

NOTICE OF MEETING

Des Moines Area Metropolitan Planning Organization (MPO)  
Transportation Technical Committee

9:30 a.m., May 4, 2023

Virtual Meeting

OR Dial 1-312-626-6799, Meeting ID: 890 559 757 21

TENTATIVE AGENDA

1. **Call To Order**
2. **VOTE: Approval of Agenda**
3. **VOTE: Approval of Meeting Minutes** ..... Page 2
  - Approve the April 6, 2023, meeting minutes.
4. **PRESENTATION: Low Salt Roadway Design** ..... Page 6
  - Representatives from Bolton & Menk will provide an overview of low salt roadway design solutions.
5. **REPORT and VOTE: FY 2024 Unified Planning Work Program and Budget Final Draft** ..... Page 7
  - Discussion on the final work program and budget for FY 2024; consider approval.
7. **REPORT: FFY 2024-2027 Transportation Improvement Program Development** ..... Page 8
  - Review of programmed projects and status reports for the *Federal Fiscal Year 2024-2027 Transportation Improvement Program*.
8. **REPORT: Charging & Fueling Infrastructure Discretionary Grant Program** ..... Page 9
  - Report on Charging and Fueling Infrastructure (CFI) Discretionary Grant Program
9. **REPORT: State Recreation Trail Funding Announcement** ..... Page 10
  - Report on State Recreational Trails (SRT) Upcoming Funding Round
10. **REPORT: Upcoming Events** ..... Page 11
11. **Other Non-Action Items of Interest to the Committee**
12. **Next Meeting Date – June 1, 2023, at 9:30 a.m.**
13. **Adjournment**

*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.*

May 2022  
Item No. 3

**ISSUE: Approval of Meeting Minutes**

VOTE: Consider approval of the April 6, 2023, MPO Technical Committee meeting minutes.

**BACKGROUND:**

The minutes of the April 6, 2023, MPO Technical Committee meeting is included on the following pages.

**RECOMMENDATION:**

Approve the minutes of the April 6, 2023, MPO Technical Committee meeting.

**STAFF CONTACT:**

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

## MEETING MINUTES

### Des Moines Area Metropolitan Planning Organization Transportation Technical Committee 9:30 a.m., Thursday, April 6, 2023

The MPO TTC held a virtual meeting at 9:30 a.m., April 6, 2023. Before the meeting, the MPO staff emailed agenda packets to the TTC representatives and posted the agenda at the MPO office on March 30, 2023.

#### **Representatives Present:**

John Dostart | City of Altoona  
Amy Quartell | City of Ankeny  
Mark Mueller | City of Ankeny  
John Horton | City of Bondurant  
Mitch Holtz | City of Carlisle  
Jeff May | City of Clive  
Rita Connor | City of Cumming  
Al Miller | Dallas County  
Jennifer Dakovich | City of Des Moines  
Michael Ludwig | City of Des Moines  
Steve Naber | City of Des Moines  
Luis Montoya | DART  
Matt Ahrens | City of Grimes  
Charlie Dissell | City of Indianola\*\*  
Dave Wilwerding | City of Johnston  
Madeline Sturms | City of Pleasant Hill  
Chelsea Huisman | City of Polk City  
Bret VandeLune | Polk County  
John Larson | City of Urbandale  
David Carroll | Warren County  
Rudy Koester | City of Waukee  
Karen Marren | City of West Des Moines  
Justin Ernst | City of Windsor Heights  
Julia Castillo | HIRTA  
Andy Loonan | IDOT

#### **Representatives Absent:**

Angie Schaffer | City of Elkhart  
Mike Hackett | Madison County \*\*  
Paul Green | City of Mitchellville  
Luke Parris | City of Norwalk  
Dave Herman | City of Van Meter  
Eric Petersen | City of West Des Moines  
Darla Hugaboom | FHWA  
Brian Belt | DSM International Airport  
Gerri Doyle | Federal Transit Administration\*  
\* Non-Voting, Advisory Representative  
\*\* Non-Voting, Associate Representative

#### **Staff Present:**

Todd Ashby | Executive Director  
Dylan Mullenix | Assistant Director  
Zach Young | Planning Manager  
Andrew Collings | Principal Planner  
Tracey Deckard | Office Manager  
Gunnar Olson | Communications and Strategy Mgr.  
Zhi Chen | Senior Planner  
Lucas Young | Senior Planner  
Carl Saxon | Senior Planner

#### **Others Present**

1. **Call to Order**  
TTC Chair recognized a quorum and called the April 6, 2023, meeting to order at 9:30 a.m.
2. **Approval of Agenda**  
**MOTION:** A motion was made by Mueller and seconded by Sturms to approve the MPO TTC's meeting agenda.  
**MOTION CARRIED UNANIMOUSLY**
3. **Approval of Meeting Minutes**  
**MOTION:** A motion was made by Sturms and seconded by Huisman to approve the MPO TTC March 2, 2023, meeting minutes.  
**MOTION CARRIED UNANIMOUSLY**
4. **FFY 2027 Surface Transportation Block Grant Program Funding Recommendation**  
Planning Manager presented. Recommend approval of the FFY 2027 Surface Transportation Block Grant Program Funding Recommendation.  
**MOTION:** A motion was made by May and seconded by Wilwerding to approve the FFY 2027 Surface Transportation Block Grant Program Funding Recommendation  
**MOTION CARRIED UNANIMOUSLY**
5. **FFY 2022 Excess Funding**  
Planning Manager presented. Recommend approval of the FFY 2022 Excess Funding recommendations.  
**MOTION:** A motion was made by Sturms and seconded by Mueller to approve the FFY 2022 Excess Funding Recommendation.  
**MOTION CARRIED UNANIMOUSLY**
6. **Comprehensive Safety Action Plan Request for Proposals**  
Planning Manager presented. Recommend approval of the Request for Proposals for Safe Street and Road for All Grant Comprehensive Safety Action.  
**MOTION:** A motion was made by Huisman and seconded by Mueller to approve the Request for Proposals for Safe Street and Road for All Grant Comprehensive Safety Action.  
**MOTION CARRIED UNANIMOUSLY**
7. **FFY 2022-2026 Passenger Transportation Plan Final Draft**  
Staff presented. Recommend approval of the FFY 2022-2026 Passenger Transportation Plan Final Draft.  
**MOTION:** A motion was made by Huisman and seconded by Dostart to approve the FFY 2022-2026 Passenger Transportation Plan Final Draft.  
**MOTION CARRIED UNANIMOUSLY**
8. **Charging & Fueling Infrastructure Discretionary Grant Program**  
Staff presented. Report and discussion only.
9. **EPA Climate Pollution Reduction Grant Opportunity**  
Staff presented. Report and discussion only.
10. **Priority Project List for Annual D.C. Trip**  
Staff reported. Report and discussion only.
11. **Upcoming Events**  
Information only.

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

None

**13. Next Meeting Date**

The next meeting will be held at 9:30 a.m., on Thursday, May 4, 2023.

**14. Adjournment**

The MPO TTC's April 6, 2023, meeting was adjourned at 10:07 a.m.

May 2023  
Item No. 4

**ISSUE: Low Salt Roadway Design**

PRESENTATION: Connie Fortin with Bolton & Menk will provide an overview of low salt roadway design solutions.

**BACKGROUND:**

Connie Fortin, Senior Project Manager with Bolton & Menk, will provide an overview of low salt design solutions.

**RECOMMENDATIONS:**

None. Presentation and discussion only.

**STAFF CONTACT:**

Zach Young, [zyoung@dmampo.org](mailto:zyoung@dmampo.org);  
(515) 334-0075

May 2023  
Item No. 5

**ISSUE: *Fiscal Year 2024 Unified Planning Work Program and Budget Final Draft***

REPORT and VOTE: Consider approval of the *FY 2024 Unified Planning Work Program* and budget.

**BACKGROUND:**

MPO staff has developed the *Fiscal Year 2024 Unified Planning Work Program* (FY 2024 UPWP) and budget, which documents all planning activities the MPO will perform from July 1, 2023, through June 30, 2024. The MPO Technical Committee and Executive Committee voted to send the draft FY 2024 UPWP to the Iowa Department of Transportation (DOT) at their March meetings. The MPO must submit the final UPWP to the Iowa DOT by June 1, 2023.

[A copy of the draft FY UPWP and budget is available on the MPO website \(click to access\).](#)

Updates made to the final FY 2024 UPWP include the following:

- Per Iowa DOT's recommendation, added Planning Emphasis Areas to the Requirements section, and noted which emphasis areas are addressed in the Planning Activities section.
- Per Iowa DOT's recommendation, added Complete Streets Policy update and Complete Streets Prioritization Plan into Task 2a.
- Per Iowa DOT's recommendation, noted that Safe Streets for All funds shown in Table 1 and Table 10 will not be part of the planning agreement between the MPO and the Iowa DOT, as those funds will have their own agreement between FHWA and the MPO.
- Removed Watershed Management as an activity under Task 4.
- Removed staff supervision from the services the MPO provides to MIPA in Task 8.
- Reduced staff hours to the MIPA contract to account for dropping supervisor support.
- Updated Table 5's list of non-personnel costs to increase costs for ESRI software and telecommunications, and to decrease software costs, to be more consistent with actual costs observed in FY 2023.
- Updated the indirect rate and associated tables to reflect updates to Table 5.
- Removed cost for GreenIowa Americorps in Table 5.
- Increased summer intern hours.
- Updated Water Trails grant and match funds available to date in Table 2 and Table 11.

**RECOMMENDATION:**

Recommend approval of the *Fiscal Year 2024 Unified Planning Work Program and Budget*.

**STAFF CONTACT:**

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

May 2023  
Item No. 6**ISSUE: *Federal Fiscal Year 2024-2027 Transportation Improvement Program Development***

REPORT: Report on the process to develop the *Federal Fiscal Years 2024-2027 Transportation Improvement Program*.

**BACKGROUND:**

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.

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.

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 Draft FFY 2024-2027 Project List will be provided prior to the May meeting.

**RECOMMENDATIONS:**

None. Report and discussion only.

**STAFF CONTACT:**

Zach Young, [zyoung@dmampo.org](mailto:zyoung@dmampo.org);  
(515) 334-0075



May 2023  
Item No. 7**ISSUE: Charging & Fueling Infrastructure Discretionary Grant Program**

REPORT: Report on 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.

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

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 cities, counties, local governments, and Tribes.

*This round of funding applications are due by May 30.*

A recording of FHWA's March 22<sup>nd</sup> [webinar on the program is available here](#) (Passcode: i#l2b6UV)

MPO staff has been working with member communities key EV staff to identify sites for Level 2 charger installations and will submit a regional grant application for this program.

**MPO staff has arranged a work session with MidAmerican Energy & Iowa Clean Cities Coalition that all jurisdictions are welcome to attend on May 4<sup>th</sup> from 11:30am – 1pm at the DMAMPO office. During this time, jurisdiction representatives and utility staff can work to determine ideal locations on specific sites as well as cost estimates for utility extensions, and more.**

MPO staff will provide an update on outcomes of the May 4<sup>th</sup> work session and progression of the grant application in May MPO Committee meetings.

**RECOMMENDATIONS:**

None. Report and discussion only.

**STAFF CONTACT:**

Allison van Pelt, [avanpelt@dmampo.org](mailto:avanpelt@dmampo.org);  
(515) 334-0075.

May 2023  
Item No. 8**ISSUE: SFY 2024 State Recreational Trails (SRT) Notice for Upcoming Grant Round**

REPORT: Report on State Recreational Trails (SRT) Upcoming Funding Round

**BACKGROUND:**

The State Recreational Trails (SRT) Upcoming Funding Round Notice was released in late April 2023.

The State Recreational Trails Program (SRT) and Federal Recreational Trails Program (FRT) provide funding opportunities for the establishment and improvement of recreational trails in Iowa. The SRT program aims to provide public access and enjoyment of recreational trails throughout the state, with funding available for acquisition, construction, or improvement of trails open to the public or those intended to be dedicated to public use upon completion. Eligible applicants include state and local government agencies, municipal corporations, counties, and non-profit organizations. However, private businesses and developers are not permitted to apply directly for funding from this program.

Similarly, the FRT program provides grants for recreational trails and trail-related projects, with funding intended for maintenance and restoration of existing trails, development of trailside and trailhead facilities, construction of new trails (with restrictions on federal lands), and acquisition of easements or property for trails. Additionally, the program permits operation of educational programs to promote safety and environmental protection related to trails, limited to 5 percent of a state's funds. Eligible applicants for FRT program funds include federal, state, and local government agencies, as well as private individuals and organizations, if co-sponsored by a government agency.

MPO staff will provide an update on program updates in May MPO Committee meetings.

**RECOMMENDATIONS:**

None. Report and discussion only.

**STAFF CONTACT:**

Carl Saxon, [csaxon@dmampo.org](mailto:csaxon@dmampo.org)  
(515) 334-0075

May 2023  
Item No. 9

**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.

[Designing and Operating Roads for the Aging Population](#) - May 24<sup>th</sup> 9-10:30am & 12-1:30pm via zoom

[Iowa's Defining Decade Field Day](#) – May 24th @ 1:30-3:30pm – Tesdell Farm – Slater, Iowa

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

[TRB Transportation Resilience 2023 – International Conference on Extreme Weather & Climate Change Challenges](#) – November 13-15<sup>th</sup> – 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.

**STAFF CONTACT:**

Allison van Pelt, [avanpelt@dmampo.org](mailto:avanpelt@dmampo.org);  
(515) 334-0075.