

NOTICE OF MEETING

Des Moines Area Metropolitan Planning Organization (MPO) Policy Committee

4:00 p.m., May 19, 2022 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 April 21, 2022, meeting minutes.
4.	CONSENT and VOTE: Approval of the Financial Statement Page 4
5.	CONSENT and VOTE: Contracts and Expenses Page 5
6.	PUBLIC COMMENT on MPO Actions Page 7
7.	PRESENTATION: ADAPT DSM Page 8
	City of Des Moines staff will provide an update on their Climate Action and Adaptation
	Plan – ADAPT DSM.
8.	REPORT and VOTE: FY 2022 Unified Planning Work Program and Budget Amendment Page 9
_	Report regarding amending the FY 2022 budget; consider approval.
9.	 REPORT and VOTE: Fiscal Year 2023 Unified Planning Work Program and Budget Page 12 Report on the final work program and draft; consider approval.
10.	REPORT and VOTE: FFY 2022-2025 Transportation Improvement Program Amendments Page 13
	• Report and discussion regarding FFY 2022-2025 TIP amendment requests; consider approval.
11.	REPORT: Fiscal Year 2022 3rd Quarter Budget Report Page 14
	• Report and discussion on the 3 rd quarter expenditures for Fiscal Year 2022.
12.	REPORT: DMDC 2022 Debrief Page 16
	• Report out on MPO-related activities that took place during the May 11-13, 2022, Greater Des
	Moines Partnership's DMDC trip.
13.	REPORT: Purple Heart Highway Update Page 17
	 Update on the process to redesignate IA 5/ US 65 Freeway Corridor to an Interstate.
14.	REPORT: Water Trails Update Page 18
	 Update on efforts related to the use of the BUILD Grant for water trails.
15.	REPORT: Economic Development District Update Page 19
	Update on process to designate Central Iowa as an Economic Development District.
16.	REPORT: Transload Facility Update
	Update on the development of the Des Moines Transload Facility.
17.	REPORT: Legislative Update
	• Standing item to discuss any items related to the Federal and State Legislative issues.
18.	REPORT: Infrastructure and Jobs Act UpdatePage 22
	• Update regarding the various funding opportunities included in the Infrastructure and Jobs Act.

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.



- 19. REPORT: Upcoming Events Page 23
- 20. Other Non-Action Items of Interest to the Committee
- 21. Next Meeting Date June 16, 2022 at 4:00 p.m.
- 22. Adjournment



ISSUE: Approval of Meeting Minutes

VOTE: Consider approval of the April 21, 2022, MPO Policy Committee meeting minutes.

BACKGROUND:

The minutes of the April 21, 2022, MPO Policy Committee meeting will be provided prior to the meeting.

RECOMMENDATION:

Approve the minutes of the April 21, 2022, MPO Policy Committee meeting.

STAFF CONTACT:

Tracey Deckard, <u>tdeckard@dmampo.org</u> (515) 334-0075



ISSUE: Approval of Financial Statement

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

BACKGROUND:

The April MPO Financial Statement will be provided prior to the meeting.

RECOMMENDATION:

Approve the April MPO Financial Statement.

STAFF CONTACT:

Tracey Deckard, <u>tdeckard@dmampo.org</u> (515) 334-0075



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, <u>tashby@dmampo.org</u> (515) 334-0075

Expenses – May 2022

VENDOR	PURPOSE	NOTES/INFORMATION	AMOUNT REQUESTED
Iowa State University	Development of trail pavement data collection and forecasting services to aid the Iowa Data Bike Project.	Project and cost included in the FY 2023 Unified Planning Work Program and budget. <u>Contract available to review here.</u>	\$60,000

Contracts – May 2022

VENDOR	PURPOSE	NOTES/INFORMATION	AMOUNT REQUESTED
City of Hartford	Comprehensive Plan Update	Staff hours split between FY 2022 and FY 2023; revenue will be in FY 2023. Contract available to review here.	\$15,000
City of Indianola	Sidewalk/trails inventory and conditions report	Staff hours and revenue split between FY 2022 and FY 2023 Contract available to review here.	\$25,000



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, <u>tashby@dmampo.org</u> (515) 334-0075



ISSUE: ADAPT DSM

PRESENTATION: City of Des Moines staff will provide an update regarding their Climate Action and Adaptation Plan - ADAPT DSM.

BACKGROUND:

The City of Des Moines is kicking off the metro's first Climate Action & Adaptation Plan to address climate change – ADAPT DSM. Through this effort, Des Moines will work internally and externally to identify ways to accelerate equitable climate action community-wide. Focus areas for this plan include: Energy Use & Resources, Buildings and Infrastructure, Transportation and Land Use, Climate Preparedness and Resilience, Waste Management and Reduction, Food Systems and Security, and Natural Systems and Water Resources.

Jeremy Caron, Sustainability Program Manager for the City of Des Moines, will present an overview of this process and plan.

RECOMMENDATIONS:

None. Presentation only.

STAFF CONTACT:

Allison van Pelt, <u>avanpelt@dmampo.org</u> (515) 334-0075



ISSUE: FY 2022 Unified Planning Work Program and Budget Amendment

REPORT and VOTE: Consider approval of an amendment to the *Fiscal Year 2022 Unified Planning Work Program* (UPWP) and budget to adjust hours for work elements through the end of the year and to reflect additional revenue brought through new contracts throughout the year.

BACKGROUND:

The MPO staff submits reimbursement request to the Iowa Department of Transportation each month. This allows staff to track the amount spent in each of the work elements outlined in the budget. After reviewing the first three quarters of FY 2022, staff is proposing a budget amendment to update the amount allocated for each work element to better reflect where time will be used in the 4th quarter of the fiscal year.

The MPO has also approved a number of contracts for planning support throughout the year that were not included in the original FY 2022 UPWP and budget. MPO staff recommends amending these into the UPWP and budget to reconcile the end of year audit. These contracts include the following:

- Carlisle grant administration: \$5,000 (board approved contract in October 2021
- Marion County zoning code: \$15,000 (board approved contract in January 2022)
- MIPA support: \$20,950 (board approved contract in April 2022)
- Indianola sidewalk inventory: \$20,000 (board action on contract in May 2022)
- Hartford comprehensive plan: \$10,000 (board action on contract in May 2022)

The FY 2022 Budget Amendment Summary is available on the following page.

RECOMMENDATION:

Recommend approval of the amendment to the FY 2022 Budget.

STAFF CONTACT:

Dylan Mullenix, <u>dmullenix@dmampo.org</u> (515) 334-0075

Des Moines Area Metropolitan Planning Organization FISCAL YEAR 2022 WORK PROGRAM BUDGET ORIGINAL 9-May-22

					US DOT	Funds				Other Funds/Grants		Local I	Local Match	
UPWP CODE			FHWA – STBG Carryover	FHWA PL New	FTA 5303 New	STP New	DOT Total	Percent of Total	Amount	Source	Percent of Total	(from MPO member assessments)	Percent of Total	
1.0	Long-Range Planning	\$356,046	\$128	\$165,757	\$29,724	\$20,883	\$216,492	61%	\$0		0%	\$139,554	39%	
2.0	Multimodal Planning	\$259,235	\$93	\$120,687	\$21,642	\$15,205	\$157,627	61%	\$0		0%	\$101,608	39%	
3.0	Public Involvement	\$191,811	\$69	\$89,297	\$16,013	\$11,250	\$116,629	61%	\$0		0%	\$75,182	39%	
4.0	Integrated Planning	\$334,128	\$47,264	\$155,552	\$27,893	\$19,597	\$250,306	75%	\$11,786		4%	\$72,036	22%	
5.0	Funding	\$100,877	\$36	\$46,963	\$8,421	\$5,917	\$61,337	61%	\$0		0%	\$39,540	39%	
6.0	Program Administration	\$377,640	\$136	\$175,810	\$31,526	\$22,149	\$229,621	61%	\$0		0%	\$148,019	39%	
7.0	CIRTPA	\$82,528	\$0	\$0	\$0	\$0	\$0	0%	\$82,528	CIRTPA Contract	100%	\$0	0%	
8.0	Other Contracts	\$112,288	\$0	\$0	\$0	\$0	\$0	0%	\$112,288	TBD Contracts	100%	\$0	0%	
	TOTAL FY 2021 BUDGET	\$1,814,553	\$47,726	\$754,066	\$135,219	\$95,001	\$1,032,012	57%	\$206,602		11%	\$575,939	32%	

Des Moines Area Metropolitan Planning Organization FISCAL YEAR 2022 WORK PROGRAM BUDGET AMENDMENT 2 9-May-22

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					US DOT I	Funds			Other Funds/Grants			Local Match	
UPWP CODE			FHWA – STBG Carryover	FHWA PL New	FTA 5303 New	STP New	DOT Total	Percent of Total	Amount	Source	Percent of Total	(from MPO member assessments)	Percent of Total
1.0	Long-Range Planning	\$281,046	\$101	\$130,840	\$23,463	\$16,484	\$170,888	61%	\$0		0%	\$110,158	39%
2.0	Multimodal Planning	\$189,235	\$68	\$88,098	\$15,799	\$11,099	\$115,064	61%	\$0		0%	\$74,171	39%
3.0	Public Involvement	\$141,811	\$51	\$66,020	\$11,839	\$8,317	\$86,227	61%	\$0		0%	\$55,584	39%
4.0	Integrated Planning	\$334,128	\$47,264	\$155,552	\$27,893	\$19,597	\$250,306	75%	\$11,786		4%	\$72,036	22%
5.0	Funding	\$180,877	\$65	\$84,207	\$15,100	\$10,609	\$109,981	61%	\$0		0%	\$70,896	39%
6.0	Program Administration	\$492,640	\$178	\$229,348	\$41,126	\$28,894	\$299,546	61%	\$0		0%	\$193,094	39%
7.0	CIRTPA	\$82,528	\$0	\$0	\$0	\$0	\$0	0%	\$82,528	CIRTPA Contract	100%	\$0	0%
8.0	Other Contracts	\$183, <mark>23</mark> 8	\$0	\$0	\$0	\$0	\$0	0%	\$183,238	TBD Contracts	100%	\$0	0%
	TOTAL FY 2022 BUDGET	\$1,885,503	\$47,727	\$754,065	\$135,220	\$95,000	\$1,032,012	55%	\$277,552		15%	\$575,939	31%



ISSUE: Fiscal Year 2023 Unified Planning Work Program and Budget

REPORT and VOTE: Consider approval of the *Fiscal Year 2023 Unified Planning Work Program* and budget.

BACKGROUND:

MPO staff has developed the *Fiscal Year 2023 Unified Planning Work Program* (FY 2023 UPWP) and budget, which documents all planning activities the MPO will perform from July 1, 2022, through June 30, 2023. The Iowa Department of Transportation (DOT) requires the UPWP to describe the MPO's proposed planning activities – including task objectives, previous work, project descriptions, and work products – as well as the budget and funding sources to carry out the planning activities. The MPO staff submitted a draft UPWP to the Iowa DOT in March for review and has made minor updates to the document. MPO staff will review these changes at the May meeting. A final UPWP is due to the Iowa DOT by June 1, 2022.

The final FY 2023 UPWP and budget is available to view on the MPO's website (click to access).

RECOMMENDATIONS:

Approve the Fiscal Year 2023 Unified Planning Work Program and budget.

STAFF CONTACT:

Dylan Mullenix, <u>dmullenix@dmampo.org</u> (515) 334-0075



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 an amendment to the *FFY 2022-2025 Transportation Improvement Program* to adjust funding amounts:

Sponsor: Iowa Department of Transportation (DOT) Project: Dallas County I-80 Interchange Ramps (Item 52484) Federal Aid Amount: \$2,160,000 Total Cost: \$2,400,000 Type of Funding: NHPP, 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, <u>apflanz@dmampo.org</u> (515) 334-0075



ISSUE: Fiscal Year 2022 3rd Quarter Budget Report

REPORT: Update on the 3rd quarter expenditures for Fiscal Year 2022.

BACKGROUND:

The MPO staff has developed a status report for the Fiscal Year 2022 budget. The report compares expenditures as compared to budgeted amounts as well as the status of the MPO's federal planning funds.

The 3rd quarter budget report is included on the following page.

RECOMMENDATION:

None. Report and discussion only.

STAFF CONTACT:

Dylan Mullenix, <u>dmullenix@dmampo.org</u> (515) 334-0075

MPO Budget Update - July 1, 2021 - June 30, 2022

Fiscal Year 2022 Expenditures

	EV 2022 Dudget	1 at Ouartar	2nd Quarter	2nd Quarter	Amount	Amount Remaining	
BUDGET CATEGORY	FY 2022 Budget	1st Quarter	2nd Quarter	3rd Quarter	Spent Year	\$	%
Salaries & Wages	\$680,571	\$120,390	\$118,562	\$112,540	\$351 <i>,</i> 491	\$329,079	48%
Fringe Benefits	\$552,082	\$142,901	\$141,294	\$134,177	\$418,372	\$133,710	24%
Personnel Costs	\$1,232,653	\$263,290	\$259,856	\$246,717	\$769,863	\$462,790	38%
Total Personnel Costs	\$1,232,653	\$263,290	\$259,856	\$246,717	\$769,863	\$462,790	38%
Facilities	\$148,650	\$21,039	\$10,519	\$22,098	\$53,655	\$94,995	64%
Professional Services (Attorney, Audit, Payroll)	\$89,750	\$27,950	\$18,951	\$8,472	\$55,372	\$34,378	38%
Computers & Software	\$46,700	\$8,485	\$10,336	\$6,419	\$25,240	\$21,460	46%
Telecommunications	\$23,000	\$3,781	\$3,000	\$4,103	\$10,884	\$12,116	53%
Printing and Postage	\$18,200	\$2,924	\$8,184	\$2,317	\$13,425	\$4,775	26%
Travel and Training	\$60,000	\$6,555	\$1,297	\$509	\$8,362	\$51 <i>,</i> 638	86%
Dues/Memberships	\$14,170	\$2,259	\$891	\$261	\$3,411	\$10,759	76%
Equipment	\$18,000	\$0	\$3,061	\$26,206	\$29,267	-\$11,267	-63%
Office Supplies	\$12,000	\$1,732	\$1,749	\$1,411	\$4,892	\$7,108	59%
Publications	\$5 <i>,</i> 000	\$274	\$1,522	\$219	\$2,015	\$2 <i>,</i> 985	60%
Sponsorships	\$35,000	\$2,250	\$0	\$0	\$2,250	\$32 <i>,</i> 750	94%
Food & Beverages	\$7,000	\$1,947	\$1,834	\$2,079	\$5 <i>,</i> 860	\$1,140	16%
Meeting Rooms	\$500	\$0	\$0	\$0	\$0	\$500	100%
Non-Personnel Costs							
Purple Heart Highway (Task 1)	\$0	\$0	\$0	\$0	\$0	\$0	0%
Strategic Planning (Task 6)	\$5 <i>,</i> 000	\$0	\$0	\$0	\$0	\$5 <i>,</i> 000	100%
Travel Demand Model Consultant (Task 1)	\$10,000	\$0	\$0	\$0	\$0	\$10,000	100%
Miscellaneous Consulting (Task 1)	\$0	\$0	\$0	\$0	\$0	\$0	0%
Speaker Series (Task 3)	\$15,000	\$0	\$0	\$0	\$0	\$15,000	100%
Container Locator (Task 2)	\$15,000	\$0	\$0	\$1	\$1	\$14,999	100%
Total Non-Personnel Costs	\$522,970	\$79,196	\$61,344	\$74,094	\$214,635	\$308,335	59%
TOTAL	\$1,755,623	\$342,487	\$321,200	\$320,811	\$984,498	\$771,125	44%

Passthrough Grant Expenditures

					Amount	Amount Remaining		
	FY 2022 Budget	1st Quarter	2nd Quarter	3rd Quarter	Spent Year to Date	\$	%	
Rail Revolving Loan and Grant - Transload	\$531,162	\$0	\$0	\$531,162	\$531,162	\$0	0%	
BUILD Grant - Transload	\$10,442,393	\$4,784,398	\$2,534,078	\$2,655,231	\$9,973,706	\$468 <i>,</i> 688	4%	
Univeristy Ave Corridor Study (Task 4)	\$47,144	\$0	\$19,350	\$666	\$20,015	\$27,129	58%	

*Passthrough grant amounts bugeted in FY 2022 are less what was expended in previous fiscal years.



ISSUE: DMDC 2022 Debrief

REPORT: Update on MPO-related activities that took place during the May 11-13 Greater Des Moines Partnership DMDC trip.

BACKGROUND:

Representatives from the MPO staff and board took part in the Greater Des Moines Partnership's DMDC trip to Washington, D.C., and spoke with representatives of Iowa's congressional delegation about a number of priority projects. This agenda item is to provide an opportunity to report back highlights from the trip and discuss any follow-up actions.

RECOMMENDATIONS:

None. Report and discussion only.

STAFF CONTACT:

Dylan Mullenix, <u>dmullenix@dmampo.org</u> (515) 334-0075



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 May meeting.

RECOMMENDATIONS:

None. Report and discussion only.

STAFF CONTACT:

Todd Ashby, <u>tashby@dmampo.org</u> (515) 334-0075



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 May meeting.

RECOMMENDATIONS:

None. Report and discussion only.

STAFF CONTACT:

Todd Ashby, <u>tashby@dmampo.org</u> (515) 334-0075



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.

STAFF CONTACT:

Gunnar Olson, golson@dmampo.org (515) 334-0075



ISSUE: Des Moines Transload Facility

REPORT: Update regarding the Des Moines Transload Facility.

BACKGROUND:

Staff is continuing to work with Des Moines Industrial, LLC, to develop the Des Moines Transload Facility and will provide an update at the May meeting.

RECOMMENDATION:

None. Report and discussion only.

STAFF CONTACT:

Zach Young, <u>zyoung@dmampo.org</u> (515) 334-0075



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.

STAFF CONTACT:

Dylan Mullenix, <u>dmullenix@dmampo.org;</u> (515) 334-0075



ISSUE: Infrastructure Investment and Jobs Act Update

REPORT: Discussion regarding upcoming grant opportunities stemming from the Infrastructure Investment and Jobs Act/Bipartisan Infrastructure Law.

BACKGROUND:

With the passage of the Infrastructure Investment and Jobs Act (IIJA), also known as the Bipartisan Infrastructure Law (BIL), the US Department of Transportation has a number of upcoming funding opportunities that will be made available over the next several months. A running list of upcoming opportunities can be found at <u>https://www.transportation.gov/bipartisan-infrastructure-law/upcoming-notice-funding-opportunity-announcements-2022</u>.

Funding opportunities of note scheduled to be released in May include:

- Transit Oriented Development Pilot Program
- <u>Safe Streets and Roads for All Grant Program</u>
- Bridge Investment Program

Please contact MPO staff if you plan to apply for these programs and/or if you need any assistance with submitting applications.

RECOMMENDATION:

None. Report and discussion only.

STAFF CONTACT:

Dylan Mullenix, <u>dmullenix@dmampo.org</u> (515) 334-0075



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.

STAFF CONTACT:

Gunnar Olson, golson@dmampo.org; (515) 334-0075