedule.
10. REPORT: Purple Heart Highway Update Page 12
 - Report regarding the updated Iowa Highway 5 / US Highway 65 Freeway Corridor Interstate System Designation Summary Report.
11. REPORT: Water Trails Update Page 13
 - Update on efforts related to the use of the BUILD Grant for water trails.
12. REPORT: Legislative Update Page 14
 - Standing item to discuss any items related to the Federal and State Legislative issues.
13. REPORT: TAP Scoring Criteria Update Page 15
 - Report and discussion regarding the TAP Scoring Criteria update and review process
14. REPORT: Upcoming Events Page 16
15. Other Non-Action Items of Interest to the Committee
16. Next Meeting Date – January 13, 2021, at 11:30 a.m.
17. Adjournment

The established protocol for minutes of this meeting will be to list all attendees, and with each item on which a vote is conducted in the ordinary course in order to take formal action, those voting nay or abstaining will be identified by name. Any member who is absent from the meeting for any period of time during which a vote of the body is taken, is expected to notify the recording secretary at the conclusion of the meeting so that the absence can be duly noted in the minutes. Roll Call votes will be taken as required by law or upon the request of any member that is approved by the chair, and the vote of each member for or against the proposition, or abstention, will be incorporated in the minutes or recorded on a separate sheet attached to the minutes.

The MPO receives federal funding and may not discriminate against anyone on the basis of race, color, or national origin, according to Title VI of the Civil Rights Act of 1964. For more information or to obtain a Title VI Complaint form, visit www.dmampro.org/title-vi/ or call 515-334-0075.

December 2020
Item No. 3

ISSUE: Approval of Meeting Minutes

VOTE: Consider approval of the November 4, 2020, MPO Executive Committee meeting minutes.

BACKGROUND:

The minutes of the November 4, 2020, MPO Executive Committee meeting is included on the following pages.

RECOMMENDATION:

Approve the minutes of the November 4, 2020, MPO Executive Committee meeting.

STAFF CONTACT:

Tracey Deckard, tdeckard@dmampo.org
(515) 334-0075

MEETING MINUTES
Des Moines Area Metropolitan Planning Organization (MPO)
EXECUTIVE COMMITTEE
11:30 a.m., Wednesday, November 4, 2020

Des Moines Area MPO | Virtual Meeting

The MPO Executive Committee held a virtual meeting at 11:30 a.m. on November 4, 2020. MPO staff emailed agenda packets to the MPO Executive and members on October 30, 2020. **In addition to these published tentative minutes, there also may be additional meeting notes on file with the MPO staff that are public records and available upon request as provided by law. These tentative minutes reflect all action taken at the meeting.**

Executive Members Present:

Joe Gatto | City of Des Moines
Matt McCoy | Polk County
Sara Kurovski | City of Pleasant Hill
Gary Lorenz | City of Ankeny
Stephanie Riva | City of Norwalk
Jeff Walters | City of Polk City
Bob Andeweg | City of Urbandale
Chris Coleman | City of Des Moines
Kyle Mertz | City of Altoona
Andy Loonan | IDOT

Staff Present:

Todd Ashby | Executive Director
Dylan Mullenix | Assistant Director
Zach Young | Planning Manager
Andrew Collings | Principal Planner
Tracey Deckard | Office Manager
Allison van Pelt | Associate Planner
Sreyoshi Chakraborty | Senior Planner
Zhi Chen | Associate Planner
Tanvi Halde | Intern
Scott Brennan | MPO General Counsel (alt)

Executive Members Absent:

Ted Weaver | City of Clive
Steve Gaer | City of West Des Moines

Others Present:

Clifford Leonard | public

1. Call to Order

MPO Chair Joe Gatto called the November 4, 2020, meeting to order at 11:31 a.m. A quorum was present.

2. Approval of Agenda

MOTION: A motion was made by Riva and seconded by Mertz to approve the November 4, 2020, Des Moines Area Metropolitan Planning Organization Executive Committee meeting agenda.

MOTION CARRIED

3. Approval of Meeting Minutes

MOTION: A motion was made by McCoy and seconded by Riva to approve the October 7, 2020 Executive Committee meeting minutes.

MOTION CARRIED

4. Contracts and Expenses

Executive Director presented. Recommend approval of payment to the City of West Des Moines for the University Avenue Corridor Study in the amount of \$20,178.40.

MOTION: A motion was made by McCoy and seconded by Riva to approve payment for the University Avenue Corridor Study in the amount of \$20,178.40

MOTION CARRIED

5. Calendar Year 2021 Meeting Dates

Executive Director presented. Recommend approval of the Calendar Year 2021 meeting dates.

MOTION: A motion was made by Riva and seconded by McCoy to approve the Calendar Year 2021 meeting dates.

MOTION CARRIED

6. TIP Amendment

Staff presented. Recommend approval of the proposed Federal Fiscal Years 2021-2024 Transportation Improvement Program amendment request from the Iowa DOT to adjust funding for the US 6 project from Hickman Road to

Douglas Avenue in Des Moines. The amendment request is to increase the federal aid amount from \$431,200 to \$587,200.

MOTION: A motion was made by McCoy and Seconded by Riva to approve the Calendar Year 2021 meeting dates.

MOTION CARRIED

7. **Iowa DOT Mid-Performance Period Adjustments**

Staff presented. Recommend approval of the Iowa DOT's Mid-Performance Period adjustments.

MOTION: A motion was made by Coleman and Seconded by Riva to approve the Iowa DOT's Mid-Performance Period adjustments.

MOTION CARRIED

8. **Fiscal Year 2021 1st Quarter Financial Report**

Staff presented. Report and update on the 1st quarter expenditures for FY 2021. No questions from committee members regarding the report.

9. **Environmental Justice Report**

Staff presented. Report identifying Environmental Justice (EJ) areas in the MPO planning area. Full Draft Report is available on the MPO Website. Coleman expressed concerns of the categories included in the EJ report. Chair Gatto agreed with Coleman. Chair Gatto recommended setting up a subcommittee. Andeweg volunteers to be part of this subcommittee.

10. **Rain Campaign Update**

Staff presented. Report and discussion on the Campaign and its progress and activities.

No questions from committee members.

11. **Des Moines Transload Facility**

Staff presented. Report and discussion on the development of the Des Moines Transload Facility and work with the Federal Railroad Administration (FRA) and Des Moines Industrial LLC. Staff advised that the Baseline Performance Report and the Quarterly Report have been submitted. Upcoming reports that are due include the Disadvantaged Business Enterprises Plan (DBE) and the Project Management Plan which needs to be submitted to FRA by November 30, 2020. Reimbursements cannot be made until after approval of the Project Management Plan. All filings and requirements are current.

No questions from committee members.

12. **Purple Heart Highway Update**

Executive Director presented. Report and discussion regarding the updated Iowa Highway 5 / US Highway 65 Freeway Corridor Interstate System. The Draft report of the Iowa 5/US 65 Re-Designation Update report has been completed and is available on the MPO website. Additional discussion regarding the designation of farm gates and locations. Report showing that costs were significantly lower than previously expected. Next steps were discussed. No questions from committee members.

13. **Water Trails Update**

Executive Director presented. Report and discussion on efforts related to the use of the BUILD Grant for water trails. Notable progress includes the schematic design for possible dam modification projects and refining concepts for the neighborhood access sites. Chair Gatto indicated that there have been several meetings with the City of Des Moines and he is looking forward to moving forward with the plans. No additional questions from committee members.

14. **Legislative Update**

Assistant Director presented. Report and discussion regarding current Federal and State legislative issues. Nothing new to present but repeat of last month's report. Of note, House passed FY 21 THUD bill at the end of July but has not been approved by Senate yet; FAST Act Update extension passed last week. Intent to use this year to develop a new 5-year bill.

No questions from committee members.

15. **Upcoming Events**

Information only. No new events to report.

16. **Approval of the Policy Committee Meeting Agenda**

As amended to change the items regarding TAP funding from voting items to information only.

MOTION: A motion was made to approve the MPO Policy Agenda as amended by McCoy and seconded by Riva.

MOTION CARRIED

17. **Other Non-Action Items**

Executive Director reported that the MPO Data Bike won an award at the Smart Cities Conference and Joe Gatto received an award for Outstanding Leadership. Congratulations extended to Chair Gatto.

Executive Director provided an update on the TAP/SRTS Review meetings. This item will be brought back next month.

18. **Next Meeting Date**

December 9, 2020 beginning at 11:30.

19. **Adjournment**

Hearing no objection to the contrary, the Chair adjourned the Executive Committee meeting at 12:09 p.m.

December 2020
Item No. 4

ISSUE: Contracts and Expenses

Consent and VOTE: Consider approval of the following expenses in accordance with the MPO’s proposed policies and procedures regarding contracts and expenses.

BACKGROUND:

Below is an expense that exceed the limits set by the MPO’s policy and procedures regarding expenditures.

VENDOR	PURPOSE	NOTES/INFORMATION	AMOUNT REQUESTED
HNTB	IA 5/US 65 Study Update	Invoice #5- final through October 30, 2020	\$4,967.99
HNTB	IA 5/US 65 Study Update	Invoice #4- through September 25, 2020	\$9,227.29
HNTB	IA 5/US 65 Study Update	Invoice #3 – through August 21, 2020	\$21,990.42

RECOMMENDATION:

Recommend approval of the above expense.

STAFF CONTACT:

Todd Ashby, tashby@dmampo.org
(515) 334-00

December 2020
Item No. 5

ISSUE: FFY 2021-2024 Transportation Improvement Program Amendment

REPORT and VOTE: Report regarding an amendment to the *Federal Fiscal Year 2021-2024 Transportation Improvement Program* (FFY 2021-2024 TIP) to update funding amounts for projects that received Excess TAP Funding; consider approval.

BACKGROUND:

The Funding Subcommittee reviewed the excess funding available and eligible projects and developed a recommendation for awarding excess funds at their September 24, 2020, meeting. MPO's Policy Board approved excess TAP funding on October 15 for the following projects:

Project Sponsor	Project Title	Excess Funding Award
Ankeny	Oralabor Gateway Trail – SW State Street Overpass	\$65,000.00
Clive	Bicycle Locations	\$70,000.00
Des Moines	Des Moines to Carlisle Trail	\$100,000.00
Des Moines	Central Place Levee Trail – Phase 1	\$65,000.00
Polk County	Trestle-to-Trestle Trail Bridge	\$400,000.00
Excess TAP Funding Total		\$700,000.00

RECOMMENDATIONS:

Recommend approval of the Federal Fiscal Years 2021-2024 Transportation Improvement Program amendment request.

STAFF CONTACT:

Sreyoshi Chakraborty, schakraborty@dmampo.org
(515) 334-0075

December 2020
Item No. 6

ISSUE: FFY 2021-2024 Transportation Improvement Program Amendment

REPORT and VOTE: Report regarding an amendment to the *Federal Fiscal Year 2021-2024 Transportation Improvement Program* (FFY 2021-2024 TIP) to add City of Des Moines East Douglas Reconstruction Project to the 2021 STIP; consider approval.

BACKGROUND:

The East Douglas Reconstruction project extends from East 42nd to East 56th Street. This project is currently programmed in Federal Fiscal Year 2020. The City of Des Moines has requested to move the programming to FFY 2021 and add the project to the FFY 2021-2024 TIP.

RECOMMENDATIONS:

Recommend approval of the Federal Fiscal Years 2021-2024 Transportation Improvement Program amendment request.

STAFF CONTACT:

Sreyoshi Chakraborty, schakraborty@dmampo.org
(515) 334-0075

December 2020
Item No. 7

ISSUE: Transload Facility Performance Bond

REPORT: Consider approval of Des Moines Industrial acquiring a performance bond.

BACKGROUND:

Des Moines Industrial (DSMI) is proposing to acquire a performance bond for the development and completion of the transload facility. This is being done to limit the exposure of the MPO in repaying the BUILD grant or RRGL loan in case of default by DSMI. The performance bond should also limit the MPO's exposure related to the Collateral Assignments Lincoln Savings Bank is requiring.

The performance bond is for \$20,000,000 and being purchased by Ryan Construction Company for DSMI as part of their agreement.

RECOMMENDATION:

Staff recommends approval contingent on final review of the performance bond as executed.

STAFF CONTACT:

Todd Ashby, tashby@dmampo.org
(515) 334-00

December 2020
Item No. 8

ISSUE: Transload Collateral Assignment with Lincoln Savings Bank

REPORT: Consider approval of the collateral assignments related to Des Moines Industrials loan with Lincoln Savings Bank.

BACKGROUND:

Lincoln Savings Bank is providing a loan to Des Moines Industrial to finance the private equity portion for constructing the transload facility. Lincoln Savings Bank is requiring the MPO to execute a consent as to collateral assignments for both the BUILD grant and RRLG loan. As noted in the previous item, a performance bond is being put into place to limit the exposure of the MPO and assure completion of the transload facility.

[Collateral Assignment for the BUILD Grant is available on MPO website \(click to access\).](#)

[Intercreditor and Subordination Agreement for the RRLG loan is available on the MPO website \(click to access\).](#)

RECOMMENDATION:

Staff recommends approval of the collateral assignments contingent of final review of the performance bond as executed.

STAFF CONTACT:

Todd Ashby, tashby@dmampo.org
(515) 334-00

December 2020
Item No. 9

ISSUE: Surface Transportation Block Grant (STBG) Program Schedule

REPORT: Report on the Federal Fiscal Year 2025 Surface Transportation Block Grant (STBG) Program Schedule.

BACKGROUND:

The MPO will award Surface Transportation Block Grant (STBG) Program funds to critical projects throughout the region. The MPO will begin the process for selecting and awarding Federal Fiscal Year (FFY) 2025 STBG funds in December 2020.

MPO staff will post applications on the MPO website by December 4, 2020. Completed applications are due to the MPO office by **January 15, 2021**.

Applications, guidelines, schedule and scoring criteria will be posted on the MPO website by December 4, 2020

RECOMMENDATION:

None. Report and discussion only.

STAFF CONTACTS:

Zach Young, zyoung@dmampo.org
(515) 334-0075

December 2020
Item No. 10

ISSUE: Purple Heart Highway Update

REPORT: Discussion regarding the updated Iowa Highway 5 / US Highway 65 Freeway Corridor Interstate System Designation Summary Report

BACKGROUND:

Over the last decade the MPO has pursued efforts to designate the US 65/Iowa 5 bypass as an interstate. At the MPO's request and with funding from communities along the corridor, the Iowa DOT produced in 2012 the Iowa Highway 5/US Highway 65 Freeway Corridor Instate System Designation Summary Report. This report outlined the potential improvements necessary for the interstate designation, including issues related to roadway design and safety, right-of-way access, and signage. The report also identified the need to address how to handle slow moving and/or overweight agricultural equipment.

Since the report's publication the MPO and local stakeholders have worked to identify options to address the outstanding issues identified by the Iowa DOT, particularly the slow moving and overweight vehicle issues. The primary concern is that without an alternative to cross the Des Moines River, some farm operators would be unable to access some fields and/or grain elevators if they are unable to use the bypass.

Staff met with representatives of Farm Bureau in early March and had additional discussions with the DOT. The DOT recommended contracting with HNTB (who did the initial study) to update the Iowa Highway 5 / US Highway 65 Freeway Corridor Interstate System Designation Summary Report.

[A copy of the Iowa 5/US 65 Re-Designation Update report is available on the MPO website \(click to access\).](#)

RECOMMENDATIONS:

None. Report and discussion only.

STAFF CONTACT:

Todd Ashby, tashby@dmampo.org
(515) 334-0075

December 2020
Item No. 11

ISSUE: Water Trails Update

REPORT: Discussion regarding the execution of the BUILD Grant for Central Iowa Water Trails.

BACKGROUND:

In November, the Des Moines Area MPO was awarded a \$25 million grant from the Better Utilizing Investments to Leverage Development, or BUILD, grant program of the U.S. Department of Transportation.

The grant is significantly accelerating the implementation of the Central Iowa Water Trails initiative, specifically a five-mile stretch of the Des Moines River including the mitigation of the Scott Avenue Dam and improvements at three neighborhood access points.

Snyder and Associates has been brought on as the owner's representative and is providing weekly project updates. Notable progress includes:

- Schematic design is the key focus for the possible dam-modification projects.
- Concepts are being refined for the neighborhood access sites.

Staff will provide updates as part of the discussion.

RECOMMENDATIONS:

None. Report and discussion only.

STAFF CONTACT:

Todd Ashby, tashby@dmampo.org
(515) 334-0075

December 2020
Item No. 12

ISSUE: Legislative Issues Update

REPORT: Standing item to discuss Federal and State legislative issues.

BACKGROUND:

Standing item throughout the Iowa legislative session to allow the committee to discuss any legislative (federal or state) items of interest.

RECOMMENDATIONS:

None. Report and discussion only.

STAFF CONTACT:

Dylan Mullenix, dmullenix@dmampo.org;
(515) 334-00

December 2020
Item No. 13

ISSUE: TAP Scoring Criteria Update

REPORT: Report and discussion on the TAP Scoring Criteria update and review process

BACKGROUND:

The MPO began an update to the TAP application scoring criteria to address the following goals:

- Align scoring criteria to goals and priorities of the MPO's LRTP
- Update and refine scoring criteria to make it objective and reduce redundancies
- Eliminating the two-step application process to make it more efficient

The scoring criteria went through several rounds of review and iterations by the following MPO committees:

- Central Iowa Bicycle and Pedestrian Roundtable
- MPO Planning Subcommittee
- MPO Engineering Subcommittee
- MPO STBG Funding Subcommittee
- MPO Environment Roundtable

The criteria were refined and updated based on input from the above committees.

Additionally, the City of Des Moines Trails and Greenways Committee (TAG) reviewed this updated Scoring Criteria. No additional comments were received from the TAG.

RECOMMENDATIONS:

None. Report and discussion only.

STAFF CONTACT:

Sreyoshi Chakraborty, schakraborty@dmampo.org
(515) 334-0075

December 2020
Item No. 14

ISSUE: Upcoming Events

REPORT: Report on upcoming events of regional interest.

BACKGROUND:

Staff will highlight upcoming events, trainings and other opportunities of interest to representatives of MPO member governments.

RECOMMENDATION:

None. Report and discussion only.

STAFF CONTACT:

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(515) 334-0075