

NOTICE OF MEETING

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

–
9:30 a.m., April 1, 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: Approval of the Meeting Minutes** Page 2
 - Approve the March 7, 2024, meeting minutes.
4. **PRESENTATION: Water Trails Update** Page 6
 - Report on implementing the regional water trails plan including the status of construction on the downtown water trails project.
5. **PRESENTATION: Comprehensive Safety Action Plan Update**..... Page 7
 - Report on the development of the region's Comprehensive Safety Action Plan (CSAP).
6. **REPORT and VOTE: Carbon Reduction Program Funding Recommendation**..... Page 8
 - Discussion on a recommendation for awarding Carbon Reduction Program funds; consider approval.
7. **REPORT and VOTE: Pavement Condition Data Collection** Page 9
 - Discussion regarding the use of Surface Transportation Block Grant funding to pay for pavement condition data collection; consider approval.
8. **REPORT: FFY 2025-2028 Transportation Improvement Program Development** Page 10
 - Report on the FFY 2025-2028 Transportation Improvement Program Schedule.
9. **REPORT: Active Transportation Infrastructure Investment Program** Page 11
 - Report on Notice of Funding Opportunity for the Active Transportation Infrastructure Investment Program.
10. **REPORT: Upcoming Events** Page 12
11. **Other Non-Action Items of Interest to the Committee**
12. **Next Meeting Date – May 2, 2024, 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/ or call 515-334-0075.

April 2024
Item No. 3

ISSUE: Approval of Meeting Minutes

VOTE: Consider approval of the March 7, 2024, MPO Technical Committee meeting minutes.

BACKGROUND:

The minutes of the March 7, 2024, MPO Technical Committee meeting are included on the following pages.

RECOMMENDATION:

Approve the minutes of the March 7, 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, March 7, 2024

The MPO TTC held a virtual meeting at 9:30 a.m., March 7, 2024. Before the meeting, the MPO staff emailed agenda packets to the TTC representatives and posted the agenda at the MPO office on March 1, 2024.

Representatives Present:

John Dostart | City of Altoona
Mark Mueller | City of Ankeny
John Horton | City of Bondurant
Mitch Holtz | City of Carlisle
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
Dave Wilwerding | City of Johnston
Ryan Marquardt | Madison County
Luke Parris | City of Norwalk
Madeline Sturms | City of Pleasant Hill
Mike Schulte | City of Polk City
Aaron Putnam | Polk County
John Larson | City of Urbandale
Andy Cass | City of Waukee
Eric Petersen | City of West Des Moines
Julia Castillo | HIRTA

Representatives Absent:

Amy Quartell | City of Ankeny
Rita Connor | City of Cumming**
Murray McConnell | Dallas County
Angie Schaffer | City of Elkhart**
Charlie Dissell | City of Indianola**
Paul Green | City of Mitchellville
Dave Herman | City of Van Meter**
Tim Hill | Warren County
Karen Marren | City of West Des Moines
Justin Ernst | City of Windsor Heights
Shelby Ebel | Iowa DOT
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 | Executive Director
Zach Young | Project Manager
Andrew Collings | Principal Planner
Gunnar Olson | Public Affairs Manager
Tracey Deckard | Office Manager
Zhi Chen | Senior Planner
Carl Saxon | Senior Planner

Others Present

Marcus Coenen | FHU
Tony Chavez | Rep. Nunn's Office
Ashlee Bierworth | Rep. Miller-Meeks Office

1. **Call to Order**

TTC Chair recognized a quorum and called the March 7, 2024, meeting to order at 9:32 a.m.

2. **Approval of Agenda**

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

MOTION CARRIED UNANIMOUSLY

3. **Approval of Meeting Minutes**

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

MOTION CARRIED UNANIMOUSLY

[Mike Ludwig joins meeting 9:35 a.m.]

ITEM 9 MOVED UP ON AGENDA DUE TO GUEST SCHEDULING:

9. **Community Projects Funding**

Staff introduced Tony Chavez from Representative Nunn's office and Ashlee Bierworth from Rep. Miller-Meeks Office. Information was provided regarding applications for Community Project Funding, Report and discussion only.

4. **FFY 2024-2027 Transportation Improvement Program Amendments**

Projects Manager- Zach Young presented. Recommend approval of the amendments to the FFY 2024-2027 Transportation Improvement Program from the Iowa DOT, City of Des Moines and Polk County.

MOTION: A motion was made by Larson and seconded by Sturms to approve the

MOTION CARRIED UNANIMOUSLY

5. **Scott Avenue Dam Mitigation Change Order #1**

Projects Manager-Zach Young presented. Recommend approval of Change Order #1 to the Scott Avenue Dam Mitigation to repair cracks, estimated to cost \$1000.00.

MOTION: A motion was made by Dostart and seconded by Mueller to approve Change Order #1 to the Scott Avenue Dam Mitigation project.

MOTION CARRIED UNANIMOUSLY

6. **Fiscal Year 2025 Unified Planning Work Program and Budget Development**

Executive Director, Dylan Mullenix presented. Recommend approval of the draft work program and budget for FY 2025.

MOTION: A motion was made by Davis and seconded by Sturms to approve the draft FY 2025 Unified Planning Work Program and Budget.

MOTION CARRIED UNANIMOUSLY

7. **StreetLight Data**

Executive Director, Dylan Mullenix presented. Recommend approval for the MPO to subscribe to StreetLight Data software for use by the MPO and member communities effective immediately.

MOTION: A motion was made by Davis and seconded by Nabers to approve the subscription to StreetLight Data software for use by the MPO and member communities effective immediately.

MOTION CARRIED UNANIMOUSLY

8. **Mobilizing Tomorrow: Employment, Housing Unit, and Population Projections,**
Project Manager, Zach Young presented. Consider approval of the employment, housing unit, and population projections for the long range transportation plan update. Discussion ensued.
MOTION: A motion was made by Davis and seconded by Ludwig to approve the employment, housing unit, and population projections for the long-range transportation plan update. Sturms, Pleasant Hill, opposed.
MOTION CARRIED UNANIMOUSLY
9. **Community Projects Funding**
Moved up in the agenda.
10. **FFY 2024-2028 Transportation Improvement Program Development**
Project Manager, Zach Young presented. Report on the process to develop the Federal Fiscal Years 2025-2028 Transportation Improvement Program. Report and discussion only.
11. **Upcoming Events**
Senior Planner, Zhi Chen provided a report on upcoming events of regional interest. Information only.
12. **Other Non-Action Items of Interest to the Committee**
Public Affairs Manager, Gunnar Olson reminded the Committee members that the next TTC meeting will be held on April 1, 2024, which is a Monday. Projects Manager also reminded members to send in their LRTP project solicitations.
13. **Next Meeting Date**
The next meeting will be held at 9:30 a.m., on Monday, April 1, 2024.
14. **Adjournment**
The MPO TTC's March 7, 2024, meeting was adjourned at 10:41 a.m.

April 2024
Item No. 4

ISSUE: Update on Water Trails

PRESENTATION: Update on water trails including the status of construction on the downtown water trails project.

BACKGROUND:

Representatives from ICON Water Trails will provide an update on the progress being made to implement the regional water trails plan. The update will include an overview from Snyder and Associates on construction activities regarding the downtown water trails project.

RECOMMENDATION:

None. Report and discussion only.

STAFF CONTACT:

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

April 2024
Item No. 5

ISSUE: Comprehensive Safety Action Plan Update

PRESENTATION: Update regarding the development of the region's Comprehensive Safety Action Plan (CSAP).

BACKGROUND:

The MPO hired Toole Design Group in the fall of 2023 to develop the region's Comprehensive Safety Action Plan. This plan will identify safety concerns and provide safety countermeasures to address these issues and ultimately make the region eligible for up to \$50 million in implementation funding through the Safe Streets and Road for All (SS4A) grant program. The plan is being funded through a \$800,000 SS4A grant with a \$200,000 local match from the MPO.

A representative from Toole Design will provide an overview of the planning process to date, then offer a summary of the crash-data findings that have been collected as part of the initial phase of the study.

RECOMMENDATION:

None. Report and discussion only.

STAFF CONTACT:

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

April 2024
Item No. 6

ISSUE: Carbon Reduction Program Funding Recommendation

REPORT and VOTE: Discussion on a recommendation for awarding Carbon Reduction Program funds.

BACKGROUND:

The Bipartisan Infrastructure Law established the Carbon Reduction Program (CRP) in [23 U.S.C. 175](#), which provides funds for projects designed to reduce transportation emissions. Staff plans to run the CRP funding process concurrently with the Surface Transportation Block Grant (STBG) process. The MPO has approximately \$9.1 million in CRP funds to allocated to projects and the board previously discussed waiting until the LRTP is finished to strategically look at how to award the CRP funding.

Last year staff submitted a Charging and Fueling Infrastructure Grant to fund electric vehicle charging stations across the region. Unfortunately, the grant was not awarded. Staff proposes using \$4 million of the MPO's Carbon Reduction Program funds to cover the cost of these projects.

RECOMMENDATION:

Recommend to the Funding Subcommittee to award Carbon Reduction Program funding to cover the projects submitted as part of the Charging and Fueling Infrastructure grant.

STAFF CONTACT:

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

April 2024
Item No. 7

ISSUE: Pavement Condition Data Collection

REPORT: Report and discussion regarding the use of Surface Transportation Block Grant funding to pay for pavement condition data collection.

BACKGROUND:

The Iowa Department of Transportation (DOT) collects pavement condition data for all paved roads every fourth year, with the option for locals to “opt in” and purchase data for the second year. In recent years, the MPO has opted in and purchased the data on behalf of the MPO members.

Pavement data is an important data input for the MPO and MPO member governments for their pavement-management software, pavement-maintenance programs, and performance measurements.

The Iowa DOT has reached out to MPO staff regarding the MPO’s interest in opting-in on the off-cycle data collection as part of the FFY 2025-2028 TIP development. Staff is working with the Iowa DOT to determine costs and will present this information at the April meeting.

RECOMMENDATION:

Recommend to the Funding Subcommittee to use STBG funding to pay for pavement data.

STAFF CONTACT:

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

April 2024
Item No. 8

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

April 2024
Item No. 9

ISSUE: Active Transportation Infrastructure Investment Program

REPORT: Report and discussion on a Notice of Funding Opportunity for the Active Transportation Infrastructure Investment Program (ATIIP).

BACKGROUND:

Funds made available for FY 2023 for ATIIP are to be awarded on a competitive basis to construct eligible projects to provide safe and connected active transportation facilities in an active transportation network or active transportation spine.

There will be \$45 million of funding available, of which \$3 million will be set aside for planning and design grants. Construction grants must have a total project cost of at least \$15 million; planning and design grants total project cost of at least \$100,000.

The Federal Highway Administration will host a webinar at 10 a.m. Tuesday, April 9. Applications are due Monday, June 17, 2024.

[More information about the grant program is available on the FWHA's website \(click to access\).](#)

RECOMMENDATION:

None. Report and discussion only.

STAFF CONTACT:

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

April 2024
Item No. 10

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.

Webinars

- [How rural and frontier communities can develop and implement *fiscally sustainable* transportation and land-use policies and plans](#) – April 9
- [Adaptive Trail Mobility Equipment and Programming 101](#) – April 11
- [Innovations in Pavement Webinar](#) – April 16
- [Best Practices: Emergency Vehicle Access for Bicycle/Pedestrian Friendly Streets](#) – April 17
- [Building Culture and Community Through Safe Routes to School](#) – April 17
- [How to foster collaboration between land use, housing, transportation, and economic development champions](#) – April 23
- [Community Driven: How Engagement Guides the Vision and Planning of a Community Wide Trail Network-](#)
April 25
- [Intermodal Freight Decarbonization](#) – April 26
- [Working/Planning to Advance Transportation and Health Equity](#) - May 15
- [Equitable Data Analysis](#) – May 22
- [Climate Adaptation and Resilience in Transportation](#) – May 30
- [Grants for Trails: Finding, Applying, and Managing](#) – July 18

Events

- [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, CO

RECOMMENDATION:

None. Report and discussion only.

STAFF CONTACT:

Zhi Chen, zchen@dmampo.org
(515) 334-0075