

Meeting Minutes
Des Moines Area Metropolitan Planning Organization (MPO)
4:00 p.m., Thursday, April 20, 2023

The MPO held a hybrid in-person/ virtual meeting at 4:00 p.m. on April 20, 2023. The MPO staff emailed agenda packets to the MPO's representatives and posted the agenda at the MPO office on April 14, 2023. **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:

Mark Holm | City of Ankeny
David Jones | City of Ankeny
Doug Elrod | City of Bondurant
Marketa Oliver | City of Bondurant
Ruth Randleman | City of Carlisle
Ted Weaver | City of Clive
Mark Hanson | Dallas County
Kathie Hungerford | City of Cumming**
Luis Montoya | DART
Frank Cownie | City of Des Moines
Scott Sanders | City of Des Moines
Connie Boesen | City of Des Moines
Carl Voss | City of Des Moines
Joe Gatto | City of Des Moines
Josh Mandelbaum | City of Des Moines
Pam Cooksey | City of Des Moines
Jim Evans | City of Johnston
Heather Stancil | Madison County**
Stephanie Riva | City of Norwalk
Len Murray | City of Pleasant Hill
Jeff Walters | Polk City
Tom Hockensmith | Polk County
Robert Andeweg | City of Urbandale
Mark Snell | Warren County
Courtney Clarke | City of Waukee
Matt McKinney | City of West Des Moines
Tom Hadden | City of West Des Moines
Mike Jones | City of Windsor Heights
Andy Loonan | IDOT *

MPO Representatives Absent:

Dean O'Connor | City of Altoona
Colton Fors | City of Elkhart
Scott Mikkelsen | City of Grimes
Stephanie Erickson | City of Indianola**
Tammi Dillavou | City of Mitchellville
Travis Brott | Van Meter**
Julia Castillo | HIRTA*
Kevin Foley | Des Moines International Airport
Johnnie Gibson | FHWA
Daniel Nguyen | FTA*
Eva Steinman | FTA*
* 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
Allison van Pelt | Senior Planner
Zhi Chen | Senior Planner
Lucas Young | Senior Planner
Carl Saxon | Senior Planner
Gunnar Olson | Public Affairs Manager

1. Call To Order

Chair Andeweg recognized a quorum and called the April Policy Meeting to order at 4:00 p.m.

2. Approval of Agenda

Items 6-8 items were tabled.

MOTION: A motion was made by Cownie to approve the agenda and seconded by Holm to approve the Des Moines Area Metropolitan Planning Organization April 20, 2023; meeting agenda as amended.

MOTION CARRIED UNANIMOUSLY

3. Approval of the Meeting Minutes

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

MOTION CARRIED UNANIMOUSLY

4. Approval of the Financial Statements

Finance Committee chair reported. Reported that members of the committee have requested and received additional information including the Statement of Financial Position, Budget vs. Actuals, Transaction List by Vendor, Water Trails Account Transaction List, and Water Trails BUILD Grant Balance.

MOTION: A motion was made by Clark and seconded by Riva to approve the Financial Statements.

MOTION CARRIED UNANIMOUSLY

5. Public Comment on MPO Actions

None.

6. Line of Credit Agreement

Removed from this agenda.

7. Destination Iowa Outdoor Recreation Grant Agreement

Removed from this agenda.

8. Indemnification Agreement

Removed from this agenda.

9. Federal Fiscal Year 2027 Surface Transportation Block Grant Program Funding Recommendation

Planning Manager presented. Review of grant awards. Recommend approval of the Federal Fiscal Year 2027 Surface Transportation Block Grant Program funding recommendation. Question by Hockensmith regarding bridge funding and major reconstruction/replacement.

MOTION: A motion was made by Hansen and seconded by ? to approve the Federal Fiscal Year 2027 Surface Transportation Block Grant Program funding recommendation

MOTION CARRIED UNANIMOUSLY.

10. Federal Fiscal Year 2022 Excess Funding

Planning Manager presented. Recommend approval of the proposed Federal Fiscal Year 2022 Excess Funding Award recommendations. Question regarding how allocations were made.

MOTION: A motion was made by Holm and seconded by Cownie to approve the proposed Federal Fiscal Year 2022 Excess Funding Award recommendations.

MOTION CARRIED UNANIMOUSLY.

11. Comprehensive Safety Action Plan Request for Proposals

Planning Manager presented. Recommend approval of the Comprehensive Safety Action Plan Request for Proposal.

MOTION: A motion was made by Gatto and seconded by Holm to approve the Comprehensive Safety Action Plan Request for Proposal.

MOTION CARRIED UNANIMOUSLY.

12. Passenger Transportation Plan Final Draft

Staff presented. Recommend approval of the Passenger Transportation Plan Final Draft.

MOTION: A motion was made by Weaver and seconded by Gatto to approve the Passenger Transportation Plan Final Draft.

MOTION CARRIED UNANIMOUSLY.

[CHAIR LEAVES THE MEETING 11:52 A.M., VICE CHAIR STEPHANIE RIVA CHAIRS THE REMAINDER OF THE MEETING]

13. Water Trails BUILD Grant Payment Approval

Executive Director presented. Recommend approval of the Application for Partial Payment No 4 for the Water Trails BUILD grant project.

MOTION: A motion was made by Weaver and seconded by Holm to approve the Application for Partial Payment No 4 for the Water Trails BUILD grant project.

MOTION CARRIED UNANIMOUSLY

14. Approval Authority for Water Trails BUILD Grant Payments

Executive Director presented. Recommend approval that for the months of March, July and December when the MPO Policy Committee does not meet, the MPO Executive Committee is given the authority to approve pay estimates to the water trails contractor United/Reilly to allow for timely payment of project costs for the duration of the water trails BUILD project.

Water Trails BUILD grant project.

MOTION: A motion was made by Gatto and seconded by Clark to approve the authority of the Executive Committee to approve pay estimates that may occur in March, July, and December when the Policy Committee does not meet.

MOTION CARRIED UNANIMOUSLY

15. Mid-Iowa Planning Alliance Contract

Executive Director presented. Discussion regarding MPO's contract with the Mid-Iowa Planning Alliance (MIPA). Discussion of timeline of MIPA becoming independent and no longer needing assistance from the MPO. Lengthy discussion ensued. A specific timeline and milestones of separating MPO and MIPA. The MPO will stop supervisory role over MIPA effective July 1, 2023.

Report and discussion only.

16. Charging & Fueling Infrastructure Discretionary Grant Program

Staff presented. Report on Charging and Fueling Infrastructure Discretionary Grant Fund. Hockensmith appreciates this project and expresses concerns over how work will be done. Mandebaum inquired about training the workforce for this infrastructure. Staff will research and report back. Staff have met with communities to discuss interest in EV charging stations. Jones inquired about MPO responsibilities if the MPO proceeds with the grant. Staff discussed how funds could potentially be divided. Murray agrees with including the City of Indianola and potential outlying communities. Prices of charging stations discussed.

Report and discussion only.

17. Policies and Procedures Manual and Employee Handbook Update

Executive Director presented. Discussion of the updated manual and handbook. The Chair set up a committee chaired by David Jones to review these documents and present revisions. Report and Discussion only.

18. Purple Heart Highway Update

Staff presented. Project remains in Phase 2 and are setting up additional meetings with stakeholders. Waiting for additional feedback. Report and discussion only.

19. Water Trails Update

Executive Director presented. Advised that rock and boulders have been moved to Central Iowa and stored in a City of Des Moines garage. Waiting for water levels to decrease to begin work in the water. A camera has been installed. Pictures shown. Discussion of Water Trails Line of Credit and IEDA, Great Outdoors Foundation partnership agreements. MPO legal counsel continues to work on agreements and indemnification agreements. Report and discussion only.

20. Legislative Update

Assistant Director presented. Discussion of the FY 2024 Budget Proposal/Appropriations. Congress is now working on legislation. Transportation funding cuts may occur. Final bill anticipated in late summer/ fall. Report and discussion only.

21. Upcoming Events

Information only.

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

Thank you from IDOT. Discussion of the updated logo and status of the new MPO website.

23. Next Meeting Date- May 18, 2023, at 4:00 p.m.

24. Adjournment

Hearing no objection to the contrary Vice Chair Stephanie Riva adjourned the meeting at 4:30 p.m.