

NOTICE OF MEETING

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

-

9:30 a.m., May 2, 2024

Virtual Meeting

Zoom Meeting ID: 890 559 757 21. Or Dial 1-312-626-6799.

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TENTATIVE AGENDA

1. Call To Order
2. VOTE: Approval of Agenda
3. VOTE: Approval of the Meeting Minutes Page 2
 - Approve the April 1, 2024, meeting minutes.
4. PRESENTATION: Polk County Project Updates..... Page 6
 - Polk County staff will present on various projects.
5. REPORT AND VOTE: FY 2025 Unified Planning Work Program & Budget Final Draft..... Page 7
 - Report and discussion regarding the FY 2025 UPWP and budget; consider approval.
6. REPORT: Mobilizing Tomorrow Update Page 8
 - Report on the update to Mobilizing Tomorrow, the MPO’s long-range transportation plan.
7. REPORT and OPTIONAL VOTE: Carbon Reduction Program Funding Process..... Page 9
 - Discussion of an award process for Carbon Reduction Program funding; consider approval.
8. REPORT: Available Funding Opportunities..... Page 10
 - Report on available state and federal funding programs.
9. REPORT: Upcoming Events Page 11
10. Other Non-Action Items of Interest to the Committee
11. Next Meeting Date – June 6, 2024, at 9:30 a.m.
12. 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.

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May 2024
Item No. 3

ISSUE: Approval of Meeting Minutes

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

BACKGROUND:

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

RECOMMENDATION:

Approve the minutes of the April 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, April 1, 2024**

The MPO TTC held a virtual meeting at 9:30 a.m., April 1, 2024. Before the meeting, the MPO staff emailed agenda packets to the TTC representatives and posted the agenda at the MPO office on March 29, 2024.

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
John A Davis | City of Des Moines
Steve Naber | City of Des Moines
Mike Ludwig | City of Des Moines
Luis Montoya | DART
Matt Ahrens | City of Grimes
Dave Wilwerding | City of Johnston
Matt Greiner | City of Johnston
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
Shelby Ebel | Iowa DOT

Representatives Absent:

Rita Connor | City of Cumming**
Murray McConnell | Dallas County
Angie Schaffer | City of Elkhart**
Charlie Dissell | City of Indianola**
Luke Parris | City of Norwalk
Ryan Marquardt | Madison County
Paul Green | City of Mitchellville
Dave Herman | City of Van Meter**
Karen Marren | City of West Des Moines
Justin Ernst | City of Windsor Heights
Bryan Belt | DSM International Airport *
Julia Castillo | HIRTA
Darla Hugaboom | FHWA*
Gerri Doyle | Federal Transit Administration*
* Non-Voting, Advisory Representative
** Non-Voting, Associate Representative

Staff Present:

Dylan Mullenix | Executive Director
Gunnar Olson | Public Affairs Manager
Tracey Deckard | Office Manager
Zhi Chen | Senior Planner
Carl Saxon | Senior Planner
Zach Young | Project Manager

Others Present

Stephanie Oppel | ICON
Monica Converse | ICON
Mitzi Alex | Toole Design
Carol Maher | Toole Design
Omar Peters | Toole Design
Tariq Shahadah | Toole Design
Josh Palic | FHU
Allison van Pelt | Polk County
Gabe Nelson | Snyder

1. **Call to Order**
TTC Chair recognized a quorum and called the April 1, 2024, meeting to order at 9:32 a.m.
2. **Approval of Agenda**
MOTION: A motion was made by Koester 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 Mueller and seconded by Koester to approve the MPO TTC March meeting minutes.
MOTION CARRIED UNANIMOUSLY
4. **Presentation: Water Trails Update**
Staff from ICON presented an update. Report only.
5. **Comprehensive Safety Action Plan Update**
Representative from Toole Design Group provided an update on Safe Streets and Road for All (SS4A) grant. Report only.
6. **Carbon Reduction Program Funding Recommendation**
Senior Planner Carl Saxon presented. Staff discussed possibility of awarding Carbon Reduction Program (CRP) funding to cover the projects submitted as part of the Charging and Fueling Infrastructure Grant. Discussion ensued and many questions were asked with several representatives expressing desire to not use CRP funds on electric vehicle charging infrastructure. The chair requested that staff get additional information and answers to the various questions. No vote was taken.
7. **Pavement Condition Data Collection**
Executive Director, Dylan Mullenix presented. Recommend to the Funding Subcommittee to use STBG funding to pay for pavement data.
MOTION: A motion was made by Davis and seconded by Mueller to approve using STBG funds to pay for pavement data.
MOTION CARRIED UNANIMOUSLY
8. **FFY 2025-2028 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.
9. **Active Transportation Infrastructure Investment Program**
Senior Planner, Carl Saxon presented. Report and discussion on a Notice of Funding Opportunity for the Active Transportation Infrastructure Investment Program (ATIIP). Report and discussion only.
10. **Upcoming Events**
Senior Planner, Zhi Chen provided a report on upcoming events of regional interest. Information only.
11. **Other Non-Action Items of Interest to the Committee**
Senior Planner, Zhi Chen advised of a research opportunity regarding validation of traffic volumes.
12. **Next Meeting Date**
The next meeting will be held at 9:30 a.m., on Thursday, May 2, 2024.

13. Adjournment

The MPO TTC's April 1, 2024, meeting was adjourned at 10:41 a.m.

May 2024
Item No. 4

ISSUE: Polk County Project Updates

PRESENTATION: Polk County staff will present on various projects.

BACKGROUND:

Polk County staff will provide updates on various projects of note with county involvement, including:

- Broadway Avenue Improvement Project
- Iowa Highway 141 and Northwest Towner Drive Interchange and Safety Improvements Project
- Easton Boulevard Reconstruction Project

RECOMMENDATION:

None. Presentation and discussion only.

STAFF CONTACTS:

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

May 2024
Item No. 5

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

REPORT and VOTE: Consider approval of the *Fiscal Year 2025 Unified Planning Work Program and budget*.

BACKGROUND:

MPO staff has developed the *Fiscal Year 2025 Unified Planning Work Program (FY 2025 UPWP)* and budget, which covers the year July 1, 2024, through June 30, 2025. The MPO Finance Subcommittee, Technical Committee, and Executive Committee approved the draft FY 2024 UPWP in March. The MPO must submit the final UPWP to the Iowa DOT by June 1, 2024.

MPO staff sent the draft UPWP to the Iowa DOT for review following the draft's approval in March. Updates made to the final FY 2025 UPWP based on the Iowa DOT's review were minor clarifications.

[A copy of the FY 2025 UPWP and budget final draft is available on the MPO website \(click to access\).](#)

RECOMMENDATION:

Recommend approval of the final *Fiscal Year 2025 Unified Planning Work Program and Budget*.

STAFF CONTACT:

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

May 2024
Item No. 6

ISSUE: *Mobilizing Tomorrow* Update

REPORT: Update regarding the development of *Mobilizing Tomorrow*, the MPO's long-range transportation plan.

BACKGROUND:

The MPO staff is in the process of updating the region's long-range transportation plan (LRTP). Staff will provide an update at the May meeting which will include:

- An overview of the submitted LRTP projects;
- Update on the growth scenario; and,
- Next steps in the update process.

The deadline to complete the LRTP update is November 2024.

RECOMMENDATIONS:

None. Report and discussion only.

STAFF CONTACT:

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

May 2024
Item No. 7

ISSUE: Carbon Reduction Program Funding Process

REPORT and OPTIONAL VOTE: Discussion regarding a process to award the remaining Carbon Reduction Program (CRP) funding to reduce transportation-related emissions.

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. The MPO has approximately \$9.1 million in CRP funds to allocate to projects. The Policy Committee previously discussed waiting until the update of the long-range transportation plan, *Mobilizing Tomorrow*, was complete to strategically look at how to award the CRP funding.

In April, the Policy Committee voted to award \$3.6 million in CRP funding to DART for bus replacements, thereby freeing up other dollars to address DART's near-term operational needs. This leaves approximately \$5.5 million in available CRP funding between FFY 2025 - 2028 to award to other eligible projects. The MPO receives approximately \$1.4 million in CRP funding annually. Staff will discuss potential options on a process to award the remaining CRP funds and get feedback from the committee on the best way to move forward.

Additional guidance from the Federal Highway Administration regarding CRP funds is [available here](#). Andrea White, Statewide Planning Coordinator with the Iowa DOT's Systems Planning Bureau, will be at the May TTC meeting to provide an overview of the CRP program and address any questions the committee may have regarding eligible projects and federal requirements.

RECOMMENDATION:

Recommend an option for moving forward with CRP award process and forward the recommendation to the Executive Committee.

STAFF CONTACT:

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

May 2024
Item No. 8

ISSUE: Available Funding Opportunities

REPORT: Update regarding available funding programs.

BACKGROUND:

Staff will provide a summary of funding opportunities that are currently available to member governments. Upcoming funding programs include:

- [Communities Taking Charge Accelerator Program](#) (May 20, 2024)
- [Strategic Innovation for Revenue Collection \(SIRC\) Program](#) (May 27, 2024)
- [Transportation Access Pilot Program](#) (June 7, 2024)
- [Active Transportation Infrastructure Investment Program \(ATIIP\)](#) (June 17, 2024)
- [State Recreational Trails Program](#) (July 1, 2024)
- [Low Carbon Transportation Materials \(LCTM\) Grant Program](#) (NOFO later this year)

RECOMMENDATION:

None. Report and discussion only.

STAFF CONTACT:

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

May 2024
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.

Webinars

- [Adapting to Changes in Concrete Materials and Mixtures](#) – May 7
- [Transportation electrification and smart growth in the U.S.](#) - May 14
- [Working/Planning to Advance Transportation and Health Equity](#) - May 15
- [Equitable Data Analysis](#) – May 22
- [Climate Adaptation and Resilience in Transportation](#) – May 30
- [Talking Traffic Webinar: Bicycle and Pedestrian Count Data Gathering and Reporting](#) – June 11
- [Pop-Up Traffic Calming and Placemaking for Small Urban and Rural Communities](#) – July 17
- [Grants for Trails: Finding, Applying, and Managing](#) – July 18
- [Roadway Safety for People Experiencing Homelessness](#) – July 24

Events

- [NACTO Designing Cities Conference](#) – May 7-10 – Miami, FL
- [APA National Planning Conference Virtual](#) – May 8 – 10 - Virtual
- [2024 US Vision Zero Academy](#) – May 20-24 – Washington, D.C.
- [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:

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(515) 334-0075