



# DES MOINES AREA MPO

## Policy Committee Meeting

April 20, 2023



# **APPROVAL OF AGENDA**

# April 20, 2023, Agenda



1. Call to Order
2. VOTE: Approval of Agenda
3. VOTE: Approval of Meeting Minutes
4. CONSENT and VOTE: Approval of the Financial Statement
5. PUBLIC COMMENT on MPO Actions
6. REPORT and VOTE: Line of Credit
7. REPORT and VOTE: Destination Iowa Grant
8. REPORT and VOTE: Indemnification Agreement
9. REPORT and VOTE: FFY 2027 STBG Program Funding Recommendation
10. REPORT and VOTE: Federal Fiscal Year 2022 Excess Funding
11. REPORT and VOTE: Comprehensive Safety Action Plan Request for Proposals
12. REPORT and VOTE: Passenger Transportation Plan Final Draft
13. REPORT and VOTE: Water Trails BUILD Grant Payment Approval
14. REPORT and VOTE: Approval Authority for Water Trails BUILD Grant Payments
15. REPORT: Mid-Iowa Planning Alliance (MIPA) Contract
16. REPORT: Charging & Fueling Infrastructure Discretionary Grant Program
17. REPORT: Policies and Procedures Manual and Employee Handbook Update
18. REPORT: Purple Heart Highway Update
19. REPORT: Water Trails Update
20. REPORT: Legislative Update
21. REPORT: Upcoming Events
22. Other Non-Action Items of Interest to the Committee
23. Next Meeting Date – May 18, 2023 – 4:00 p.m.
24. Adjournment

# **APPROVAL OF MEETING MINUTES**

# **APPROVAL OF THE FINANCIAL STATEMENT**

# March Financial Statement

- Finance Subcommittee has recommended updates to statement, including:
  - Budget information revised to match FY 2023 work program document
  - Credit card transactions included in vendor list
  - More detail in vendor list
  - Water trails information included
- Staff transitioning to use Denman bookkeeping services to do quarterly review
- Finance Subcommittee recommends approval of March statement

## Financial Statement Items

1. Statement of Financial Position
2. Budget vs. Actuals
3. Transaction List by Vendor
4. Water Trails Account Transaction List
5. Water Trails BUILD Grant Balance

# **PUBLIC COMMENT ON MPO ACTIONS**

# **WATER TRAILS LINE OF CREDIT**



# DESTINATION IOWA GRANT AGREEMENT

# INDEMNIFICATION AGREEMENT

# **FEDERAL FISCAL YEAR 2027 SURFACE TRANSPORTATION BLOCK GRANT PROGRAM FUNDING RECOMMENDATION**

# FFY 2027 STBG Program Funding Recommendation



- Targets for FFY 2027 STBG Funding were received in late February
  - STBG Target - \$16,090,000
- FFY 2027 request over \$39 million

# FFY 2027 STBG Program Funding Recommendation



- System Capacity
  - Grimes - SE 37th Street PCC Pavement Reconstruction (West) - \$400,000
  - Waukee - Alice's Road Replacement - \$600,000

# FFY 2027 STBG Program Funding Recommendation

- Major Reconstruction/Replacement
  - Altoona – 8<sup>th</sup> Street Reconstruction (Phase 2) - \$500,000
  - Ankeny – West First Street Widening and Improvements - Phase 2 - \$1,195,000
  - Bondurant – Grant Street South Realignment - \$250,000
  - Des Moines – Douglas Avenue Corridor Improvements - \$1,750,000
  - Des Moines – East Army Post Road Improvements - \$2,600,000
  - Johnston – IA 141 and Towner Drive Interchange - \$500,000
  - Polk County – NE 23<sup>rd</sup> Avenue/Easton Blvd - \$1,750,000
  - Urbandale – Douglas Parkway Preservation - \$500,000
  - West Des Moines – Ashworth Road Reconstruction and Reconfiguration - \$1,500,000

# FFY 2027 STBG Program Funding Recommendation

- System Optimization
  - Des Moines - Intelligent Transportation Systems Upgrade: Phase 6 - \$1,000,000
  - Pleasant Hill - University Ave and Sherrylynn Blvd Improvements - \$500,000
  - Warren County - County Highway G16 HMA Resurfacing - \$200,000
- Bridge Program
  - Des Moines - University Avenue Bridge Rehabilitation- \$1,250,000

# FFY 2027 STBG Program Funding Recommendation



- Transit Projects
  - DART – DART Bus Replacements and BCycle Station Replacement-  
\$1,500,000
- Other
  - MPO – TMA Program - \$95,000



# FFY 2027 STBG Program Funding Recommendation

Category	Minimum Target %	Maximum Target %	Minimum Target Allocation	Maximum Target Allocation	Awarded	Actual Target %
System Capacity	0%	30%	\$0	\$4,827,000	\$1,000,000	6.22%
Major Reconstruction/Replacement	25%	N/A	\$4,022,500	N/A	\$10,545,000	65.54%
System Optimization	15%	N/A	\$2,413,500	N/A	\$1,700,000	10.57%
Bridge Program	20%	N/A	\$3,218,000	N/A	\$1,250,000	7.77%
Transit	10%	N/A	\$1,609,000	N/A	\$1,500,000	9.32%

# **FEDERAL FISCAL YEAR 2022 EXCESS FUNDING**

# Federal Fiscal Year 2022 Excess Funding

- Staff determined that \$1,271,651 in excess STBG funding is available to award to projects currently listed in the last three years of the TIP

## FY 2022 Excess Funding

FFY 2021 Balance	-\$896,608
FFY 2022 Balance	\$2,168,259
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<b>FFY 2022 Excess Funding Available</b>	<b>\$1,271,651</b>

# Federal Fiscal Year 2022 Excess Funding

- Staff provided the Funding Subcommittee with a list of the eligible projects and the Subcommittee developed a recommendation for the excess funding at their March 9<sup>th</sup> meeting
- The following projects are recommended to received funding:
  - Ankeny - West First Street Widening and Improvements - Phase 2 - \$500,000
  - Des Moines - Douglas Avenue Corridor Improvements - \$500,000
  - Polk City - N. 3rd Street Reconstruction, Trail, and Overlay - \$271,651

# **COMPREHENSIVE SAFETY ACTION PLAN REQUEST FOR PROPOSALS**

# Comprehensive Safety Action Plan RFP



- Staff has developed the RFP for consultant services to develop the regions Comprehensive Safety Action plan
- This plan will make the MPO region eligible for SS4A implementation funding

# Comprehensive Safety Action Plan RFP



- Scope of Services include:
  - Task 1: Stakeholder & Public Engagement Process
  - Task 2: State of the Practice & Data Review
  - Task 3: Crash Data Analysis
  - Task 4: Countermeasure Toolbox
  - Task 5: Implementation Plan & Programs
  - Task 6: Safe Streets Visualization & Vision Zero Toolkit
  - Task 7: Comprehensive Safety Action Plan
  - Task 8: SS4A Implementation Grant

# Comprehensive Safety Action Plan RFP

- Tentative Schedule:

Activity	Date
Issue RFP	April 21, 2023
Proposal Deadline by 5:00 p.m. (CT)	May 12, 2023
Proposal Review by Consultant Selection Group	May 15-19, 2023
Consultant Interviews (virtual)	May 29- June 2, 2023
Approval from MPO Policy Committee	June 15, 2023
Award Contract	June 2023
MPO Policy Board Adopts CSAP	August 17, 2024
Apply for SS4A Implementation Grant	September 2024



# **FFY 2023-2027 PASSENGER TRANSPORTATION PLAN FINAL DRAFT**

# FFY 2023-2027 Passenger Transportation Plan Final

- IA DOT required plan – updated every 5 years
- Developed with Transportation Advisory Group guidance and input for MPO & CIRTPA region
- Priority Areas:
  - Clear & organized transportation information
  - Current and future externalities affecting mobility
    - COVID-19, funding, MCOs, etc.
  - Regional coordination
- Final draft to DOT due May 1



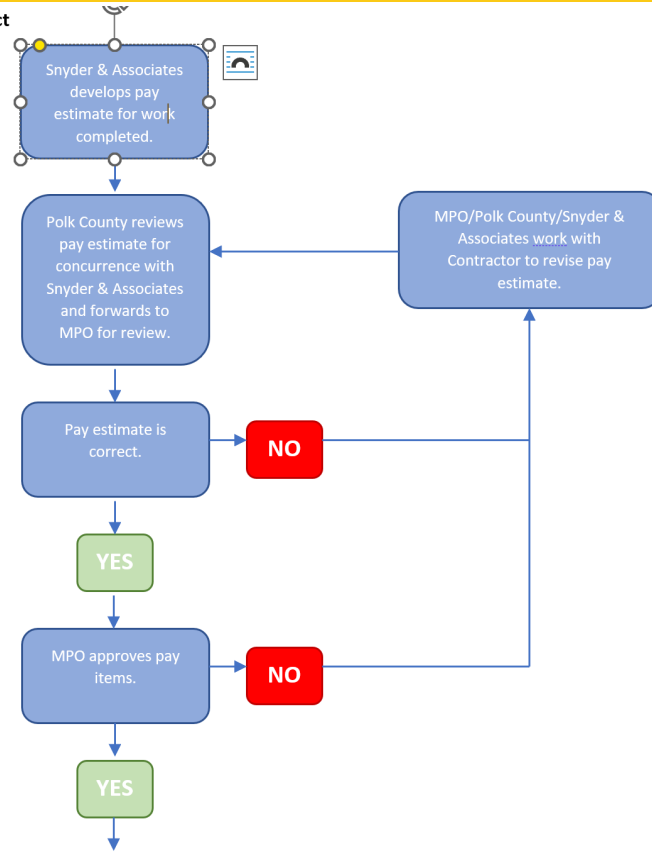
# **WATER TRAILS BUILD GRANT PAYMENT APPROVAL**

# Water Trails BUILD Grant Payment Approval

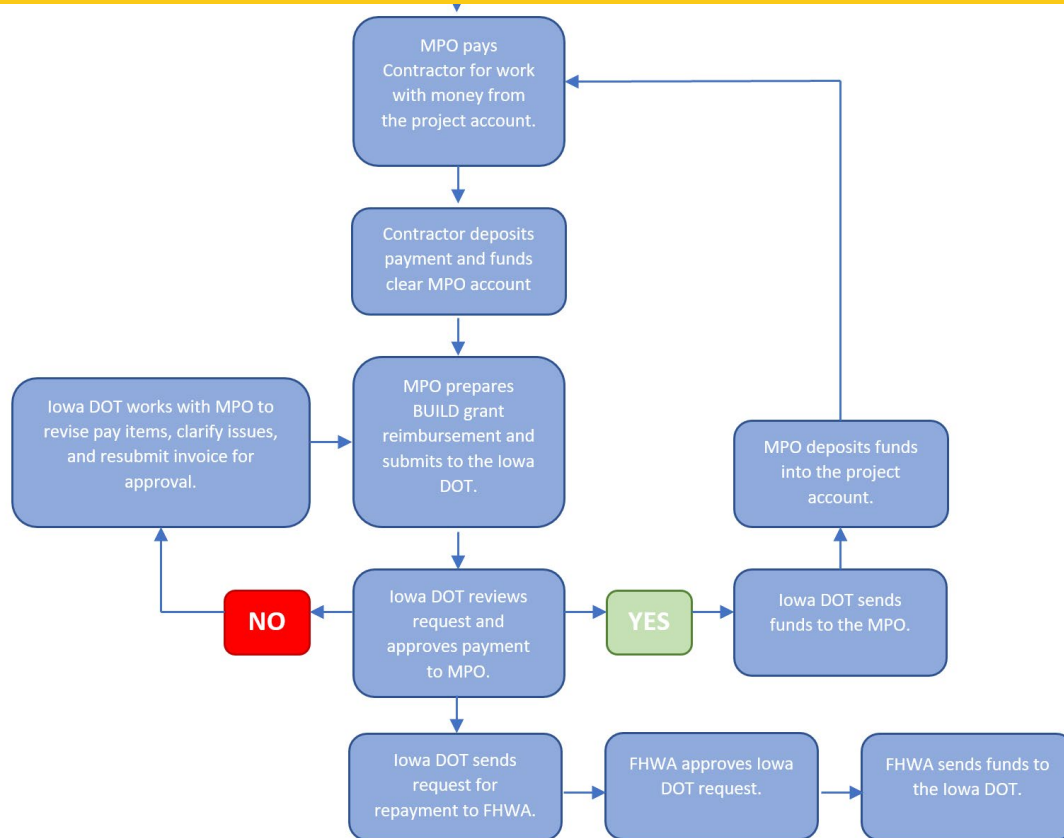
- Snyder & Associates has submitted the Application for Partial Payment No. 4
- The payment application has been reviewed by Polk County and has received their concurrence with the \$623,537.24 amount.
- This total includes \$58,911.69 in reimbursable expenses. The remaining \$484,166.03 is for stored materials. The MPO will not be able to submit reimbursement for these costs until the materials are used per Iowa DOT specifications.
- Recommend approval of Partial Payment No. 4

# Water Trails Reimbursement Process Flowchart

## Dam Mitigation and User Access Project Reimbursement Flowchart



# Water Trails Reimbursement Process Flowchart – Continued



# **APPROVAL AUTHORITY FOR WATER TRAILS BUILD GRANT PAYMENTS**

# Approval Authority for Water Trails BUILD Grant Payments

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- The Policy Committee does not have regularly scheduled meetings in March, July, or December. To ensure that the Water Trails payments are processed in a timely manner, staff is requesting that the Executive Committee have authority to approve payments in these months.
- Payments would still follow the same process as all other payments



# **MID-IOWA PLANNING ALLIANCE (MIPA) CONTRACT**

# Mid-Iowa Planning Alliance (MIPA) Contract

- Objective: discussion and direction on MPO's contract with MIPA to help finalize MPO FY 2024 budget, due to DOT June 1<sup>st</sup>.
- MPO/MIPA contract was entered into in April 2022. MPO provides the following to MIPA. Discussion about MIPA began in January 2020.
  - General office support including office space and back-office administrative support
  - Supervisory support to MIPA staff
  - Planning support from MPO planners
- Contract requires 60 days written notice by either party to terminate
- Full timeline of MIPA/EDD discussions and actions included in agenda link

# Mid-Iowa Planning Alliance (MIPA) Contract

- MPO/MIPA staff overview
  - MPO: 10 staff primarily focused on MPO/transportation activities
    - Each staff has some hours also to CIRTPA and MIPA to support those contract (8% of total staff hours to CIRTPA, 3% to MIPA).
  - MIPA: 2 staff focused exclusively on MIPA activities
    - One staff hired directly by MIPA
    - One staff hired by MPO for contracted housing assistance; staff person will transition to MIPA employment with housing contracts shifting from MPO to MIPA in FY 2024. Staff will continue to be paid exclusively with contracted funds (no MPO/DOT funds involved)

# Mid-Iowa Planning Alliance (MIPA) Contract

- Budget Impacts. Per the contract, MIPA pays the MPO for:
  - Personnel costs (salary and fringe) of the MPO staff hours used on MIPA activities
  - A proportion of the MPO office's overhead indirect costs
  - An administrative fee on MPO personnel costs charged to the contract
- For draft FY 2024 budget, this is a value of \$93,000.
  - With MIPA, projected end of FY 2024 balance is \$34,000
  - Without MIPA, projected end of FY 2024 balance is -\$59,000

# Mid-Iowa Planning Alliance (MIPA) Contract

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- **General office support**

- Office space
- Accounting, budgeting, and grant administration support
- Payroll and benefits administration
- Communications/public relations
- Other general administrative support

- Staff research:

- Contacted ISU Extension, DMACC, Grandview University, Community Foundation, and Story County about office space/admin support
- Investigated benefits and other back-office support transitioning away from MPO

- MIPA feedback:

- This aspect is most important part of existing contract
- Ideally would continue through the remaining 2 years of EDA planning grant
- Would like at least another year to work on transition; end of FY is too soon

# Mid-Iowa Planning Alliance (MIPA) Contract

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- **Planning support from MPO planners**
  - GIS/data analysis
  - Assist drafting studies/report
  - Public involvement
  - General advice and assistance to MIPA staff
- **MIPA feedback:**
  - This aspect of existing contract is of moderate importance; some contracts MIPA has assumed assistance from MPO
  - Would prefer to continue for another year

# Mid-Iowa Planning Alliance (MIPA) Contract

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- **Supervisory support to MIPA staff**
  - Annual reviews of MIPA staff
  - Hiring/firing in consultation with MIPA board
- MIPA feedback:
  - While nice, this aspect of existing contract is of least importance
  - Could do without starting in FY 24

# **CHARGING & FUELING INFRASTRUCTURE DISCRETIONARY GRANT PROGRAM**



# Charging & Fueling Infrastructure Discretionary Grant Program

- Notice of Funding Opportunity (NOFO) released in March 2023
  - \$700 million available this cycle, and \$2.5 billion over five years
- Eligible Fuels
  - Electric, Hydrogen, Natural Gas (Compressed, Liquified), Propane (limited to medium and heavy vehicles)
- Project Merit Criteria
  - Safety, Climate Change/Resilience/Sustainability, Equity/Community Engagement/Justice 40, Workforce Development/Job Quality/Wealth Creation, CFI Program Vision

# Charging & Fueling Infrastructure Discretionary Grant Program

- Two grants available
  - Community Charging and Fueling Grants (“Community Program”)
    - Prioritizes rural areas, low/moderate income neighborhoods, low private parking/high multiunit dwellings
    - Award size \$500,000 - \$15 million
    - May contract with a private entity
  - Alternative Fuel Corridor Grants (“Corridor Program”)
    - Projects must be along designated Alternative Fuel Corridors (AFC)
    - Award size \$1 million and above
    - Must contract with a private entity, who is responsible for all non-federal share
- 80% federal / 20% local
- Applications will be considered for both grant programs and may be awarded under both
- Applications due May 30, 2023

Figure 9: Iowa's AFCs



# Charging & Fueling Infrastructure Discretionary Grant Program

- Follow ups from Executive Committee meeting:
  - Met with Polk County staff to discuss and exchange
  - MPO staff meeting with cities over the next two weeks to discuss locations, requirements, and identify unanswered questions
    - Likely community meeting with Clean Cities Coalition & MidAm staff
    - MPO staff will be reaching out to community contacts to set date
  - MPO staff will bring item back in May with more details and final application for approval

# **POLICIES AND PROCEDURES MANUAL AND EMPLOYEE HANDBOOK UPDATE**

# Policies and Procedures Manual and Employee Handbook Update



- Documents presented last month to Executive Committee
- Handbook review committee formed
  - Legal counsel has reviewed handbook; committee will begin meeting soon
- Policies and Procedures Manual under legal review now
  - Finance Subcommittee will review financial-related policies and identify others needed
- Feedback from both committees expected in the coming months

# PURPLE HEART HIGHWAY UPDATE

# Purple Heart Highway



PHASE 1:  
Stakeholder Study  
and Action Plan

**Summer 2021 to  
Fall 2022**

PHASE 2:  
Pursue State and  
Federal Exemptions

**Fall 2022 to  
Fall 2024**

PHASE 3:  
Complete Analysis  
Required by FHWA

**TBD**

PHASE 4:  
Formally Request  
Designation

**Fall 2024**

# Feedback from ag stakeholders

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- Staff met with ag stakeholders in November and December.
- The stakeholders reconvened recently to discuss a possible path forward.
- We have been briefed on the takeaways:
  - *People are feeling positive about the interaction now versus previously.*
  - *Stakeholders are feeling less hesitant or oppositional.*
  - *This is not something ag stakeholders feel they need to advocate for, but not block.*
  - *Interest in Iowa DOT idea to explore a safety system for slow-moving vehicles.*
  - *Question about the permitted weight limits and how that would play into a federal weight exemption.*
  - *Interest in possibly convening a round-table at MPO to more broadly explore the issue of slow-moving vehicles in the region.*
- Waiting for ag stakeholders to reconvene and provide formal feedback.
- We have committed to them that we won't make a move without their "yellow light," aka proceed with caution.



# Early discussions with state lawmakers



- At their invitation, we have had two meetings with state lawmakers.
- Interest in the issue.
- Commitment to “doing this right,” and “walking, not running.”
- Support would be conditional on “yellow light” from ag stakeholders.
- Important to continue engaging with ag stakeholders.
- Action not likely this year.

# **WATER TRAILS UPDATE**

# Water Trails Update



## Work Completed Past Two Weeks:

- 10,000 tons of rip rap hauled from Plano, Iowa
- 1,200 tons of boulders hauled from Redwood Falls, MN
- Construction office set up and operational
- 100% completion of clearing and grubbing
- ICON installed construction - Camera installed on top of Eagle View Lofts

## Upcoming items:

- Continue to haul rock to storage sites
- Prepare dewatering plan and shoring plans for DNR
- In river modifications at Scott Avenue location







# Water Trails Line of Credit

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- ICON opened line of credit for \$15 million with Bankers Trust to cashflow construction
- Requesting approval for the MPO to be a co-signer on the line of credit with ICON because MPO holds construction contract
- MPO covered in liability per Sub Agreement 2 (approved x date)

# Destination Iowa Grant Agreement

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- Great Outdoors Foundation received a \$7 million Destination Iowa grant from Iowa Economic Development Administration (IEDA) for the water trails project.
- MPO must be a signatory on the grant because MPO holds the construction contract.
- Partnership agreement has been drafted between IEDA, Great Outdoors Foundation, and MPO
- Indemnification Agreement also drafted to remove any liability from the MPO

# Indemnification Agreement

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- MPO legal counsel, in consultation with legal counsel for Great Outdoors Foundation and ICON, drafted an Indemnification Agreement to remove any liability from the MPO as part of the IEDA Destination Iowa Grant.



# LEGISLATIVE UPDATE

# FY 2024 Budget Proposal/Appropriations

- President's budget proposal sent to Congress in March
- Congress now working on legislation
  - Earmark project considerations also in this process
- Final bill anticipated late summer/early fall



# UPCOMING EVENTS

# Upcoming Events



Full list in agenda packet:

- June 15th: Utilizing Utilities: Partners and Policies to Accelerate Adoption – Virtual @ 2:00 pm
- July 23-26<sup>th</sup>: TRB International Conference on Low Volume Roads – Cedar Rapids
- November 13-15th: TRB Transportation Resilience 2023 – International Conference on Extreme Weather & Climate Change Challenges – Washington, D.C.

# OTHER ITEMS OF INTEREST

# Updated logo for new MPO website

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- Policy Committee in August 2022 authorized a contract with Now Now Inc. to build a new website for the MPO, replacing its outdated site as recommended during quadrennial review.
- Digital assets including logo are being updated for the site.
- The new logo is designed to be “scale-able” to the various sizes needed for different devices.
- New logo was reviewed internally and with MPO Chair.





DES MOINES AREA

**MPO**

METROPOLITAN PLANNING ORGANIZATION



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