

Meeting Minutes

Des Moines Area Metropolitan Planning Organization (MPO) 4:00 p.m., Thursday, April 16, 2021

The MPO held a virtual meeting at 4:00 p.m. on April 16, 2021. The MPO staff emailed agenda packets to the MPO's representatives and posted the agenda at the MPO office on February 12, 2021. **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.**

MPO Representatives Present:

Elizabeth Burns Thompson | City of Altoona
Vern Willey, II | City of Altoona
Gary Lorenz | City of Ankeny
Marketa Oliver | City of Bondurant
Ruth Randleman | City of Carlisle
Ted Weaver | City of Clive
Kathie Hungerford | City of Cumming**
Mark Hanson | Dallas County
Elizabeth Presutti | DART
Scott Sanders | City of Des Moines
Frank Cownie | City of Des Moines
Connie Boesen | City of Des Moines
Joe Gatto | City of Des Moines
Bill Gray | City of Des Moines
Carl Voss | City of Des Moines
Malcolm Hankins | City of Des Moines
Carl Voss | City of Des Moines
Pam Pepper | City of Indianola**
Stephanie Riva | City of Norwalk
Mark Konrad | City of Pleasant Hill
Jeff Walters | Polk City
Matt McCoy | Polk County
Courtney Clarke | City of Waukee
Tom Hadden | City of West Des Moines
Steve Gaer | City of West Des Moines
Dave Burgess | City of Windsor Heights
Kevin Foley | Des Moines International Airport
Clinton Torp | Des Moines International Airport
Darla Hugaboom | FHWA*
Andy Loonan | IDOT *

MPO Representatives Absent:

David Jones | City of Ankeny
Colton Fors | City of Elkhart
Scott Mikkelsen | City of Grimes
Jim Evans | City of Johnston

Tom Leners | Madison County**
Tammi Dillavou | City of Mitchellville
Robert Andeweg | City of Urbandale
Aaron Dekoch | Warren County
Kyle Michel | Van Meter**
Julia Castillo | HIRTA*
* Advisory/Non-Voting Representatives
** Associate/Non-Voting Representative

Others Present:

Clifford Leonard | Public

MPO Staff Present:

Scott Brennan | MPO General Counsel
Todd Ashby | Executive Director
Dylan Mullenix | Assistant Director
Zach Young | Planning Manager
Andrew Collings | Principal Planner
Sreyoshi Chakraborty | Senior Planner
Zhi Chen | Associate Planner
Gunnar Olson | Communications Manager
Tracey Deckard | Office Manager
Tanvi Halde | Intern

1. Call to Order

MPO Chair, Joe Gatto recognized a quorum and called the April 16, 2021 meeting to order at 4:00 p.m.

2. Approval of Agenda

MOTION: A motion was made by McCoy and seconded by Riva to approve the Des Moines Area Metropolitan Planning Organization April 16, 2021 meeting agenda.

MOTION CARRIED UNANIMOUSLY

3. Approval of the Meeting Minutes

MOTION: A motion was made by Randleman and seconded by Riva to approve the Des Moines Area Metropolitan Planning Organization's February meeting minutes.

MOTION CARRIED UNANIMOUSLY

4. Approval of the Financial Statement

MOTION: A motion was made by Randleman and seconded by Riva to approve the Des Moines Area Metropolitan Planning Organizations Financial Statements.

MOTION CARRIED UNANIMOUSLY

5. Public Comment on MPO Actions

None

6. FFY 2025 Surface Transportation Block Grant Program Funding Recommendation

Planning Director presented. A listing of the Funding Subcommittee's recommendations for the FFY 2025 STBG awards was provided and discussed.

MOTION: A motion was made by McCoy and seconded Randleman to approve the FFY 20254 Surface Transportation Block Grant Funding Recommendation.

MOTION CARRIED UNANIMOUSLY

7. Federal Fiscal Year 2020 Excess Funding

Planning Director presented. Discussion of the Funding Subcommittees recommendation to award \$500,000 to the city of Des Moines' Intelligent Transportation System Upgrade Project. Recommend approval of the Funding Subcommittee's recommendation.

MOTION: A motion was made by Oliver and seconded Hadden to approve the FFY 2020 Excess Funding to the City of Des Moines' Intelligent Transportation System Upgrade Project.

MOTION CARRIED

8. Federal Fiscal Year 2025 Surface Transportation Block Grant Set-Aside (TAP) Program Funding Recommendation

Staff presented. Consider approval of the award recommendation for the Federal Fiscal Year 2025 Surface Transportation Program Block Grant Set-Aside (TAP) Program Funding.

MOTION: Motion made by McCoy to a approve the Federal Fiscal Year 2025 Surface Transportation Program Block Grant Set-Aside (TAP) Program Funding. Seconded by Randleman.

MOTION CARRIED

9. Priority Project List for Annual D.C. Trip

Planning Manager presented. Consider approval of the priority projects and policies submitted for the Greater Des Moines Partnership's annual trip to Washington, D.C. The complete list of priority projects was provided.

MOTION: Motion made by Oliver to approve the Priority Project List for the Annual D.C. Trip. Seconded by Boesen.

MOTION CARRIED

10. Draft Public Participation Plan and Language Assistance Plan

Staff presented. Consider approval to updated versions of the MPO's Public Participation Plan and Language Assistance Plan. Public comments are being collected through April 15. Once the comment period closes the comments will be incorporated into the document. Copies of each proposed plan were provided.

MOTION: Motion made by Riva to approve the Participation Plan and Language Assistance plan subject to the incorporation of public comments. Second by Boesen.

MOTION CARRIED

11. Salary and Compensation Review Matrix

Executive Director presented. The Executive Director's Review Committee as part of their recommendation for annual compensation adjustment for the Executive director, recommended the creation of a salary and review matrix to use in all future staff reviews. A copy of the draft salary schedule was provided. Report and discussion only.

12. Congressional Funding Opportunities (Earmarks)

Planning Director presented. Discussion on the proposal from the House committee on Appropriations regarding reforms to a program that would operate similar to earmarks. Representative Axne's office has released information on how to apply for CPF dollars. Additional information will be forthcoming. The key aspect of this discretionary funding is that each member is limited to 10 community projects across all funding programs and all transportation projects must be in the TIP/STIP, suggesting to be smaller cost projects with wide community support. This information was also discussed with the Funding Committee. Report and discussion only.

13. Economic Development District

Executive Director presented. Update on process to designate Central Iowa as an Economic Development District (EDD). After receipt of strong support, the MPO staff has moved into Phase 2 which is meeting all requirements to apply for designation. This includes the development of Comprehensive Economic Development Strategy (CEDS) It also requires the creation of an entity to serve as EDD organization including supporting organization infrastructure such as board of directors, fee structure, etc. A CEDS Steering Committee will be developed which will be made up of up to 5 representatives from each of the 7 eligible counties (35 max). Report and discussion only.

14. Des Moines Transload Facility

Planning Director presented. Site clearing was wrapped up during the last week of March. Grading, site utilities and prepping for warehouse pad will be done in April and May. Expecting first reimbursement request around April 10. Staff has begun working on the next quarterly report which is due by April 30, 2021. Report and discussion only.

15. Purple Heart Highway Update

Executive Director presented. A meeting with the Iowa DOT Task Force was held on April 6. The DOT asked for the MPO to complete an Environmental Document for the corridor and Design Exemption Document before the formal request can be made. A summary document was presented. A request for additional brainstorming ideas on how to deal with slow moving vehicles. The board requested that a funding spreadsheet for the project be prepared. Report and discussion only.

16. Water Trails Update

Executive Director presented. A draft sub agreement between the MPO, CIWT and Polk County was provided. Additional details regarding the roles and responsibilities, change order procedures, and cash flow and reimbursement process clarification was also provided per request of the board. Report and discussion only.

Report and discussion only.

17. Legislative Issues Update

Assistant Director presented. Report and discussion about the following items:

Biden Infrastructure Plan- \$2 trillion total with \$621 billion for transportation; full breakdown of the details was provided. HF 304 – Personal Delivery Devices amended and has passed the house and is in Senate Committee.

HF 304– Personal Delivery Devices authorization/regulation passed the House, in Senate Committee.

SF 516/HF 249- prohibits local governments from using automated traffic enforcement devices is dead.

HF 493/ SF 97- would include electric bicycles as a bicycle and not a motorcycle or vehicle. Passed House and in Senate Committee; Senate amendment proposed that would place 20 MPH speed limit on Class 3 version of e-bikes.

18. MPO Certification Review

Executive Director presented. MPO is required to complete a certification process by FHWA every four years. Last certification was in April 2017. Next certification review is scheduled for April 22-28, 2021. Report and discussion only.

19. Permanent Trail Counter Program Update

Staff presented. Report regarding the MPODav’s Permanent Trail Count Program. Currently budgeted for three permanent counters and is developing an installation plan for future locations viable for these counters. MPO is working closely with Bicycle and Pedestrian Roundtable members and well as individual communities to identify potential locations along these key trail corridors across the region. Report and discussion only.

20. U.S. 169 Interchange corridor Preservation Zone (CPZ)

Executive Director presented. Iowa DOT is seeking public input regarding the potential implementation of corridor preservation adjacent to the U.S. 169 interchange near De Soto in Dallas County. Iowa DOT will be accepting comments through May 17, 2021. Report and discussion only.

21. Upcoming Events

Information only.

22. Next Meeting Date May 20, 2021 at 4:00 p.m.

23. Adjournment

Hearing no objection to the contrary Chair Joe Gatto adjourned the meeting at 5:17 p.m.