

NOTICE OF MEETING

Des Moines Area Metropolitan Planning Organization (MPO)
Policy Committee

4:00 p.m., June 15, 2023

Des Moines Area MPO Burnham Conference Room

TENTATIVE

1. **Call To Order**
2. **VOTE: Approval of Agenda**
3. **VOTE: Approval of Meeting Minutes**..... Page 3
 - Approve the May 18, 2023, meeting minutes.
4. **CONSENT and VOTE: Approval of the May Financial Statement** Page 7
5. **CONSENT and VOTE: Contracts and Expenses** Page 8
6. **REPORT and VOTE: Water Trails Line of Credit Agreement**.....Page 9
 - Continue discussion regarding the line of credit agreement with Bankers Trust for the Downtown Water Trails BUILD grant project; consider approval.
7. **REPORT and VOTE: MPO/CIRTPA Planning Services Agreement** Page 11
 - Report on the service agreement between the MPO and the Central Iowa Transportation Planning Alliance for regional planning assistance; consider approval.
8. **REPORT and VOTE: Fiscal Year 2024 Investment Policy** Page 12
 - Review the MPO's investment policy for Fiscal Year 2024; consider approval.
9. **REPORT and VOTE: Self-Certification** Page 13
 - Report on the MPO's annual self-certification of compliance with federal requirements; consider approval.
10. **REPORT and VOTE: Draft FFY 2024-2027 Transportation Improvement Program** Page 15
 - Report regarding the draft *Federal Fiscal Year 2023-2026 Transportation Improvement Program*; consider approval.
11. **REPORT and VOTE: Charging & Fueling Infrastructure Discretionary Grant Program** Page 16
 - Report on the grant application developed for the Charging and Fueling Infrastructure (CFI) Discretionary Grant Program; consider approval.
12. **REPORT and VOTE: Water Trails BUILD Grant Payment Approval**..... Page 17
 - Discussion regarding the *Application for Partial Payment No. 6* for the Water Trails BUILD grant project; consider approval.
13. **REPORT: 2023 Pavement Condition Report** Page 18
 - Report on the draft 2023 Pavement Condition Report Online Dashboard.
14. **REPORT: Comprehensive Safety Action Plan RFP Update** Page 19
 - Update regarding the RFP proposals received for the Comprehensive Safety Action Plan and next steps in the consultant selection process.
15. **REPORT: Upcoming Events** Page 20

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/ or call 515-334-0075.

16. **Other Non-Action Items of Interest to the Committee**
17. **Next Meeting Date – August 17, 2023, at 4:00 p.m.**
18. **Adjournment**

June 2023
Item No. 3

ISSUE: Approval of Meeting Minutes

VOTE: Consider approval of MPO Policy Committee meeting minutes from the May 18, 2023, meeting.

BACKGROUND:

The minutes from the May 18, 2023, meeting is included on the following pages.

RECOMMENDATION:

MPO staff recommends approval of the Policy Committee meeting minutes from the May 18, 2023, meeting.

STAFF CONTACT:

Tracey Deckard, tdeckard@dmampo.org
(515) 334-0075

Meeting Minutes
Special Policy Committee Meeting
Des Moines Area Metropolitan Planning Organization (MPO)
11:30 a.m., April 28, 2023

The MPO held a Special Policy hybrid in-person/ virtual meeting at 11:30 a.m., April 28, 2023. The MPO staff emailed agenda packets to the MPO's representatives and posted the agenda at the MPO office on April 25, 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:

Dean O'Connor | City of Altoona
Michael Schrock | City of Ankeny
Doug Elrod | City of Bondurant
Deven Markley | City of Carlisle
Kathie Hungerford | City of Cumming**
Mark Hanson | Dallas County
Luis Montoya | DART
Frank Cownie | 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
Heather Stancil | Madison County**
Tammi Dillavou | City of Mitchellville
Mark Konrad | City of Pleasant Hill
Jeff Walters | Polk City
Tom Hockensmith | Polk County
Robert Andeweg | City of Urbandale
Matt McKinney | City of West Des Moines
Tom Hadden | City of West Des Moines
Mike Jones | City of Windsor Heights
Brooke Ramsey | HIRTA*

MPO Representatives Absent:

David Jones | City of Ankeny
Ted Weaver | City of Clive
Colton Fors | City of Elkhart**
Scott Mikkelsen | City of Grimes
Stephanie Erickson | City of Indianola**

Jim Evans | City of Johnston
Stephanie Riva | City of Norwalk
Travis Brott | Van Meter**
Courtney Clarke | City of Waukee
Mark Snell | Warren County
Kevin Foley | Des Moines International Airport*
Andy Loonan | IDOT *
Johnnie Gibson | FHWA*
Daniel Nguyen | FTA*
Eva Steinman | FTA*
* Advisory/Non-Voting Representatives
** Associate/Non-Voting Representative

Others Present:

Gabe Nelson | Snyder
Tony Chavez | Zack Nunn's office

MPO Staff Present:

Scott Brennan | MPO General Counsel
Dylan Mullenix | Interim Executive Director
Zach Young | Planning Manager
Allison van Pelt | Senior Planner
Tracey Deckard | Office Manager
Gunnar Olson | Public Affairs Manager
Lucas Young | Senior Planner
Zhi Chen | Senior Planner
Rhonda Miller | Accountant

1. Call To Order

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

2. Approval of Agenda

MOTION: A motion was made by Gatto to approve the agenda and seconded by Murray to approve the Des Moines Area Metropolitan Planning Organization May 18, 2023, meeting agenda.

MOTION CARRIED UNANIMOUSLY

3. Approval of Meeting Minutes

MOTION: A motion was made by Gatto and seconded by Hockensmith to approve the April 20, 2023, and the April 28, 2023 Special Policy meeting minutes.

MOTION CARRIED UNANIMOUSLY

4. Approval of the Financial Statements

Interim Executive Director presented.

MOTION: A motion was made by Gatto and seconded by Hansen to approve the Financial Statements.

MOTION CARRIED UNANIMOUSLY

5. Public Comment on MPO Actions

None.

6. MIPA Contract Amendment

Interim Executive Director presented. Recommend approval to amend the MPO-MIPA contract to remove the MPO's provision of supervisory support to MIPA staff, effective July 1, 2023. Discussion ensued.

MOTION: A motion was made by Hanson and seconded by Cownie to approve the amendments to the MPO-MIPA contract to remove the MPO's provision of supervisory support to MIPA staff, effective July 1, 2023.

MOTION CARRIED UNANIMOUSLY

7. FY 2023 Unified Planning Work Program and Budget Amendment

Interim Executive director presented. Consider approval of the amendment to the FY 2023 Unified Work Program as approved by the Finance Subcommittee at their May 8, 2023, meeting.

MOTION: A motion was made by Hockensmith and seconded by Gatto to approve the amendments to the FY Unified Planning Work Program and Budget.

MOTION CARRIED UNANIMOUSLY

8. Fiscal Year 2024 Unified Planning work Program and Budget Final Draft.

Interim Executive Director presented. Consider approval of the FY 2024 Unified Planning Work Program and budget that was approved by the Finance Subcommittee at their May 8, 2023, meeting.

MOTION: A motion was made by Hockensmith and seconded by Gatto to approve the amendments to the MPO-MIPA contract to remove the MPO's provision of supervisory support to MIPA staff, effective July 1, 2023.

MOTION CARRIED UNANIMOUSLY

9. Destination Iowa Outdoor Recreation Grant Agreement

MPO Committee member Matt McKinney presented and answered questions about the grant award.

MOTION: A motion was made by Mandelbaum and seconded by Cownie to approve the Destination Iowa Grant Agreement between the IEDA, GOF and the MPO.

MOTION CARRIED UNANIMOUSLY

10. Indemnification Agreement

MPO Committee member Matt McKinney presented. Recommend approval of the Indemnification agreement.

MOTION: A motion was made by Elrod and seconded by Gatto to approve the Indemnification agreement.

MOTION CARRIED UNANIMOUSLY

11. Water Trails BUILD Grant Payment Approval

Planning Manager presented. Recommend approval of the Application for Partial Payment No. 5.

MOTION: A motion was made by Gatto and seconded by Hockensmith to approve the Application for Partial Payment No. 5.

MOTION CARRIED UNANIMOUSLY.

12. Interim Executive Director Salary Adjustment

The Chair presented. The Interim Executive Director will meet with the review committee for his annual review to determine his salary adjustment. Report and discussion only.

13. Executive Director Search Update

The Chair presented. A committee has been set up to move forward with the search for an executive director. The committee will meet to choose a firm to work with to conduct the search. Report and discussion only.

14. DMDC Debrief

Interim Executive Director and staff reported. Report and update of MPO-related activities that took place during the DMDC trip on May 10-12.

15. Upcoming Events

Information only.

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

Update on the Charging & Fueling Infrastructure grant and advise of new deadline of June 13, 2023.

Discussion of PROTECT grant funding, applications due on 8/18/2023

Update on the RFP for Safe Streets for all.

Interim Executive Director advised that the MPO will operate as usual and will be meeting with all committee members.

The Chair- thanked Dylan and the staff for their continued work.

Mark Hansen advised of Des Moines Historical Society even at the log cabin located at Principal Park.

17. Next Meeting Date- June 15, 2023, at 4:00 p.m.

18. Adjournment

Hearing no objection to the contrary, The Chair adjourned the meeting at 4:36 p.m.

June 2023
Item No. 4

ISSUE: Approval of Financial Statement

VOTE: Consider approval of the May 2023, MPO Financial Statement.

BACKGROUND:

The May Financial Statement consists documents available at the following links:

- [Statement of Financial Position](#)
- [Budget vs. Actuals](#)
- [Transaction List by Vendor](#)
- [Water Trails Account Transaction List](#)
- [Water Trails BUILD Grant Balance](#)

Note that the financial statement will go before the MPO Finance Subcommittee for that committee's review and consent on June 5th.

RECOMMENDATION:

Committee Action: The Finance Subcommittee will take action to receive and file the May Financial Statement at its June 5, 2023, meeting.

MPO staff recommends approval of the May Financial Statement.

STAFF CONTACT:

Rhonda Miller, rmiller@dmampo.org
(515) 334-0075

June 2023
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:

Below is an expense that exceeds the limits set by the MPO's policy and procedures regarding expenditures.

VENDOR	PURPOSE	NOTES/INFORMATION	AMOUNT REQUESTED
Dentons Davis Brown	Legal fees	Legal fees related to personnel matters, water trails, handbook and policies/procedures manual review, and general services.	\$9,051.00

RECOMMENDATION:

MPO staff recommends approval of the above expenses.

STAFF CONTACT:

Dylan Mullenix, dmullenix@dmampo.org
(515) 334-0075

June 2023
Item No. 6

ISSUE: Water Trails Line of Credit Agreement

REPORT and VOTE: Consider approval of the line of credit agreement with Bankers Trust for the Downtown Water Trails BUILD grant project (continuation of discussion from the May 2023 Executive Committee meeting).

BACKGROUND:

ICON is working to secure a Line of Credit (LOC) with Bankers Trust for \$15,000,000 to facilitate the cash flow of the Downtown Water Trails BUILD Grant project. While the LOC is being made from Banker Trust to ICON, there are three documents in the agreement that require signature by the MPO: Notice of Final Agreement, Governmental Certificate, and Pledge Agreement. The Notice of Final Agreement and the Governmental Certificate are supporting documents required by the bank. The Pledge Agreement is required for ICON to secure the LOC. The Line of Credit Agreement with Bankers Trust includes the following documents.

- [Business Loan Agreement](#)
- [Commercial Pledge Agreement](#)
- [Notice of Final Agreement](#)
- [Corporate Resolution to Borrow/Governmental Certificate](#)

The need for the LOC stems from the requirement by the Iowa Department of Transportation (DOT) and the Federal Highway Administration (FHWA) to guarantee enough funds are in hand to cover the bid estimate and ensure the project's completion. At the time the BUILD grant agreements were drafted, a LOC – in addition to the BUILD grant and Surface Transportation Block Grant (STBG) funds awarded by the MPO to the project – were the only way the Iowa DOT, FHWA, and the MPO could ensure enough funds were in hand to pay for the project. Since then, ICON has raised the remaining funds for the project. Therefore, the LOC will be more of a mechanism to ensure cash flow between the time that the MPO makes payment to the contractor and when it receives reimbursement from the DOT.

The LOC is also required per agreements previously entered into by the MPO and ICON, including the following:

- [Sub-Agreement #4](#), entered into between the MPO and ICON in September 2021 and amended in September 2022, notes the funding responsibilities of both parties. It requires that the MPO opens a project account and that ICON obtain a LOC.
- [Sub-Agreement #2](#), entered into between the MPO, Polk County, and ICON in September 2021 and amended in September 2022, includes indemnification protection language that would apply to the LOC.

As noted previously, while the LOC is being provided by Bankers Trust to ICON, the agreement requires signature by the MPO. This is to ensure Bankers Trust has a security interest in the MPO's project account that will use the LOC funds should ICON default on the LOC.

At the May Executive Committee meeting, a request for legal review was made with respect to the MPO's liability in granting Bankers Trust a security interest in collateral if ICON defaulted on the line of credit. There was also a request to clarify ownership of the project account. Documentation related to these requests are included in the following links:

- [Memorandum from MPO legal counsel summarizing the MPO's liability and clarifying the project account ownership.](#)
- [Project bank account agreement.](#)

ICON has provided additional information to MPO staff in response to questions and concerns raised regarding the LOC and project financing. That information is available in the following links:

- [Response to City of Pleasant Hill statements made at the May 17th Executive Committee Meeting.](#)
- [Response to supplemental statements/questions provided by the City of Pleasant Hill on May 26th.](#)
- [Project Reimbursement Flowchart.](#)
- [Project schedule identifying project phasing, bidding, and construction dates.](#)
- [Assignment and Assumption Agreements, as well as Novation Agreements, related to water trails agreement and sub-agreements.](#)

Representatives from ICON will be at the June meeting to provide additional information and answer any questions.

RECOMMENDATION:

MPO staff recommends two actions related to this item: 1) recommend approval of the MPO signing the Line of Credit Agreement given legal counsel's review of the agreement with respect to the liability of granting Bankers Trust a security interest in collateral and finding it to not be problematic; and 2) recommend amending sub-agreement #4 between the MPO and ICON to update and clarify the line of credit requirements to align with the line of credit being obtained. Note that legal counsels for the MPO and ICON are working to develop amended language, which will be made available prior to the Executive Committee meeting.

STAFF CONTACT:

Dylan Mullenix, dmullenix@dmampo.org
(515) 334-0075

June 2023
Item No. 7**ISSUE: MPO and CIRTPA Service Agreement**

REPORT and VOTE: Consider approving an update to the agreement between the MPO and the Central Iowa Regional Transportation Planning Alliance (CIRTPA) for regional planning assistance.

BACKGROUND:

The MPO has provided staffing assistance to the Central Iowa Regional Transportation Planning Alliance (CIRTPA) by contract since the early 1990s. CIRTPA serves as the regional transportation planning organization for the non-urban areas of Boone, Dallas, Jasper, Madison, Marion, Polk, Story, and Warren Counties that are not contained within the Des Moines area MPO or Ames Area MPO planning areas. CIRTPA carries out similar activities to the MPO, such as allocating Surface Transportation Block Grant (STBG) funds, developing long-range transportation plans, and assisting member communities with transportation data and analysis.

The agreement is required to be reviewed annually. The last time the agreement was updated was in July 2019 following recommendations made by the US Department of Transportation following the MPO's quadrennial federal review. MPO staff's only recommended change for this year's review is to update the reference of the current federal transportation bill, identified in Section V, from the FAST Act to the Infrastructure Investment and Jobs Act.

[The current MPO and CIRTPA Service Agreement is available on the MPO website \(click to access\).](#)

FISCAL IMPACT:

The CIRTPA contract accounts for 3.5 percent of the MPO's FY 2024 revenue, or approximately \$134,500. This includes \$111,500 for MPO personnel, \$17,400 in indirect costs, and \$5,600 in administrative fees.

RECOMMENDATION:

MPO staff recommends continuing the MPO-CIRTPA service agreement and updating the reference to the federal transportation bill in Section V from the FAST Act to the Infrastructure Investment and Jobs Act.

STAFF CONTACT:

Dylan Mullenix, dmullenix@dmampo.org
(515) 334-0075

June 2023
Item No. 8**ISSUE: Fiscal Year 2024 Investment Policy**

REPORT and VOTE: Consider reaffirming the MPO's existing investment policy for Fiscal Year 2024.

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 Finance Subcommittee. The Subcommittee did not recommend any changes FY 2023. The Subcommittee will review the policy at its June 5th meeting and provide any suggested updates to the Policy Committee.

[The Fiscal Year 2023 Investment Policy, approved in June 2022, is available on the MPO website \(click to access\).](#)

RECOMMENDATION:

Committee Action: The Finance Subcommittee will take action to affirm or update the investment policy at its June 5, 2023, meeting.

MPO staff recommends approval of Fiscal Year 2024 Investment Policy per the Finance Subcommittee's recommendation.

STAFF CONTACT:

Dylan Mullenix, dmullenix@dmampo.org
(515) 334-0075

June 2023
Item No. 9**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 annually 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 2024-2027 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:

MPO staff recommends approval of the MPO's annual self-certification for inclusion in the *Federal Fiscal Year 2024-2027 Transportation Improvement Program*.

STAFF CONTACT:

Dylan Mullenix, 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 12th day of July 2023.

Dylan Mullenix
Interim 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 2023
Item No. 10**ISSUE: Draft FFY 2024-2027 Transportation Improvement Program**

REPORT and VOTE: Report regarding the draft *Federal Fiscal Years 2024-2027 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) 2023, 2024, 2025, 2026, and/or 2027. Staff developed the project listing for the FFY 2024-2027 TIP with the information provided by the member governments.

The MPO staff will submit the FFY 2024-2027 TIP draft to the Iowa Department of Transportation (DOT) and Federal Highway Administration for review and comment on June 15, 2023. Staff will incorporate any comments received into the final draft. The final FFY 2024-2027 TIP is due to the Iowa DOT by July 15, 2023.

The MPO’s Public Participation Plan requires the FFY 2024-2027 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 Wednesday, June 21, 2023.

[The draft FFY 2024-2027 TIP is available on the MPO website \(click to access\).](#)

RECOMMENDATIONS:

Committee Action: The Transportation Technical Committee voted at its June 1, 2023, meeting to approve the draft *Federal Fiscal Years 2024-2027 Transportation Improvement Program* and forward it to the Iowa DOT for their review.

MPO staff also recommends approval of the draft *Federal Fiscal Years 2024-2027 Transportation Improvement Program* and to forward it to the Iowa DOT for their review.

STAFF CONTACT:

Zach Young, zyoung@dmampo.org
(515) 334-0075

June 2023
Item No. 11**ISSUE: Charging & Fueling Infrastructure Discretionary Grant Program**

REPORT and VOTE: Consider approval of an application for the region to the Charging and Fueling Infrastructure (CFI) Discretionary Grant Program.

BACKGROUND:

The [Charging & Fueling Infrastructure \(CFI\) Discretionary Grant Program](#) Notice of Funding was released in March 2023 by the US Department of Transportation (DOT). The CFI Discretionary Grant Program was established by the Bipartisan Infrastructure Law and will provide up to \$2.5 billion over five years to a full range of applicants, including MPOs, cities, and counties.

This initial funding of up to \$700 million will be available to deploy electric vehicle (EV) charging infrastructure and other alternative fueling infrastructure projects in urban and rural communities in publicly accessible locations through the CFI Discretionary Grant Program.

MPO staff has been working with staff from member communities to identify sites for Level 2 and Level 3 charger installations and will submit a regional grant application for this program on behalf of the region. Staff has requested all member communities with interest in seeking grant funds to provide locations and charger type by June 6th to staff. The grant application is due June 13th.

Past Actions:

- Provided an overview of the funding program at the at the April Executive Committee meeting and direction was given to pursue the grant; and,
- Provided an update at the May Executive Committee meeting.

Future Actions:

- Submit the grant application by the June 13, 2023, deadline;
- If awarded, work with the US DOT to finalize a grant agreement subject to MPO approval.

RECOMMENDATIONS:

Committee Action: The Transportation Technical Committee voted at its June 1, 2023, meeting to approve MPO staff submitting an application for the CFI grant.

MPO staff also recommends approval of submitting a CFI grant application to the US DOT.

STAFF CONTACT:

Carl Saxon, csaxon@dmampo.org;
(515) 334-0075.

June 2023
Item No. 12

ISSUE: Water Trails BUILD Grant Payment Approval

REPORT and VOTE: Consider approval of the *Application for Partial Payment No. 6* for the Water Trails BUILD grant project.

BACKGROUND:

Snyder & Associates is working on the Application for Partial Payment No. 6. The payment application is being reviewed by Polk County and Snyder and will be made available once they forward it to the MPO staff for review.

The *Application for Partial Payment No. 6* and supplemental memo will be provided prior to the meeting.

RECOMMENDATION:

MPO staff recommends approval of the *Application for Partial Payment No. 6*, subject to satisfactory review by Polk County and Snyder & Associates.

STAFF CONTACT:

Dylan Mullenix, dmullenix@dmampo.org
(515) 334-0075

June 2023
Item No. 13

ISSUE: 2023 Pavement Condition Report

REPORT: Report on draft 2023 Pavement Condition Report Online Dashboard.

BACKGROUND:

MPO staff examined 2021 pavement condition information and created a report on pavement condition information for locally owned roads in the MPO Planning Area. In addition to the analysis of roads and streets as a region, each community is broken out individually for review.

Previous iterations of this report were produced as paper copies. As the MPO has transitioned into creating a more accessible and interactive format, this year's report is available through an online dashboard.

The tracking of pavement data over time is a priority of the MPO as it shows the region's progress towards meeting the goals of Mobilizing Tomorrow.

[Click here for a link to the 2023 Pavement Condition Report Online Dashboard](#)

RECOMMENDATIONS:

None. Report and discussion only.

STAFF CONTACT:

Andrew Collings, acollings@dmampo.org; and
Zhi Chen, zchen@dmampo.org
(515) 334-0075

June 2023
Item No. 14

ISSUE: Comprehensive Safety Action Plan RFP Update

REPORT: Update regarding the RFP proposals received for the Comprehensive Safety Action Plan and next steps in the consultant selection process.

BACKGROUND:

The MPO received RFP responses for the Comprehensive Safety Action Plan from the following consultant teams:

- Felsburg, Holt & Ullevig (FHU) – Fehr & Peers and Group Creative Services
- SRF – Alta Planning + Design and Snyder & Associates
- Toole Design – HR Green, Confluence, and HDR Engineering

These are all highly qualified firms, and they will all be advancing to the interviewing round of the selection process. MPO Chair, Bob Andeweg, has named the following individuals to serve on the selection committee:

- Mark Holm – City of Ankeny
- Marketa Oliver – City of Bondurant
- Stephanie Riva – City of Norwalk
- John Davis – City of Des Moines
- Eric Peterson – City of West Des Moines
- Luis Montoya – DART
- Jeremy Lewis – Street Collective

Next Steps:

- Selection Committee will review and score the RFP responses;
- Interviews will be schedule for mid-to-late June;
- Selection Committee will conduct interviews and determine a preferred consultant team to recommend team to the Executive and Policy Committee at their August meetings;
- Staff will enter into contract negotiations following approval by the Policy Committee.

RECOMMENDATIONS:

None. Report and discussion only.

STAFF CONTACT:

Zach Young, zyoung@dmampo.org
(515) 334-0075

June 2023
Item No. 15

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. Below are some of the upcoming electric vehicle events and recent recordings.

[*Utilizing Utilities: Partners and Policies to Accelerate Adoption*](#) – June 15th @ 2 p.m. – Zoom

[*TRB Transportation Resilience 2023 – International Conference on Extreme Weather & Climate Change Challenges*](#) – November 13-15th – Washington, D.C.

Recording: [Electrified Cities: Federal Funding for Local Governments](#)

Recording: [Recording of CFI Webinar held Wednesday, March 22nd](#) (Passcode: i#l2b6UV)

Recording: [MPO EV Series: Electric Vehicles in Emergency Management](#)

RECOMMENDATION:

None. Report and discussion only.

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