

MEETING MINUTES  
Des Moines Area Metropolitan Planning Organization (MPO)  
EXECUTIVE COMMITTEE  
11:30 a.m., Wednesday, January 13, 2021

Des Moines Area MPO | Virtual Meeting

The MPO Executive Committee held a virtual meeting at 11:30 a.m. on January 13, 2021. MPO staff emailed agenda packets to the MPO Executive and members on December 11, 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  
Sara Kurovski | City of Pleasant Hill  
Gary Lorenz | City of Ankeny  
Matt McCoy | Polk County  
Ted Weaver | City of Clive  
Stephanie Riva | City of Norwalk  
Jeff Walters | City of Polk City  
Bob Andeweg | City of Urbandale  
Chris Coleman | City of Des Moines  
Steve Gaer | City of West Des Moines  
Andy Loonan | IDOT

**Executive Members Absent:**

**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  
Scott Brennan | MPO General Counsel (alt)

**Others Present:**

Clifford Leonard | public

1. **Call to Order**

MPO Chair Joe Gatto called the January 13, 2021, meeting to order at 11:30 a.m. A quorum was present.

2. **Approval of Agenda**

**MOTION:** A motion was made by Kurovski and seconded by Riva to approve the January 13, 2021, Des Moines Area Metropolitan Planning Organization Executive Committee meeting agenda.

**MOTION CARRIED**

3. **Approval of Meeting Minutes**

Kurovski asked that the meeting minutes be amended to include her request for a legal opinion to be provided regarding the Transload items and working with Lincoln Savings Bank. With those requested amendments:

**MOTION:** A motion was made by Gatto and seconded by Riva to approve the December 16<sup>th</sup> and December 23<sup>rd</sup>, 2020 Executive Committee meeting minutes.

**MOTION CARRIED**

4. **TAP Criteria and Schedule**

Staff presented. MPO has prepared an update to the TAP scoring criteria. The scoring criteria updates were heard by several of the MPO Committees in addition to the City of Des Moines Trails and Greenways Committee (TAG). The MPO Funding Subcommittee did a final review of the criteria and recommend approval of the updated TAP scoring criteria.

**MOTION:** A motion was made by Coleman and seconded by McCoy to approve the updated TAP scoring criteria.

**MOTION CARRIED**

5. **Executive Director Annual Review and Compensation Adjustment**

No report or vote. Will be brought back next month for consideration.

6. **Draft 2017-2021 Safety Performance Targets**

Staff presented. As part of the Federal Highway Administration's Highway Safety Improvement Program, MPO's have the option to support their state's DOT targets or establish targets for their planning area. As in previous years, the MPO recommend setting their own safety performance targets for 2017-2021. It is further noted that as in previous years the MPO Board members do not like to set "targets" and object to the wording in this MPO Requirement. Discussion only. This item will be brought back with a full report and voting in the coming months.

7. **Fiscal Year 2022 Unified Planning Work Program and Budget Development**

Staff presented. Discussion of the process to develop the next work program and budget. MPO staff asks for input from member governments and participating agencies on planning tasks for FY 2022. The Chair inquired about member dues for the upcoming year. This matter will be discussed further with the Budget Committee at their next meeting.

8. **Pavement Condition Report**

Staff presented. MPO staff developed a report on pavement conditions for the MPO planning area. The report is a follow-up to performance goal setting for Mobilizing Tomorrow. Staff examined 2019 pavement condition information and reported on pavement conditions of locally owned roads. In addition to the analysis of roads and streets as a region, each community is broken out individually for review. More information will be available in the final report. A link to the draft Pavement Condition Report was provided.

9. **Des Moines Transload Facility**

Executive Director and Staff presented. Staff has completed all pre-reimbursement requirements from the FRA. Des Moines Industrial plans to begin submitting reimbursement requests after March 2021. The project quarterly report is due on January 30, 2021. The agreements with the railroads and the City of Des Moines are wrapping up. Des Moines Industrial is planning on starting construction in March 2021. A detailed task/activity spreadsheet was presented.

Board member Lorentz expressed his concerns regarding his confidence in the attorney legal opinion due to the wording of the last paragraph. Riva shared his concerns. Discussion ensued between the board members. Gaer and Andeweg, both attorneys and board members, indicated that as attorneys they did not see any issues with the opinion and that they believed the facts were correct and they had no concerns about the language in the opinion. Board member Lorentz continued to have concerns with the opinion and wanted it documented in the minutes. Discussion ensued regarding the previous questions asked by Kurovski and the special meeting that occurred in December.

10. **Purple Heart Highway Update**

Executive Director provided an update on the project. Report only. A DOT Task Force was being formed and that future meetings were in the process of being scheduled with Farm Bureau and the Governor's office. A one-page summary with talking points about the project will be forwarded to all board members following the meeting.

11. **Water Trails Update**

Executive Director presented. Report only. Water Trails project working on original schedule. Build grant deadline has been extended until September 30, 2022. An agreement between MPO and FHWA is drafted. An agreement between MPO and DOT is underway as well as agreements between MPO, Central Iowa Water Trails (CIWT) and the City of Des Moines. Important milestone dates include Design Plans IDOT Submittal (90%)- due February 10, 2021; Final Plans Complete Executive Director indicated that as owner of the contract, MPO can assign construction manager. Working with Polk County to handle that portion e for Owner Review (100%) March 30, 2021; Final Plan Submittal to Iowa DOT (100%)- May 6, 2021. Kurovski requested prior questions and answers be discussed for entire board to hear. Executive Director reviewed each question and answer that was provided.

Kurovski requested refined actual numbers and facts and not vague language. Questions if STBG funds as back up. Looks to legal counsel to provide this information to board and wants more information in the future and has concerns with working with a non-profit with no assets. Executive Director advised that significant funds up to 20 million have been raised and that they do have other funds as well. They are securing additional grants and funding. Still working with DOT on arrangements of options. Requested legal counsel review by-laws to make sure MPO is compliant and all members are aware of the potential liability.

Lorentz questioned clarification between Center Street Dam project and Scott Street Dam. Questioned inclusion of white water in each of the dam projects. Coleman requested that all questions and legal opinions are in writing as well as Executive Director's Plan and wants each detail of the grant provisions to be included. Executive Director reported that additional clarification and details would be coming in the following meetings.

12. **Legislative Update**

Assistant Director presented. Congress passed Consolidated Appropriates Act which provides USDOT remainder of 2021 appropriations, another round of BUILD, Economic relief provisions and extends timeline to use 2019 BUILD grant funds by one year. Report of Iowa Legislation proposed bill by Iowa Homebuilders Association regarding stormwater runoff, discharge, or retention. Lorenz voiced his concern that MPO should be actively involved in this legislation.

13. **Upcoming Events**

Information only.

14. **Approval of Policy Agenda**

Executive Director agenda voting item will be removed and brought back last month.

**MOTION:** A motion was made by Gaer and seconded by Riva to approve the January Policy Agenda as amended.

**MOTION CARRIED**

15. **Other Non-Action Items**

Kurovski discussed sub area appointments for the Executive Committee. FHWA/FTA will be doing the quadrennial review in late April.

Environmental Justice Committee provided update and status.

16. **Next Meeting Date**

January 13, 2021 beginning at 11:30.

17. **Adjournment**

Hearing no objection to the contrary, the Chair adjourned the Executive Committee meeting at 12:14 p.m.