

Meeting Minutes

Des Moines Area Metropolitan Planning Organization (MPO) 4:00 p.m., Thursday, October 21, 2021

The MPO held a hybrid in-person/ virtual meeting at 4:00 p.m. on October 21, 2021. The MPO staff emailed agenda packets to the MPO's representatives and posted the agenda at the MPO office on October 15, 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:

David Jones | City of Ankeny
Marketa Oliver | City of Bondurant
Ruth Randleman | City of Carlisle
Ted Weaver | City of Clive
Kathie Hungerford | City of Cumming**
Elizabeth Presutti | DART
Frank Cownie | City of Des Moines
Carl Voss | City of Des Moines
Connie Boesen | City of Des Moines
Joe Gatto | City of Des Moines
Bill Gray | City of Des Moines
Jake Anderson | City of Grimes
Tom Leners | Madison County**
Stephanie Riva | City of Norwalk
Jeff Walters | Polk City
Matt McCoy | Polk County
Tom Hadden | City of West Des Moines
Laura Reveles | City of West Des Moines
Dave Burgess | City of Windsor Heights
Andy Loonan | IDOT *

MPO Representatives Absent:

Elizabeth Burns Thompson | City of Altoona
Gary Lorenz | City of Ankeny
Mark Hanson | Dallas County
Colton Fors | City of Elkhart
Pam Pepper | City of Indianola**
Jim Evans | City of Johnston
Tammi Dillavou | City of Mitchellville

Sara Kurovski | City of Pleasant Hill
Robert Andeweg | City of Urbandale
Aaron Dekoch | Warren County
Kyle Michel | Van Meter**
Courtney Clarke | City of Waukee
Julia Castillo | HIRTA*
Kevin Foley | Des Moines International Airport
Darla Hugaboom | FHWA*
Gerri Doyle | FTA*
Eva Steinman | FTA*
* Advisory/Non-Voting Representatives
** Associate/Non-Voting Representative

Others Present:

Clifford Leonard | Public
MA Anderson | Iowa Clean Cities Coalition

MPO Staff Present:

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

1. Call to Order

MPO Chair, Joe Gatto recognized a quorum and called the October 21, 2021, meeting to order at 4:04 p.m.

2. Approval of Agenda

MOTION: A motion was made by McCoy and seconded by Oliver to approve the Des Moines Area Metropolitan Planning Organization October 21, 2021, meeting agenda.

MOTION CARRIED UNANIMOUSLY

3. Approval of the Meeting Minutes

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

MOTION CARRIED UNANIMOUSLY

4. Approval of the Financial Statement

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

MOTION CARRIED UNANIMOUSLY

5. Public Comment

None.

6. Presentation: Iowa Economic Development Authority's Clean Cities Coalition

Presentation on Iowa Economic Development Authority's Clean Cities Coalition program and opportunities.

7. FHWA and DOT Build Grant Agreements

Executive Director presented information about the two updated agreements. FHWA BUILD Grant Agreement is between the recipient, Iowa DOT and First-Tier Subrecipient, the MPO. This agreement was shared previously and has not changed substantially. The updates include project estimates to match current estimate that were part of plan turn-in to the Iowa DOT. Changed Plan, Specification and Estimate date to November 15, 2021. Second plan is the Iowa DOT-MPO Subagreement. This agreement allows the MPO to use the Iowa DOT FHWA approved bidding and contracts process. These agreements need to be approved by November 1, 2021. Potential delay in bid letting due to FAST ACT expiring. Recommend approval of these Water Trails BUILD Grant Sub Agreements.

MOTION: A motion was made by Cownie and seconded by Randleman to approve the Water Trails BUILD Grant Sub Agreements.

MOTION CARRIED UNANIMOUSLY

8. City of Carlisle CDBG Administrative Contract

Staff presented. Consider approval of the proposed contract for CDBG administration services with the City of Carlisle. MPO assisted the City of Carlisle with their application for Community development Block Grant Covid funding to help a local daycare business expand its operations by hiring additional fulltime staff. MPO staff has experience with the administration of a CDBG grant. Administrative costs not to exceed \$5,000.

MOTION: Motion made by Hadden to approve the City of Carlisle CDBG Administrative Grant. Seconded by Oliver.

MOTION CARRIED

9. Office Lease Renewal

Executive Director presented. Current office lease for the MPO is up at the end of the year. Staff has been working with Knapp to develop a proposal to extend the lease to the current office space. Other location options discussed. An update will be provided next month.
Report and discussion only.

10. Central Iowa Trail Roughness Condition Interactive Report

Staff presented. MPO collects annual trail roughness condition with the Data Bike and published print reports. Going forward the MPO will publish trail roughness conditions in an online, interactive report.
Report and discussion only.

11. DART Safety Performance Targets FY 2022

Staff presented. Discussion regarding the FTA Public Transportation Agency Safety Plan (PTSAP) regulation that requires transit agencies to prepare safety plans and performance targets to coordinate with their state and MPO in the planning process. For FY 2022 Safety Targets updated but Safety Plan is unchanged.

12. Iowa DOT 2018-2022 HSIP Targets

Staff presented. FYWA Highway Safety Improvement Program (HSIP) regulation requires State DOTs and MPOs to annually report safety performance measures. MPO can either support the statewide targets or develop their own. Executive Committee has determined that the MPO will consider the adoption of the Iowa DOT statewide safety performance targets.

Report and discussion only.

13. Priority Project Solicitation for Annual D.C. Trip

Staff presented. Request for the MPO members to identify priority projects and policies by December 16, 2021.

Report and discussion only.

14. Renewal of Polk County Watershed Management MOU

Staff presented. Staff has been working with Polk County Watershed Management to update the annual MOU with the MPO. Currently the MPO receives \$10,000 in two installments, one in April and one in November. The MOU is currently being reviewed by County and MPO Counsels. This year the MOU has revised language to create a perpetual agreement with the parties with the option of withdrawal in March of each year. A draft proposal was provided. Item will be presented at a future meeting for approval.

Report only.

15. ICLEI Regional Affiliate Membership

Staff presented. Review of costs and benefits to member communities and Greater Des Moines region of a DMAMPO ICLEI Regional Affiliate Membership. Through membership MPO can conduct Greenhouse Gas Inventories for member jurisdictions, connect communities with custom technical resources and trainings, encourage cohesiveness of climate action and provide a regional savings of up to \$15,000 annually on individual fees. Report only.

16. Purple Heart Highway Update

Executive Director provided an update regarding the process to redesignate Iowa Highway 5 / US Highway 65 Freeway Corridor to an interstate. A meeting with the DOT was held on October 18. Discussion included the opportunities/challenges along the bypass as well as various federal issues presented. Gatto and McCoy provided a summary of recent discussions with Iowa's congressional delegation on the topic. Discussions were positive but also recognized challenges. Iowa DOT reiterated support for further discussions of Interstate weight limit exemptions and broader Interstate weight limit issues.

Report only.

17. Economic Development District

Staff presented. Update on process to designate Central Iowa as an Economic Development District. Staff are beginning to meet with eligible jurisdictions about possible membership. Funding commitments will be needed for application to the EDA's Partnership Program for administrative costs which are \$70K annual grant matched by 70K local funds. Could be operational by early 2022.

Report and discussion only.

18. Des Moines Transload Facility

Planning Manager presented. Report regarding the Des Moines Transload Facility. Progress continues. Currently they are wrapping up pouring the warehouse slab, completing the track installation, the roof of the building is 90% complete, a truck scale has been installed, office walls and electrical are almost

completed and they have hired an Operations Manager and posted for a Business Manager. Photos of the facility and schedule were also provided.
Report only.

19. Legislative Issues Update

Assistant Director presented. Update on the Reconciliation bill, which House Dems want to happen before they vote on the transportation reauthorization bill. There is a 30-day continuing resolution passed for the FAST Act which was set to expire at the end of September. President Biden said reconciliation bill must shrink from \$3.5 trillion to between \$1.9 and \$2.3 trillion. An updated map of the Proposed Plan 2 Iowa Congressional Districts was also presented and discussed.

20. Upcoming Events

Information only.

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

Executive Director reported that the MPO hired Aspen Pflanz as a Planner to replace Sreyoshi Chakraborty, who left the MPO to take a position at the City of Des Moines.

22. Next Meeting Date- November 18, 2021, at 4:00 p.m.

23. Adjournment

Hearing no objection to the contrary Chair Joe Gatto adjourned the meeting at 4:51 p.m.