

NOTICE OF MEETING

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

9:30 a.m., March 7, 2024

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: FFY Approval of the Meeting Minutes** Page 2
 - Approve the February 1, 2024, meeting minutes.
4. **REPORT and VOTE: FFY 2024-2027 Transportation Improvement Program Amendments** Page 6
 - Report on FFY 2024-2027 Transportation Improvement Program amendments from the Iowa Department of Transportation (DOT); consider approval.
5. **REPORT and VOTE: Scott Avenue Dam Mitigation Change Order #1**..... Page 8
 - Report on a Change Order #1 to the Scott Avenue Dam Mitigation project estimated at \$1,000; consider approval.
6. **REPORT and VOTE: Draft FY 2025 Unified Planning Work Program and Budget** Page 9
 - Report on the draft work plan and budget for FY 2025; consider approval.
7. **REPORT and OPTIONAL VOTE: StreetLight Data** Page 10
 - Discussion regarding a request to subscribe to StreetLight Data software; consider approval.
8. **REPORT and OPTIONAL VOTE: Mobilizing Tomorrow: Employment, Housing Unit, and Population Projections**..... Page 11
 - Consider approval of the employment, housing unit, and population projections for the long-range transportation plan update.
9. **REPORT: Community Projects Funding** Page 12
 - Applications are being solicited from the offices of Iowa's 1st and 3rd congressional districts.
10. **REPORT: FFY 2025-2028 Transportation Improvement Program Development** Page 13
 - Report on the FFY 2025-2028 Transportation Improvement Program Schedule.
11. **REPORT: Upcoming Events** Page 14
12. **Other Non-Action Items of Interest to the Committee**
13. **Next Meeting Date – Monday, April 1, 2024, at 9:30 a.m.**
14. **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/ or call 515-334-0075.

March 2023
Item No. 3

ISSUE: Approval of Meeting Minutes

VOTE: Consider approval of the February 1, 2024, MPO Technical Committee meeting minutes.

BACKGROUND:

The minutes of the February 1, 2024, MPO Technical Committee meeting are included on the following pages.

RECOMMENDATION:

Approve the minutes of the February 1, 2024, MPO Technical Committee meeting.

STAFF CONTACT:

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

MEETING MINUTES

Des Moines Area Metropolitan Planning Organization Transportation Technical Committee

9:30 a.m., Thursday, February 1, 2024

The MPO TTC held a virtual meeting at 9:30 a.m., February 1, 2024. Before the meeting, the MPO staff emailed agenda packets to the TTC representatives and posted the agenda at the MPO office on January 26, 2024.

Representatives Present:

John Dostart | City of Altoona
Amy Quartell | City of Ankeny
Mark Mueller | City of Ankeny
John Horton | City of Bondurant
Jeff May | City of Clive
John A Davis | City of Des Moines
Steve Naber | City of Des Moines
Mike Ludwig | City of Des Moines
Luis Montoya | DART
Tony Filippini | DART
Matt Ahrens | City of Grimes
Madeline Sturms | City of Pleasant Hill
Mike Schulte | City of Polk City
Aaron Putnam | Polk County
John Larson | City of Urbandale
Tim Hill | Warren County
Rudy Koester | City of Waukee
Eric Petersen | City of West Des Moines
Karen Marren | City of West Des Moines
Shelby Ebel | Iowa DOT

Representatives Absent:

Mitch Holtz | City of Carlisle
Rita Connor | City of Cumming**
Murray McConnell | Dallas County
Angie Schaffer | City of Elkhart**
Charlie Dissell | City of Indianola**
Dave Wilwerding | City of Johnston
Mike Hackett | Madison County
Paul Green | City of Mitchellville
Luke Parris | City of Norwalk
Dave Herman | City of Van Meter**
Justin Ernst | City of Windsor Heights
Julia Castillo | HIRTA
Kevin Foley | DSM International Airport *
Darla Hugaboom | FHWA*
Gerri Doyle | Federal Transit Administration*
* Non-Voting, Advisory Representative
** Non-Voting, Associate Representative

Staff Present:

Dylan Mullenix | Interim Executive Director
Zach Young | Planning Manager
Andrew Collings | Principal Planner
Gunnar Olson | Public Affairs Manager
Tracey Deckard | Office Manager
Zhi Chen | Senior Planner
Carl Saxon | Senior Planner

Others Present

Clifford Leonard | Public

1. Call to Order

TTC Chair recognized a quorum and called the February 1, 2024, meeting to order at 9:32 a.m.

2. Approval of Agenda

MOTION: A motion was made by Koester and seconded by May to approve the MPO TTC's meeting agenda.

MOTION CARRIED UNANIMOUSLY

3. Approval of Meeting Minutes

MOTION: A motion was made by Dostart and seconded by Mueller to approve the MPO TTC January meeting minutes.

MOTION CARRIED UNANIMOUSLY

4. Election of Calendar Year 2024 Officers

Interim Executive Director- Dylan Mullenix presented. Recommend approval of the Nominating Committee's recommendation for CY 2024 Transportation Technical Committee Chair and Vice-Chair positions.

The Nomination Committee recommended the following:

Luis Montoya, DART- Chair

John Dostart, Altoona – Vice-Chair

MOTION: A motion was made by May and seconded by Koester to approve the CY 2024 Transportation Technical Committee Chair and Vice-Chair positions.

MOTION CARRIED UNANIMOUSLY

[Mike Ludwig arrives 9:39 a.m.]

5. Iowa DOT 2020-2024 Safety Performance Targets (PM1)

Senior Planner, Zhi Chen presented. Recommend approval the Iowa DOT's 2020-2024 safety performance targets.

MOTION: A motion was made by Montoya and seconded by Koester to approve the Iowa DOT's 2020-2024 safety performance targets.

MOTION CARRIED UNANIMOUSLY

6. Mobilizing Tomorrow- Employment, Housing Unit, and Population Projections

Projects Manager, Zach Young presented. Recommend approval of the employment, housing unit and population projections for the long-range transportation plan. Discussion ensued. No vote, committee members requested additional time to review population projections. To be brought back next month.

7. FFY 2028 Surface Transportation Block Grant Program Applications

Projects Manager, Zach Young presented. Discussion regarding applications submitted for FY 2028 Surface Transportation Block Grant Program (STBG) funding.
Report and discussion only.

8. FFY 2028 Surface Transportation Block Grant Alternatives Program Applications

Senior Planner, Carl Saxon presented. Discussion regarding applications submitted for FY 2028 Surface Transportation Block Grant Alternatives Program (STBG- TAP) funding.
Report and discussion only.

9. Fiscal Year 2025 Unified Planning Work Program and Budget Development

Interim Executive Director, Dylan Mullenix presented. Discussion of the process to develop the next work program and budget.
Report and discussion only.

10. **DC List**
Public Affairs Manager, Gunnar Olson presented. Development of DC List and request for information from members.
Report and discussion only.
11. **Executive Director Search**
Public Affairs Manager, Gunnar Olson presented. Report on search and hiring process for a new Executive Director.
Report and discussion only.
12. **Upcoming Events**
Information only.
13. **Other Non-Action Items of Interest to the Committee**
The Public Affairs Manager reminded Committee members to use GovDelivery and to update information to ensure the agendas and notices are received.
The Interim Executive Director advised that he would be reaching out to new members for MPO orientation.
The Planning Manager advised that the LRTP solicitation was sent out and if not received please contact him.
14. **Next Meeting Date**
The next meeting will be held at 9:30 a.m., on Thursday, March 7, 2024.
15. **Adjournment**
The MPO TTC's February 1, 2024, meeting was adjourned at 10:13 a.m.

March 2024
Item No. 4

ISSUE: FFY 2024-2027 Transportation Improvement Program Amendments

REPORT and VOTE: Consider approval of the amendments to *Federal Fiscal Year 2024-2027 Transportation Improvement Program*.

BACKGROUND:

The Iowa Department of Transportation (DOT) has requested the following amendment to the *FFY 2024-2027 Transportation Improvement Program*:

Sponsor: Iowa Department of Transportation (DOT)
Project: I-80: University Ave to N of Douglas Ave (Item 48464)
Federal Aid Amount: \$89,810,100
Total Cost: \$99,798,000
Type of Funding: NHPP, PRF
Change: Increase total project cost to \$111,442,454

Sponsor: City of Des Moines
Project: SE Connector from 30th St to US 65 (Item 39393)
Federal Aid Amount: \$11,284,000
Total Cost: \$58,000,000
Type of Funding: STBG
Change: Add \$34,000,000 INFRA grant to funding

Sponsor: Polk County
Project: BR 667 (Item 40199)
Federal Aid Amount: \$550,000
Total Cost: \$800,000
Type of Funding: STBG
Change: Add project to FY 2024-2027 TIP

Sponsor: Polk County
Project: NE 23rd Avenue (Item 45901)
Federal Aid Amount: \$3,250,000
Total Cost: \$5,950,000
Type of Funding: STBG
Change: Add project to FY 2024-2027 TIP

Sponsor: Polk County
Project: BR 6668 (Item 45918)
Federal Aid Amount: \$500,000
Total Cost: \$900,000
Type of Funding: STBG
Change: Add project to FY 2024-2027 TIP

Sponsor: Polk County
Project: BR 3618 (Item 35971)
Federal Aid Amount: \$350,000
Total Cost: \$550,000
Type of Funding: STBG
Change: Add project to FY 2024-2027 TIP

RECOMMENDATIONS:

Recommend approval of the proposed *Federal Fiscal Year 2024-2027 Transportation Improvement Program* amendments.

STAFF CONTACTS:

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

March 2024
Item No. 5

ISSUE: Scott Avenue Dam Mitigation Change Order #1

REPORT and VOTE: Consider approval of the Change Order #1 to the Scott Avenue Dam Mitigation project.

BACKGROUND:

Snyder and Associates has identified a change order to the Scott Avenue Dam Mitigation project. This change order is minimal in nature and is related to some crack repair to the dam infrastructure that was not included in the original contract. The description of the change is as follows:

"Dam Step Expansion Joint" Add contract item for 2 EA. Estimate Reference Information to read, "Install expansion joint in the dam step concrete over existing vertical cracks in the dam at locations directed by the Engineer. An expansion joint shall be installed in accordance with Detail Eon sheet D.44 of the plans. Item includes all material and labor necessary to install the expansion joint including smooth dowels, water stop, expansion joint filler material, and joint sealant."

There are two crack locations, and the repair is estimated to cost \$1,000. Staff will provide an overview of the proposed change order at the March meeting.

RECOMMENDATIONS:

Recommend approval of the Change Order #1 to the Scott Avenue Dam Mitigation project.

STAFF CONTACTS:

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(515) 334-0075

March 2024
Item No. 6

ISSUE: Draft *Fiscal Year 2025 Unified Planning Work Program* and Budget

REPORT and VOTE: Consider approval of the draft work program and budget for FY 2025.

BACKGROUND:

MPO staff has drafted the *Fiscal Year 2025 Unified Planning Work Program* (FY 2025 UPWP) and budget, which documents all planning activities the MPO will perform from July 1, 2024, through June 30, 2025. 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 Iowa DOT requires the MPO to submit a draft UPWP by April 1, 2024, and a final UPWP by June 1, 2024.

The MPO staff has asked for input from member governments and participating agencies on planning tasks for FY 2025 throughout the development of the UPWP and has incorporated feedback received.

MPO staff reviewed an initial draft budget at the February 5, 2024, Finance Subcommittee meeting and at the March 6, 2024, Executive Committee meeting. The MPO's committees will review and be asked to approve the draft document in March. Following approval, MPO staff will submit the document to the Iowa DOT, Federal Highway Administration, and Federal Transit Administration for their review. MPO staff will incorporate revisions suggested by the Iowa DOT, FHWA, and FTA, and then bring the updated UPWP back to the MPO committees in May for approval.

[The draft document is available on the MPO website for review \(click here to access\).](#)

RECOMMENDATION:

Approve the draft *FY 2025 Unified Planning Work Program* and budget.

STAFF CONTACT:

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

March 2024
Item No. 7**ISSUE: StreetLight Data**

REPORT and OPTIONAL VOTE: Consider a request for the MPO to subscribe to StreetLight Data software.

BACKGROUND:

Over the last few years, the MPO staff and members of the MPO's Transportation Technical Committee (TTC) have discussed the potential for using transportation/mobility analytics software to aid in transportation planning and engineering activities. Several companies offer transportation analytics platforms that provide such data on a subscription basis, each with their own unique approach in terms of data sources, analytical tools, specific data provided, and subscription models.

MPO staff have met with and viewed demonstrations from numerous companies over the years to better understand what products are available and how they might aid in the MPO's activities. In December 2023, two companies presented to the TTC about their services, after which MPO staff surveyed TTC members to determine if they were interested in pursuing a subscription with either.

One of the companies – StreetLight Data – stood out to MPO staff and TTC representatives. StreetLight Data offers a regional subscription which would allow the MPO to be the main customer yet provide data access for all the MPO member communities and those communities' consultants. StreetLight Data offers numerous modules for various use cases; the proposed subscription package includes data on personal vehicles and trucks, at an estimated cost of \$80,000 annually.

The draft *Fiscal Year 2025 Unified Planning Work Program* and Budget, discussed previously in this agenda, includes funding for transportation data services like StreetLight Data. If the MPO agrees to the request for StreetLight Data, staff requests the ability to subscribe now versus waiting until the beginning of the fiscal year. This way, the service may be used to update Mobilizing Tomorrow, the Goods Movement Study, and other planning efforts currently underway.

RECOMMENDATION:

MPO staff recommends procuring StreetLight Data for use by the MPO and its member communities effective immediately.

STAFF CONTACT:

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

March 2024
Item No. 8

ISSUE: Mobilizing Tomorrow: Employment, Housing Unit, and Population Projections

REPORT and OPTIONAL VOTE: Discussion regarding the employment, housing unit, and population projections for the long-range transportation plan update; consider approval.

BACKGROUND:

Staff had updated the employment, housing unit, and population projections for the update to the long-range transportation plan and presented these projections to the committee in February. Staff had arrived at these projections using updated Census figures along with the same methodology that was used in the previous plan update. Once approved, these projections will be used to develop the growth scenario and feed into the Transportation Demand Model.

[The draft projections are available on the MPO website \(click to access\).](#)

Staff provided an overview of the projections at the February meeting with the option to vote or allow the committee more time to review if they wanted. The committee opted to take more time to review the projections. Staff suggested that comments be provided by February 28, 2024.

Staff received comments from Bondurant, Pleasant Hill, and Norwalk. These members all felt that the projections were low for their communities. Staff also reached out to the Iowa DOT to get their feedback on the use of control totals. The Iowa DOT suggested the MPO continue to use an established source that comes up with their projections independently for use as a control total.

These projections reflect no changes since February.

RECOMMENDATIONS:

Recommend approval of the employment, housing unit, and population projections for the long-range transportation plan update.

STAFF CONTACT:

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

March 2024
Item No. 9

ISSUE: Community Projects Funding

REPORT: Application information from the offices of Iowa's 1st and 3rd congressional districts.

BACKGROUND:

Applications for Community Project Funding are now being accepted by the offices of Rep. Mariannette Miller-Meeks (1st District) and Rep. Zach Nunn (3rd District).

Miller-Meeks' Office (1st District) is collecting applications through an online form.

- FY2025 Community Project Funding Applications in District 1 can be submitted through this [ONLINE FORM](#).
- Please combine all letters of support into a single document and send the one document to IA01.CPF@mail.house.gov indicating the Project Name in the Subject of the email.
- The deadline to submit is 5 p.m. EST Friday, March 15.

Nunn's Office (3rd District) is collecting applications via email using a form in Microsoft Word.

- FY2025 Community Project Funding Applications in District 3 can be submitted by completing [THIS FORM](#) and emailing it to IA03NunnAppropriations@mail.house.gov.
- No deadline has been established at this time.

Staff from one or both the congressional offices will be on hand to answer any questions.

RECOMMENDATION:

None. Report only.

STAFF CONTACT:

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

March 2024
Item No. 10

ISSUE: FFY 2025-2028 Transportation Improvement Program Development

REPORT: Report on the process to develop the *Federal Fiscal Years 2025-2028 Transportation Improvement Program*.

BACKGROUND:

The Federal Highway Administration (FHWA) requires that the MPO annually develop a four-year Transportation Improvement Program (TIP) that details the use of federal funds for transportation projects in the Metropolitan Planning Area.

The MPO staff will begin working on the *Federal Fiscal Years 2025-2028 Transportation Improvement Program* (FFY 2025-2028 TIP) by providing each MPO member government and participating agency a listing of their current TIP projects and associated information from the Iowa Department of Transportation's Transportation Program Management System (TPMS) for review and update.

The MPO staff requests that member governments and agencies determine if projects currently programmed for FFY 2024 will receive FHWA authorization to proceed with development before October 1, 2024. If a project does not receive FHWA authorization before October 1, 2024, then the project will need to "roll-over" to a future year in the TIP.

The MPO staff distributes status reports to member governments that currently have projects programmed in the TIP. Over the coming months, staff will contact each of these member governments to discuss the details of their projects. Staff will distribute status reports in early April 2024.

RECOMMENDATIONS:

None. Report and discussion only.

STAFF CONTACTS:

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

March 2024
Item No. 11

ISSUE: Upcoming Events

REPORT: Report on upcoming events of regional interest.

BACKGROUND:

Below are upcoming events, trainings, and other opportunities of potential interest to TTC representatives.

Webinars

- [Emerging Practices for Local Approval of EV Charging Stations](#) – March 8
- [E-Scooter and Micromobility Safety Part II: Agency Case Studies](#) – March 13
- [Assessing Cool Corridor Heat Resilience Strategies for Human-Scale Transportation](#) – March 14
- [Quickly and Comprehensively Implementing a Major Shift in Transportation Design to Improve Safety and Encourage Active Transportation](#) – March 20
- [FHWA Iowa Division/Iowa DOT Discretionary Grant Administration Webinar](#) – March 20
- [How Clearer Thinking about Public Transit Can Enrich Our Communities and Our Lives](#) – March 21
- APA Sustainable Communities Division - Trails as Resilient Infrastructure (Link Pending) - March 22
- [DOT 2024 Climate Change Center Series: Transit-Oriented Development](#) - March 25
- [Tools and Strategies for Equitable Design](#) – March 27
- [Adaptive Trail Mobility Equipment and Programming 101](#) – April 11
- [Best Practices: Emergency Vehicle Access for Bicycle/Pedestrian Friendly Streets](#) – April 17
- [How Engagement Guides the Vision and Planning of a Community Wide Trail Network](#)- April 25
- [Working/Planning to Advance Transportation and Health Equity](#) - May 15
- [Equitable Data Analysis](#) – May 22

Events

- [ITE International Virtual Spring Conference](#) – March 19-20 – Virtual
- [League of American Bicyclists' National Bike Summit](#) – March 19-21 - Washington, DC
- [Professional TrailBuilders Association Sustainable Trails Conference](#) – March 19-21 – Lanier Islands, GA
- [Smart Growth America's Equity Summit](#) – March 27-28 – Washington, DC
- [Iowa Work Zone Safety Workshop](#) – March 21 or 28 – Ankeny, IA
- [Lifesavers Conference on Roadway Safety](#) – April 7-9 – Denver, CO
- [APA National Planning Conference](#) – April 13-16 – Minneapolis, MN
- [ITS America Conference & Expo](#) – April 22-25 – Phoenix, AZ
- [ISU Accessible Sidewalks and Curb Ramps Workshop](#) – April 30 – Ames, IA
- [NACTO Designing Cities Conference](#) – May 7-10 – Miami, FL
- [APA National Planning Conference Virtual](#) – May 8 - 10
- [TRB 2nd International Conference and Peer Exchange on Roadside Safety](#) – June 23-26 – Orlando, FL
- [ITE International Annual Meeting and Exhibit](#) – July 21-24 – Philadelphia, PA
- [Safe Routes to School National Conference](#) – October 22–24 – Fort Collins, C

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