

Meeting Minutes
Des Moines Area Metropolitan Planning Organization (MPO)
4:00 p.m., Thursday, November 18, 2021

The MPO held a hybrid in-person/ virtual meeting at 4:00 p.m. on November 18, 2021. The MPO staff emailed agenda packets to the MPO's representatives and posted the agenda at the MPO office on November 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:

Ruth Randleman | City of Carlisle
Ted Weaver | City of Clive
Brent Highfill | City of Cumming**
Amanda Wanke | 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
Stephanie Riva | City of Norwalk
Jeff Walters | Polk City
Matt McCoy | Polk County
Courtney Clarke | City of Waukee
Tom Hadden | City of West Des Moines
Laura Reveles | City of West Des Moines
Dave Burgess | City of Windsor Heights
Mark Hanson | Dallas County
Andy Loonan | IDOT *

MPO Representatives Absent:

Elizabeth Burns Thompson | City of Altoona
Gary Lorenz | City of Ankeny
David Jones | City of Ankeny
Curt Sullivan | City of Bondurant
Colton Fors | City of Elkhart
Scott Mikkelsen | City of Grimes
Pam Pepper | City of Indianola**
Jim Evans | City of Johnston

Tom Leners | Madison County**
Tammi Dillavou | City of Mitchellville
Sara Kurovski | City of Pleasant Hill
Robert Andeweg | City of Urbandale
Aaron Dekock | Warren County
Kyle Michel | Van Meter**
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
Doug Allen | City of Ames
Pat Daly | DART

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 November meeting to order at 4:01 p.m.

2. Approval of Agenda

MOTION: A motion was made by Hadden and seconded by McCoy to approve the Des Moines Area Metropolitan Planning Organization November 18, 2021, meeting agenda.

MOTION CARRIED UNANIMOUSLY

3. Approval of the Meeting Minutes

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

MOTION CARRIED UNANIMOUSLY

5. Public Comment

None.

6. Presentation: Traffic Incident Management

Doug Allen presented on Traffic Incident Management (TIM)

7. Calendar Year 2022 Meeting Dates

Proposed meeting dates for Calendar Year 2022 was provided for approval.

MOTION: A motion was made by Gray and seconded by Randleman to approve the proposed CY 2022 meeting dates.

MOTION CARRIED UNANIMOUSLY

8. Office Lease Renewal

Executive Director presented. Current office lease for the MPO is up at the end of the year. Copy of proposed lease was provided. Recommend approval of the MPO lease agreement and approve the Executive Director to sign and enter into a new lease agreement with Knapp Properties.

MOTION: A motion was made by Hadden and seconded by Randleman to approve the MPO lease agreement and approve the Executive Director to sign and enter into a new lease agreement with Knapp Properties

MOTION CARRIED UNANIMOUSLY

9. DART Safety Performance Targets FY 2022

Staff and Pat Daly of DART presented. Recommend DART's FY 2022 Safety Performance Targets.

MOTION: A motion was made by Gray and seconded by McCoy to approve DART's Safety Performance Targets FY2022.

MOTION CARRIED UNANIMOUSLY

10. 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. Recommend adoption of the 2018-2022 Iowa DOT statewide safety performance targets.

MOTION: A motion was made by McCoy and seconded by Hadden to approve Iowa DOT's 2018-2022 HSIP targets.

MOTION CARRIED UNANIMOUSLY

11. ICLEI Regional Affiliate Membership

Staff presented. Review of costs and benefits to member communities and Greater Des Moines region of a DMAMPO ICLEI. Recommend approval of the MPO becoming a Regional Affiliate Member if ICLEI.

MOTION: A motion was made by Hadden and seconded by McCoy to approve the MPO becoming a Regional Affiliate Member if ICLEI.

MOTION CARRIED UNANIMOUSLY

12. Renewal of Polk County Watershed Management MOU

Staff presented. Consider approval of the updated Memorandum of Understanding for watershed management work with Polk County. Major revision is to make this agreement perpetual going forward with an opportunity for either agency to give 60-day notice of termination in March of each year. Recommend approval.

MOTION: A motion was made by McCoy and seconded by Riva to approve the renewal of the Polk County Watershed Management MOU.

MOTION CARRIED UNANIMOUSLY

13. FFY 2022-2025 Transportation Improvement Program Amendment

Staff presented. Consider approval of the amendment to Federal Fiscal Year 2022-2025 Transportation Improvement Program from Warren County Conservation Board. Recommend approval.

MOTION: A motion was made by Riva and seconded by Walters to approve the proposed FFY 2022-2025 Transportation Improvement Program amendment request from Warren County Conservation Board.

MOTION CARRIED UNANIMOUSLY

14. MPO Representation Selection Process

Assistant Director presented. Review of the process for MPO members to appoint representatives and for the MPO to select officers for 2022 Report and discussion only.

15. Fiscal Year 2022 1st Quarter Budget Report

Assistant Director presented. Update on the 1st quarter expenditures for FY 2022. Report and discussion only.

16. Anticipated FY 2023 MPO Assessments

Assistant Director presented. Update on anticipated FY 2023 MPO assessments resulting from the recently released 202 Census figures. Report and discussion only.

17. Surface Transportation Block Grant (STBG) Program Schedule

Planning Manager presented. Report on the FFY 2026 STBG Program schedule. Completed applications are due by January 7, 2022. Report and discussion only

18. Mobilizing Tomorrow Performance Measure Dashboard

Staff presented. Demonstration of the online dashboard for the performance measures from the long-range transportation plan. Report and discussion only.

19. Purple Heart Highway Update

Executive Director presented. Update regarding the process to redesignate Iowa Highway 5 / US 65 Freeway Corridor to an interstate. Additional meetings have been held and progress continues.

20. Economic Development District

Staff presented. Update on process to designate Central Iowa as an Economic Development District. Possibly be operational by early 2022. Report and discussion only.

21. Des Moines Transload Facility

Planning Manager presented. Report regarding the Des Moines Transload Facility. Progress continues. Photos of the facility and schedule were provided. Report and discussion only.

22. Legislative Issues Update

Assistant Director presented. Update on the Infrastructure and Jobs Act. Discussion of Core Funding Programs, New Formula Programs and Planning Impacts. Report and discussion only.

23. Upcoming Events

Information only.

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

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

Executive Director also reported that he met with Tim Marshall regarding projects and the Purple Heart Highway. Water trails received approval and December letting will proceed as planned.

25. Next Meeting Date- January 20, 2022, at 4:00 p.m.

26. Adjournment

Hearing no objection to the contrary Chair Joe Gatto adjourned the meeting at 5:02 p.m.