

NOTICE OF MEETING

Des Moines Area Metropolitan Planning Organization (MPO)  
Policy Committee

4:00 p.m., June 16, 2022

Des Moines Area MPO Burnham Conference Room

AMENDED

1. **Call To Order**
2. **VOTE: Approval of Agenda**
3. **VOTE: Approval of Meeting Minutes**..... Page 3
  - Approve the May 19, 2022, meeting minutes.
4. **CONSENT and VOTE: Approval of the Financial Statement**..... Page 7
5. **CONSENT and VOTE: Contracts and Expenses** ..... Page 9
6. **PUBLIC COMMENT on MPO Actions** .....Page 10
7. **REPORT and VOTE: Draft FFY 2023-2026 Transportation Improvement Program** ..... Page 11
  - Report regarding the draft *Federal Fiscal Year 2023-2026 Transportation Improvement Program*; consider approval.
8. **REPORT and VOTE: FFY 2022-2025 Transportation Improvement Program Amendments ...**Page 12
  - **Report and discussion regarding FFY 2022-2025 TIP amendment requests; consider approval.**
9. **REPORT and VOTE: Safe Streets for All Grant** ..... Page 14
  - Update regarding the US DOT Safe Streets for All Grant opportunity; consider approval.
10. **REPORT and VOTE: Fiscal Year 2023 Investment Policy** ..... Page 15
  - Review the MPO's investment policy for Fiscal Year 2023; consider approval.
11. **REPORT and VOTE: Self-Certification** ..... Page 16
  - Report on the MPO's self-certification of compliance with federal requirements; consider approval.
12. **REPORT and VOTE: Des Moines Industrial's Reimbursement to the MPO** ..... Page 18
  - Report on Des Moines Industrial's reimbursement to the MPO for work completed on the Des Moines Transload Facility; consider approval.
13. **REPORT: Executive Director Annual Review and Compensation Adjustment**..... Page 19
  - Receive report from the Executive Director Review Committee regarding their review and recommendation for compensation adjustment.
14. **REPORT: Federal Aid Swap Funds to Federal Aid Conversion** ..... Page 20
  - Report regarding the Iowa DOT's federal aid swap funds to federal aid conversion announcement.
15. **REPORT: Purple Heart Highway Update**..... Page 21
  - Update on the process to redesignate IA 5/ US 65 Freeway Corridor to an Interstate.
16. **REPORT: Water Trails Update** ..... Page 22
  - Update on efforts related to the use of the BUILD Grant for water trails.

*The established protocol for minutes of this meeting will be to list all attendees, and with each item on which a vote is conducted in the ordinary course in order to take formal action, those voting nay or abstaining will be identified by name. Any member who is absent from the meeting for any period of time during which a vote of the body is taken, is expected to notify the recording secretary at the conclusion of the meeting so that the absence can be duly noted in the minutes. Roll Call votes will be taken as required by law or upon the request of any member that is approved by the chair, and the vote of each member for or against the proposition, or abstention, will be incorporated in the minutes or recorded on a separate sheet attached to the minutes.*

*The MPO receives federal funding and may not discriminate against anyone on the basis of race, color, or national origin, according to Title VI of the Civil Rights Act of 1964. For more information or to obtain a Title VI Complaint form, visit [www.dmampo.org/title-vi/](http://www.dmampo.org/title-vi/) or call 515-334-0075.*

17. **REPORT: Economic Development District Update** ..... Page 23
  - Update on process to designate Central Iowa as an Economic Development District.
18. **REPORT: Legislative Update** ..... Page 24
  - Standing item to discuss any items related to the Federal and State Legislative issues.
19. **REPORT: Upcoming Events REPORT: Upcoming Events** ..... Page 25
20. **Other Non-Action Items of Interest to the Committee**
21. **Next Meeting Date – August 18, 2022, at 4:00 p.m.**
22. **Adjournment**

June 2021  
Item No. 3

**ISSUE: Approval of Meeting Minutes**

VOTE: Consider approval of the May 19, 2022, MPO Executive Committee meeting minutes.

**BACKGROUND:**

The minutes of the May 19, 2022, MPO Policy Committee meeting is included on the following pages.

**RECOMMENDATION:**

Approve the minutes of the May 19, 2022, MPO Policy Committee meeting.

**STAFF CONTACT:**

Tracey Deckard, [tdeckard@dmampo.org](mailto:tdeckard@dmampo.org)  
(515) 334-0075

**Meeting Minutes**  
**Des Moines Area Metropolitan Planning Organization (MPO)**  
**4:00 p.m., Thursday, May 19, 2022**

The MPO held a hybrid in-person/ virtual meeting at 4:00 p.m. on May 19, 2022. The MPO staff emailed agenda packets to the MPO's representatives and posted the agenda at the MPO office on May 14, 2022. **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  
Mark Holm | City of Ankeny  
Michael Schrock | 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  
Frank Cownie | City of Des Moines  
Carl Voss | City of Des Moines  
Pam Cooksey | City of Des Moines  
Josh Mandelbaum | City of Des Moines  
Stephanie Riva | City of Norwalk  
Len Murray | City of Pleasant Hill  
Robert Andeweg | City of Urbandale  
Tom Hadden | City of West Des Moines  
Jamie Letzring | City of West Des Moines  
Kevin Foley | Des Moines International Airport  
Andy Loonan | IDOT \*  
Julia Castillo | | HIRTA

**MPO Representatives Absent:**

Joe Gatto | City of Des Moines  
Colton Fors | City of Elkhart  
Scott Mikkelsen | City of Grimes  
Stephanie Erickson | City of Indianola\*\*  
Jim Evans | City of Johnston  
Heather Stancil | Madison County\*\*

Tammi Dillavou | City of Mitchellville  
Jeff Walters | Polk City  
Tom Hockensmith | Polk County  
Aaron Dekock | Warren County  
Travis Brott | Van Meter\*\*  
Courtney Clarke | City of Waukee  
Mike Jones | City of Windsor Heights  
Julia Castillo | HIRTA\*  
Gerri Doyle | FTA\*  
Eva Steinman | FTA\*  
\* Advisory/Non-Voting Representatives  
\*\* Associate/Non-Voting Representative

**Others Present:**

Paul LaFleur | FHWA\*  
Jeremy Coren | City of Des Moines  
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  
Zhi Chen | Associate Planner  
Tracey Deckard | Office Manager

**1. Call To Order**

Chair Andeweg recognized a quorum and called the May Policy Meeting to order at 4:03 p.m.

## **2. Approval of Agenda**

**MOTION:** A motion was made and seconded to approve the Des Moines Area Metropolitan Planning Organization May 19, 2022, 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 April meeting minutes.

**MOTION CARRIED UNANIMOUSLY**

## **4. Approval of the Financial Statement**

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

**MOTION CARRIED UNANIMOUSLY**

## **5. Contracts and Expenses**

Executive Director presented. Recommend approval of the Iowa State University expenses for Development of trail pavement data collection and forecasting services and the contracts from the City of Hartford for a Comprehensive Plan Update and the City of Indianola for sidewalk/trails inventory and condition report.

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

**MOTION CARRIED UNANIMOUSLY**

## **6. Public Comment**

None.

## **7. Adapt DSM**

Jeremy Caron, Sustainability Program Manager for the City of Des Moines presented an overview of their Climate Action and Adaption Plan- from Central Iowa Waterworks presented and provided an update on regional water utility formation and the next steps.

## **8. FY 2022 Unified Planning Work Program and Budget Amendment**

Assistant Director presented. Recommend approval of the amendment to the FY 2022 Budget.

**MOTION:** A motion was made by Schrock and seconded by Mandebaum to approve the FY 2022 Budget.

**MOTION CARRIED UNANIMOUSLY**

## **9. FY 2023 Unified Planning Work Program and Budget**

Assistant Director presented. Recommend approval of the FY 2023 Unified Planning Work Program and Budget.

**MOTION:** A motion was made by Cownie and seconded by Hadden to approve the FY 2023 Unified Planning Work Program and Budget.

**MOTION CARRIED UNANIMOUSLY**

## **10. FFY 2022-2025 Transportation Improvement Program Amendments**

Staff presented. Recommend approval of the proposed Federal Fiscal Year 2022-2025 Transportation Improvement Program Amendments from the Iowa DOT.

**MOTION:** A motion was made Hansen seconded by Riva to approve the FFY 2022-2025 Transportation Improvement Program Amendments.

**MOTION CARRIED UNANIMOUSLY**

**11. Fiscal Year 2022 3<sup>rd</sup> Quarter Budget Report**

Assistant Director presented. Update on the 3<sup>rd</sup> quarter expenditures for Fiscal Year 2022. Recommend approval of the FFY 2019-2023 Passenger Transportation Plan amendment from DART. Report and discussion only.

**12. DMD 2022 Debrief**

Assistant Director presented. Update on MPO-related activities that took place during the May 11-13 Greater Des Moines Partnership DMDC trip. Report and discussion only.

**13. Purple Heart Highway Update**

Executive Director presented. Discussion of the IDOT summary provided. Further discussion of how to proceed with the Highway 5/ US 65 Interstate designation. Report and discussion only.

**14. Water Trails Update**

Executive Director presented. Discussion regarding the execution of the BUILD Grant for Central Iowa Water Trails. Scope of the project has been reduced to focus on the Scott Avenue and Harriett Street access. Report and discussion only.

**15. Economic Development District**

Staff presented. MIPA Employee Caleb Knutson was introduced. Update on membership and future activities. Report and discussion only.

**16. Des Moines Transload Facility**

Planning Manager presented. Report regarding the Des Moines Transload Facility. Final reimbursement has been approved and final report will be submitted. Video of the Transload Facility shown. Report and discussion only.

*Stephanie Riva leaves meeting 4:49*

**17. Legislative Issues Update**

Assistant Director presented. Update on the local legislative items of interest. Guidance is beginning to come out regarding the Reauthorization bill. Rep. Axne has submitted 15 projects but no information available regarding which projects were submitted. Report and discussion only.

**18. Infrastructure Investment and Jobs act Update**

Assistant Director presented. Discussion regarding upcoming grant opportunities stemming from the Infrastructure and Jobs Act/Bipartisan Infrastructure Law. Report and discussion only.

**19. Upcoming Events**

Information only.

**20. Other Non-Action Items of Interest to the Committee**

None

**21. Next Meeting Date- June 8, 2022, at 4:00 p.m.**

**No March Meeting**

**22. Adjournment**

Hearing no objection to the contrary Chair Bob Andeweg adjourned the meeting at 4:53 p.m.

June 2021  
Item No. 4

**ISSUE: Approval of Financial Statement**

VOTE: Consider approval of the May 2022, MPO Financial Statement.

**BACKGROUND:**

The May MPO Financial Statement is included on the following page.

**RECOMMENDATION:**

Approve the May MPO Financial Statement.

**STAFF CONTACT:**

Tracey Deckard, [tdeckard@dmampo.org](mailto:tdeckard@dmampo.org)  
(515) 334-0075

## Des Moines Area Metropolitan Planning Organization

### Transaction Summary for Month Ended May 31, 2022

<b>Interest Income</b>			
	Interest Income - IPAIT (May 31, 2022)	333.21	
	Reserve Account	62.87	
	<b>TOTAL</b>	396.08	<b>\$396.08</b>
<b>Deposits</b>			
	IDOT April Reimbursement	68,541.00	
	IDOT March Reimbursement	74,544.00	
	City of Melcher Dall: CDBG	8,722.84	
	Polk Couty Soil Watc MOU	5,000.00	
	FRA Rail Transload	468,687.71	
	Paylocity Paylocity refund	2,808.63	
	KC Real Estate Cam Refund CY 2021	1,736.87	
	<b>TOTAL</b>	630,041.05	630,041.05
<b>TOTAL INCOME/DEPOSITS -May 2022</b>			<b>\$630,437.13</b>
<b>Expenses</b>			
	Cleared Transactions May 31, 2022- 1st National	-310,440.76	
<b>TOTAL EXPENSES - May 2022</b>			<b>-310,440.76</b>
<b>NET INCOME - May 2022</b>			<b>\$940,877.89</b>

### Reconciliation Summary for Month Ended May 2022

<b>BEGINNING CHECKING BALANCES (as of May 1, 2022)</b>			
	<b>1st National</b>		<b>\$543,267.87</b>
	Cleared Checks & Payments	-\$310,440.76	
	Cleared Deposits & Credits	\$630,041.05	
	Total Cleared Transactions	\$319,600.29	
		<b>\$862,868.16</b>	
<b>ENDING CHECKING BALANCE (as of May 31, 2022)</b>			<b>862,868.16</b>
<b>CHECK REGISTER BALANCES(as of May 31, 2022)</b>			
	1st National Account Balance (as of May 31, 2022)		<b>\$862,868.16</b>
	IPAIT Account Balance (as of May 31, 2022)		<b>\$1,051,451.16</b>
	MPO Reserve Account (as of May 31, 2022)	\$308,067.17	
	Total Account Balance	<b>\$2,222,386.49</b>	

<b>TOTAL CASH BALANCE (as of May 31, 2022)</b>	<b>\$2,222,386.49</b>
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June 2022  
Item No. 5

**ISSUE: Contracts and Expenses**

CONSENT and VOTE: Consider approval of the following expenses in accordance with the MPO's proposed policies and procedures regarding contracts and expenses.

**BACKGROUND:**

The following page includes expenses that exceed the limits set by the MPO's policy and procedures regarding expenditures and contracts that need approval.

**RECOMMENDATION:**

Recommend approval of the proposed expenses and contracts.

**STAFF CONTACT:**

Todd Ashby, [tashby@dmampo.org](mailto:tashby@dmampo.org)  
(515) 334-0075

June 2021  
Item No. 6**ISSUE: Public Comment of MPO Actions**

PUBLIC COMMENT: Opportunity for public comment on actions taken by the MPO board.

**BACKGROUND:**

The MPO's *Public Participation Plan* provides an opportunity for the public to comment on items on the agenda.

**RECOMMENDATION:**

None. Public comment only.

**STAFF CONTACTS:**

Todd Ashby, [tashby@dmampo.org](mailto:tashby@dmampo.org)  
(515) 334-0075

June 2022  
Item No. 7**ISSUE: Draft FFY 2023-2026 Transportation Improvement Program**

REPORT and VOTE: Report regarding the draft *Federal Fiscal Years 2023-2026 Transportation Improvement Program*; consider approval.

**BACKGROUND:**

The MPO staff is required to develop a four-year Transportation Improvement Program (TIP) by updating the current TIP for the MPO. The purpose of the TIP is to list all projects in the MPO planning area proposed to receive federal funding and scheduled to begin within the next four federal fiscal years.

The MPO staff requested that MPO member governments and participating agencies review and report any project changes, new projects, or “roll-over” projects programmed in Federal Fiscal Year (FFY) 2022, 2023, 2024, 2025, and/or 2026. Staff developed the project listing for the FFY 2023-2026 TIP with the information provided by the member governments.

The MPO staff will submit the FFY 2023-2026 TIP draft to the Iowa Department of Transportation (DOT) and Federal Highway Administration for review and comment on June 15, 2022. Staff will incorporate any comments received into the final draft. The final FFY 2023-2026 TIP is due to the Iowa DOT by July 15, 2022.

The MPO’s Public Participation Plan requires the FFY 2023-2026 TIP to undergo a 45-day comment period and have a public input meeting. Staff has scheduled an online public input meeting at 5:00 p.m. on Thursday, June 23, 2022.

The draft FFY 2023-2026 TIP and the TIP project list will be provided prior to the June meeting.

**RECOMMENDATIONS:**

Recommend approval of the draft *Federal Fiscal Years 2023-2026 Transportation Improvement Program* and forward to the Iowa DOT for their review.

**STAFF CONTACT:**

Aspen Pflanz, [apflanz@dmampo.org](mailto:apflanz@dmampo.org)  
(515) 334-0075

June 2022  
Item No. 8

**ISSUE: FFY 2022-2025 Transportation Improvement Program Amendments**

REPORT and VOTE: Consider approval of the amendments to *Federal Fiscal Year 2022-2025 Transportation Improvement Program*.

**BACKGROUND:**

The Iowa Department of Transportation has requested amendments to the *FFY 2022-2025 Transportation Improvement Program* to adjust funding amounts:

Sponsor: Iowa Department of Transportation (DOT)  
Project: Polk County I-80 Interchange Pavement Markings (Item 52546)  
Federal Aid Amount: \$382,500  
Total Cost: \$425,000  
Type of Funding: HSIP, PRF  
TIP Project Modifications: None necessary.  
Change: Add project to FFY 2022 of the *FFY 2022-2025 Transportation Improvement Program*.

Sponsor: Iowa Department of Transportation (DOT)  
Project: Polk County I-235 Interchange Pavement Markings (Item 52551)  
Federal Aid Amount: \$630,000  
Total Cost: \$700,000  
Type of Funding: HSIP, PRF  
TIP Project Modifications: None necessary.  
Change: Add project to FFY 2022 of the *FFY 2022-2025 Transportation Improvement Program*.

Sponsor: Iowa Department of Transportation (DOT)  
Project: Warren County I-35 Interchange Pavement Markings (Item 52547)  
Federal Aid Amount: \$585,000  
Total Cost: \$650,000  
Type of Funding: HSIP, PRF  
TIP Project Modifications: None necessary.  
Change: Add project to FFY 2022 of the *FFY 2022-2025 Transportation Improvement Program* and modify project scope to start S of IA 92 instead of N of IA 92.

Sponsor: Iowa Department of Transportation (DOT)  
Project: Warren County IA 28 Pavement Rehab (Item 52595)  
Federal Aid Amount: \$4,800,000  
Total Cost: \$6,000,000  
Type of Funding: STBG, PRF  
TIP Project Modifications: None necessary.  
Change: Add project to FFY 2022 of the *FFY 2022-2025 Transportation Improvement Program*.

**RECOMMENDATIONS:**

Recommend approval of the proposed *Federal Fiscal Year 2022-2025 Transportation Improvement Program* amendments.

**STAFF CONTACT:**

Aspen Pflanz, [apflanz@dmampo.org](mailto:apflanz@dmampo.org)  
(515) 334-0075

June 2022  
Item No. 9

## **ISSUE: Safe Streets for All Grant**

REPORT and VOTE: Update regarding the Safe Streets for All Grant; consider approval.

### **BACKGROUND:**

As mentioned during the April meeting, the Safe Streets for All program is a new grant opportunity created through the recent infrastructure bill. In late May, the US DOT released additional grant details and application instructions.

The grant will provide \$1 billion in each of the next 6 years. For Fiscal Year 2023, two different funding pools are available:

- Funds to develop a Comprehensive Safety Action Plan
  - US DOT will make several hundred awards
  - Award amounts range from \$200,000 to \$1 million for single jurisdictions, or up to \$5 million for MPOs/multijurisdictional applications
- Implementation Funds
  - US DOT will make up to 100 awards
  - Award amounts range from \$5 million to \$30 million for single jurisdictions, or up to \$50 million for MPO/multijurisdictional applications
  - Applicants must already have a qualified Action Plan to be eligible

Upon reviewing the application guidance, MPO staff does not believe an eligible Action Plan already exists for the planning area; therefore, the MPO and its communities would be ineligible for implementation funds until one is developed.

MPO has received interest from several MPO member communities about applying for this opportunity. The Transportation Technical Committee discussed this opportunity at its June 2, 2022, meeting and was supportive of the MPO pursuing submitting an application for a regional Action Plan. Completing a regional Action Plan would enable the MPO and its members to be eligible for future implementation dollars. The Fiscal Year 2023 Unified Planning Work Program already included the development of regional safety plan. If an MPO application were to be funded, staff proposes that consulting services would be used to complete the plan.

### **RECOMMENDATIONS:**

Recommend approval for the MPO staff to develop a Safe Streets for All grant application for a regional Comprehensive Safety Action Plan.

### **STAFF CONTACT:**

Dylan Mullenix, [dmullenix@dmampo.org](mailto:dmullenix@dmampo.org);  
(515) 334-0075

June 2022  
Item No. 10

**ISSUE: Fiscal Year 2023 Investment Policy**

REPORT and VOTE: Consider reaffirming the MPO's existing investment policy for Fiscal Year 2023.

**BACKGROUND:**

The MPO's Banking and Public Funds Investment Policy outlines the procedures and safeguards for the investment of public funds owned by the MPO. The policy states that the MPO will review the policy annually.

The MPO currently holds a checking account and a money market account at First National Bank and an investment account at the Iowa Public Agency Trust, as administered through Wells Fargo. The MPO maintains a majority of its funds in the investment account and electronically transfers money between accounts, as needed.

The MPO made adjustments to the investment policy in May 2021 based on feedback from the Budget and Finance Subcommittee. The Subcommittee did not recommend any changes FY 2023.

[The Fiscal Year 2023 Investment Policy is available on the MPO website \(click to access\).](#)

**RECOMMENDATION:**

Approve of the Fiscal Year 2023 Investment Policy.

**STAFF CONTACT:**

Todd Ashby, [tashby@dmampo.org](mailto:tashby@dmampo.org);  
(515) 334-0075

June 2022  
Item No. 11**ISSUE: Self-Certification**

REPORT and VOTE: Consider approval of the MPO's self-certification of compliance with federal requirements.

**BACKGROUND:**

The MPO is required to annual self-certify its planning process to ensure it complies with federal requirements. The MPO traditionally includes a signed self-certification statement in the annual Transportation Improvement Program. One recommendation from the MPO's last federal certification review was to put more emphasis on the annual self-certification to provide the MPO committees a better understanding of the various federal requirements with which the MPO must comply.

At the June meeting, the MPO staff will review the federal requirements and discuss how the MPO's planning process complies with each. A formal self-certification statement will be included in the *Federal Fiscal Years 2023-2026 Transportation Improvement Program*, which is anticipated to be approved by the MPO in July.

The draft self-certification statement is included on the following page.

**RECOMMENDATION:**

Approve the MPO's annual self-certification.

**STAFF CONTACT:**

Dylan Mullenix, [dmullenix@dmampo.org](mailto:dmullenix@dmampo.org);  
(515) 334-0075.



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**Annual Self-Certification of Compliance to the Federal Highway Administration that the Des Moines, Iowa, Transportation Management Area's Metropolitan Transportation Planning Process Is Being Conducted in Accordance With All Applicable Federal Requirements of:**

- (1) Title 23 U.S.C. §134, 49 U.S.C. §5303 and 23 CFR part 450.306 which require that a continuing, cooperative and comprehensive planning process be carried out by the state and local officials;
- (2) §174 and 176(c) and (d) of the *Clean Air Act*, as amended (42 U.S.C. 7504, 7506(c) and (d)) and 40 CFR part 93 have been met for nonattainment and maintenance areas;
- (3) Title VI of the *Civil Rights Act of 1964*, as amended (42 U.S.C. 2000d-1) and 49 CFR part 21 have been met, and 23 CFR part 450.316 which requires the needs of those traditionally underserved by existing transportation systems, such as low-income and minority households be sought out and considered, and Indian Tribal government(s) be appropriately involved;
- (4) 49 U.S.C. 5332, the *Older Americans Act* (42 U.S.C. 6101), as amended and §324 of Title 23 U.S.C., prohibiting discrimination in programs or activities receiving Federal financial assistance on the basis of race, color, creed, national origin, sex, gender, or age in employment or business opportunity;
- (5) §1101(b) of *Safe, Accountable, Flexible, Efficient Transportation Equity Act: Legacy of Users* (Public Law 109-59) regarding the involvement of disadvantaged or minority business enterprises in FHWA and FTA funded planning projects (49 CFR Part 26), and the requirements of 23 CFR part 230 regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contract;
- (6) Provisions of the *Americans with Disabilities Act of 1990* (42 U.S.C. 12101 *et seq.*) and 49 CFR, parts 27, 37 and 38, and §504 of the *Rehabilitation Act of 1973* (29 U.S.C. 794) and 49 CFR part 27 regarding discrimination against individuals with disabilities;
- (7) §450.324 of 23 CFR, which requires the Transportation Improvement Program to be financially constrained, and the Federal Transit Administration (FTA) policy on the documentation of financial capacity, published in FTA Circulars; and,
- (8) Provisions of 49 CFR part 20 regarding restrictions on influencing certain Federal activities.

So hereby certified on this \_\_\_\_\_ day of \_\_\_\_\_.

R. Todd Ashby  
Executive Director

Altoona • Ankeny • Bondurant • Carlisle • Clive • Dallas County • Des Moines • DART  
Grimes • Johnston • Mitchellville • Norwalk • Pleasant Hill • Polk City • Polk County  
Urbandale • Warren County • Waukee • West Des Moines • Windsor Heights

June 2022  
Item No. 12

**ISSUE: Des Moines Industrial's Reimbursement to the MPO**

REPORT and VOTE: Consider approval of the Des Moines Industrial reimbursement to the MPO for work completed on the Des Moines Transload Facility

**BACKGROUND:**

On October 7, 2019, Des Moines Industrial and the MPO entered into a Transload Development and Operation agreement. As part of this agreement, Des Moines Industrial agreed to reimburse the MPO for up to \$250,000 for costs incurred as the fiscal agent and facilitator of the project.

Staff has calculated staff time and legal fees associated with the project through May 2022 and have determined that \$250,832 in cost have been accrued over the life of the project. The agreement outlines quarterly installments over a period of eight (8) years from the payment commencement date. Per the agreement, the payment commencement date is the twenty-fifth month after the first advance of funds under the agreement. The first advance of funds was on February 12, 2020. This would make the payment commencement date March 2022.

Since the facility is just now operational, staff proposed to amend the payment commencement date to January 1, 2023.

**RECOMMENDATION:**

Recommend approval of the \$250,000 reimbursement from Des Moines Industrial to be paid out quarterly over an eight (8) year period beginning on January 1, 2023.

**STAFF CONTACT:**

Todd Ashby, [tashby@dmampo.org](mailto:tashby@dmampo.org);  
(515) 334-0075

June 2022  
Item No. 13

**ISSUE: Executive Director Annual Review and Compensation Adjustment**

REPORT: Discussion regarding the Executive Director's annual review and consideration of compensation adjustment.

**BACKGROUND:**

The MPO Chair appointed an Executive Director Review Committee (Review Committee) to complete an evaluation of the Executive Director's performance over the past year. The 2022 Review Committee include the following members:

- Ted Weaver, City of Clive – Chair
- Jeff Walters, Polk City
- Ruth Randleman, City of Carlisle

The Executive Director Review Committee is scheduling times to meet and will report back to the Executive Committee at the July meeting.

**RECOMMENDATION:**

None. Report and discussion only.

**STAFF CONTACT:**

Todd Ashby, [tashby@dmampo.org](mailto:tashby@dmampo.org);  
(515) 334-0075

June 2022  
Item No. 14**ISSUE: Federal Aid Swap Funds to Federal Aid Conversion**

REPORT: Report regarding the Iowa DOT's announcement to convert federal aid swap funds to federal aid for all projects starting with 2023 letting dates.

**BACKGROUND:**

The Iowa DOT recently announced that the increase in new federal funds has impacted their ability to provide swap funds for Local Public Agency (LPA) projects. Over the past few years, Iowa has let Federal-aid Swap projects totaling over \$150 million annually. Future projections for Federal-aid Swap availability are \$50 million annually, meaning the difference will need to be converted to Federal-aid.

The Iowa DOT does not intend to “terminate” funds for Federal-aid Swap but converting them back to Federal-aid due to cash-flow limitations is unfortunately necessary. The Local Systems Bureau will be working with the impacted local agencies to rescind existing Federal-aid Swap funding agreements and replace them with new Federal-aid funding agreements for the same value.

Programs to be converted to Federal aid include:

- Entire City and County Highway Bridge Program (HBP)
- Surface Transportation Block Grant (STBG) Program for:
  - All County projects
  - All City projects awarded through TMAs and MPOs
- Iowa's Clean Air Attainment Program (ICAAP)

Programs to remain Federal-aid Swap include Surface Transportation Block Grant (STBG) Program for all City projects awarded through RPAs.

Counties must convert any possible Swap projects to Federal-aid projects let in January of 2023 and later. Any projects in the December letting must be converted to Federal aid too. Cities must convert projects starting with the February 21, 2023, Iowa DOT bid letting, except for STBG funding awarded through a Regional Planning Affiliation (RPA).

The conversion of federal-aid swap to federal aid may result in potential delays in project development. For example, if a project is utilizing Swap funding for the January letting and experiences a delay during project development, the project must become Federal aid to be in the February letting. Thus, it is important for Counties and Cities to account for these changes now and plan accordingly. The MPO staff will incorporate these changes in the upcoming FFY 2023-2026 TIP.

**RECOMMENDATIONS:**

None. Report only.

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June 2022  
Item No. 15

**ISSUE: Purple Heart Highway Update**

REPORT: Update regarding the process to redesignate Iowa Highway 5 / US Highway 65 Freeway Corridor to an Interstate.

**BACKGROUND:**

Staff is continuing to work with the Greater Des Moines Partnership and other stakeholders to promote the Highway 5/US Highway 65 interstate designation. Staff will provide a full update at the June meeting.

**RECOMMENDATIONS:**

None. Report and discussion only.

**STAFF CONTACT:**

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June 2022  
Item No. 16

**ISSUE: Water Trails Update**

REPORT: Discussion regarding the execution of the BUILD Grant for Central Iowa Water Trails.

**BACKGROUND:**

Staff is continuing to work with project partners to develop the Downtown Dam Mitigation and User Access Project and will provide an update at the June meeting.

**RECOMMENDATIONS:**

None. Report and discussion only.

**STAFF CONTACT:**

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June 2022  
Item No. 17

**ISSUE: Economic Development District**

REPORT: Update on process to designate Central Iowa as an Economic Development District.

**BACKGROUND:**

In September 2020, the MPO Executive Committee voted to authorize MPO staff to initiate conversations with the seven eligible counties – Boone, Dallas, Story, Jasper, Polk, Marion and Warren – about the prospect of starting an Economic Development District.

As of January 2022, the U.S. Economic Development Administration has designated the region as an economic development district, and the newly created Mid-Iowa Planning Alliance for Community Development (MIPA) the supporting EDD organization. The new entity is now in process of becoming fully operational, including:

- Transitioning to full-time board from interim board
- Finalizing membership
- Hiring and onboarding planner dedicated to MIPA

**RECOMMENDATION:**

None. Report and discussion only.

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June 2022  
Item No. 18

**ISSUE: Legislative Issues Update**

REPORT: Standing item to discuss Federal and State legislative issues.

**BACKGROUND:**

Standing item to allow the committee to discuss any legislative (federal or state) items of interest.

**RECOMMENDATIONS:**

None. Report and discussion only.

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June 2022  
Item No. 19

**ISSUE: Upcoming Events**

REPORT: Report on upcoming events of regional interest.

**BACKGROUND:**

Staff will highlight upcoming events, trainings and other opportunities of interest to representatives of MPO member governments.

**RECOMMENDATION:**

None. Report and discussion only.

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