

NOTICE OF MEETING

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

9:30 a.m., June 6, 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 May 2, 2024, meeting minutes.
4. PRESENTATION: Comprehensive Safety Action Plan Update .....Page 5
  - Representatives from the consultant team will report on the development of the region’s Comprehensive Safety Action Plan (CSAP) focusing on the development of the high injury network.
5. PRESENTATION: DART Update.....Page 6
  - DART staff will provide an update on the planning process for achieving long-term stability.
6. REPORT and VOTE: FFY 2024-2027 Transportation Improvement Program Amendments .....Page 7
  - Report on FFY 2024-2027 Transportation Improvement Program amendments; consider approval.
7. REPORT AND VOTE: Draft FFY 2025-2028 Transportation Improvement Program .....Page 8
  - Report regarding the draft *Federal Fiscal Years 2025-2028 Transportation Improvement Program*; consider approval.
8. REPORT: Transportation Capital Improvement Program Update .....Page 9
  - Report on Transportation Capital Improvement Program (TCIP) update.
9. REPORT: Carbon Reduction Program Funding Process .....Page 10
  - Update on development of a process to award Carbon Reduction Program funding.
10. REPORT: Charging & Fueling Infrastructure Discretionary Grant Program ..... Page 11
  - Report on Charging and Fueling Infrastructure (CFI) Discretionary Grant Program
11. REPORT: Upcoming Events.....Page 12
12. Other Non-Action Items of Interest to the Committee
13. Next Meeting Date – July 11, 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/](http://www.dmampo.org/title-vi/) or call 515-334-0075.*

June 2024  
Item No. 3

**ISSUE: Approval of Meeting Minutes**

VOTE: Consider approval of the May 2, 2024, MPO TTC Committee meeting minutes.

**BACKGROUND:**

The minutes of the May 2, 2024, MPO Technical Committee meeting are included on the following pages.

**RECOMMENDATION:**

Approve the minutes of the May 2, 2024, 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, May 2, 2024**

The MPO TTC held a virtual meeting at 9:30 a.m., May 2, 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:**

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  
Al Miller | Dallas County  
John A Davis | City of Des Moines  
Steve Naber | City of Des Moines  
Luis Montoya | DART  
Matt Ahrens | City of Grimes  
Matt Greiner | City of Johnston  
Rose Schroder | City of Pleasant Hill  
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  
Dakin Schultz | FHWA\*  
Julia Castillo | HIRTA

**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**

Matt Myers | City of Ankeny  
Tony Filippini | DART  
Carol Maher | Public  
Andrea White | IDOT

**Representatives Absent:**

John Dostart | City of Altoona  
Rita Connor | City of Cumming\*\*  
Mike Ludwig | City of Des Moines  
Angie Schaffer | City of Elkhart\*\*  
Charlie Dissell | City of Indianola\*\*  
Dave Wilwerding | City of Johnston  
Luke Parris | City of Norwalk  
Ryan Marquardt | Madison County  
Paul Green | City of Mitchellville  
Mike Schulte | City of Polk City  
Dave Herman | City of Van Meter\*\*  
Justin Ernst | City of Windsor Heights  
Shelby Ebel | Iowa DOT  
Bryan Belt | DSM International Airport \*  
Gerri Doyle | Federal Transit Administration\*  
\* Non-Voting, Advisory Representative  
\*\* Non-Voting, Associate Representative

1. **Call to Order**  
TTC Chair did not recognize quorum and began the meeting at 9:34 with Item #4, Presentation: Polk County Updates. Bret VandeLune presented. A quorum was recognized at 9:35.
2. **Approval of Agenda**  
**MOTION:** A motion was made by Naber and seconded by Koester to approve the MPO TTC's meeting agenda.  
**MOTION CARRIED UNANIMOUSLY**
3. **Approval of Meeting Minutes**  
Carol Maher advised that she attended the meeting last month as a member of the public and not a representative of Toole Design as indicated in the meeting minutes.  
**MOTION:** A motion was made by Nabor and seconded by Koester to approve the MPO TTC March meeting minutes as amended.  
**MOTION CARRIED UNANIMOUSLY**
4. **Presentation: Water Trails Update**  
Item moved to beginning of the meeting. Report only.
5. **FY 2025 Unified Planning Work Program & Budget (UPWP)**  
**MOTION:** A motion was made by Koester, seconded by May to approve the final FY 2025 UPWP  
**MOTION CARRIED UNANIMOUSLY**
6. **Mobilizing Tomorrow Update**  
Project Manager, Zach Young presented an update on the development of Mobilizing Tomorrow, the MPO's long-range transportation plan. Report and discussion only.
7. **Carbon Reduction Program Funding Process**  
Project Manager, Zach Young presented. Andrea White, Statewide Planning Coordinator with the Iowa DOT's Systems Planning Bureau provided guidance from FHWA regarding CRP funds. Koester recommended that a CRP subcommittee be formed. Mike Ludwig from Des Moines and the City of Pleasant Hill volunteered to serve on the Carbon Reduction Program Subcommittee. The chair encouraged others to contact the MPO staff if interested in serving on the subcommittee.
8. **Available Funding Opportunities**  
Project Manager- Zach Young presented. Summary of funding opportunities available to member governments. Report and discussion only.
9. **Upcoming Events**  
Senior Planner, Zhi Chen provided a report on upcoming events of regional interest. Information only.
10. **Other Non-Action Items of Interest to the Committee**  
Senior Planner, Zhi Chen discussed the Iowa DOT State Rail Plan Survey;  
Executive Director, Dylan Mullenix asked the board members to advise Zhi Chen the name(s) of their staff members who should be registered for StreetLight Data training.  
Public Affairs Manager, Gunnar Olson, advised members of the availability of temporary curbs at the MPO office.
11. **Next Meeting Date**  
The next meeting will be held at 9:30 a.m., on Thursday, June 6, 2024.
12. **Adjournment**  
The MPO TTC's May 2, 2024, meeting was adjourned at 10:26 a.m.

June 2024  
Item No. 4

**ISSUE: Comprehensive Safety Action Plan Update**

PRESENTATION: Representatives from the consultant team will provide an update regarding the development of the region's Comprehensive Safety Action Plan (CSAP) focusing on the development of the high injury network.

**BACKGROUND:**

The MPO hired Toole Design Group in fall 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.

The consultant team has completed the draft high injury network and will provide an overview at the June meeting.

**RECOMMENDATION:**

None. Report and discussion only.

**STAFF CONTACT:**

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

June 2024  
Item No. 5

**PRESENTATION: DART Update**

PRESENTATION: DART staff will provide an update on the planning process for achieving long-term stability.

**BACKGROUND:**

The MPO Policy Committee recently voted to award \$3.6 million of Carbon Reduction Program (CRP) funding to the Des Moines Area Regional Transit Authority (DART), following the recommendations of the MPO Executive Committee and Funding Subcommittee. The funding was for replacement buses, which provided DART the flexibility to use separate federal funds for operating expenses. The net effect of the one-time funds is that it allowed the DART Commission to close a budget gap and maintain services for two years. During that time, the DART Commission will engage DART's member communities in planning for long-term sustainability.

The DART Commission has until December 2025 to determine funding and service levels for the regional transit system to address funding gaps ahead of DART's FY2027 budget conversations. By then, DART will have a \$4.7 million shortfall due to the implementation of its funding formula, as well as an estimated \$2 million budget gap based on current service levels and property tax commitments.

DART staff will provide an update to the Transportation Technical Committee on the planning process.

**RECOMMENDATION:**

None. Presentation and discussion only.

**STAFF CONTACTS:**

Gunnar Olson, [golson@dmampo.org](mailto:golson@dmampo.org)  
(515) 334-0075

June 2024  
Item No. 6

**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: DART  
Project: Technology and Ridership Promotion (55857)  
Federal Aid Amount: \$80,000  
Total Cost: \$100,000  
Type of Funding: ICAAP  
Change: Add to FFY 2024

Sponsor: DART  
Project: Route 17 Extension to Bondurant (55859)  
Federal Aid Amount: \$104,784  
Total Cost: \$130,980  
Type of Funding: ICAAP  
Change: Add to FFY 2024

**RECOMMENDATIONS:**

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

**STAFF CONTACTS:**

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

June 2024  
Item No. 7

**ISSUE: Draft FFY 2025-2028 Transportation Improvement Program**

REPORT and VOTE: Report regarding the draft *Federal Fiscal Years 2025-2028 Transportation Improvement Program*; consider approval.

**BACKGROUND:**

The 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.

The 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) 2024, 2025, 2026, 2027, and/or 2028. Staff developed the project listing for the FFY 2025-2028 TIP with the information provided by the member governments.

MPO staff on June 15 will submit the draft FFY 2025-2028 TIP to the Iowa Department of Transportation (DOT) and Federal Highway Administration for review and comment. Staff will incorporate any comments received into the final draft. The final FFY 2025-2028 TIP is due to the Iowa DOT by July 15.

The MPO’s Public Participation Plan requires the FFY 2025-2028 TIP to undergo a 45-day comment period and have a public input meeting. Staff have scheduled an online public input meeting at 5 p.m. Tuesday, July 9.

[The draft FFY 2025-2028 TIP and the TIP project list is available on the MPO website \(click to access\).](#)

**RECOMMENDATIONS:**

Recommend approval of the draft *Federal Fiscal Years 2025-2028 Transportation Improvement Program* and forward to the Iowa DOT for review.

**STAFF CONTACT:**

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



June 2024  
Item No. 8

**ISSUE: Transportation Capital Improvement Program Update**

Update on the development of the region's Transportation Capital Improvement Program (TCIP).

**BACKGROUND:**

- Purpose: To create a cohesive TCIP by compiling individual municipalities' capital-improvement programs to facilitate public engagement.
- Need: Each municipality should submit a copy of its most recent CIP.
- Deadline: Submissions are required by July 21.
- Next Steps: Continued collection and integration of municipalities' CIP data, with project completion targeted for August 2024.

**RECOMMENDATIONS:**

None. Report and discussion only.

**STAFF CONTACT:**

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June 2024  
Item No. 9

**ISSUE: Carbon Reduction Program Funding Process**

REPORT: Update on developing 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. Additional guidance from the Federal Highway Administration regarding CRP funds is [available here](#).

The MPO has approximately \$9.1 million in CRP funds to allocate to projects. 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.

The Funding Subcommittee and the Policy Committee asked staff to develop a process for awarding the remaining CRP funding. At the May MPO TTC meeting, staff invited a representative from the Iowa DOT to discuss the CRP program, including eligible projects and information about how other MPOs are using CRP funds. Following this presentation, the TTC agreed to form a subcommittee to continue discussing options and to develop a recommendation on how to proceed.

The CRP subcommittee met May 16 to discuss a process to award the remaining CRP funding. An update from the subcommittee will be provided at the June meeting.

**RECOMMENDATION:**

None. Report and discussion only.

**STAFF CONTACT:**

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(515) 334-0075

June 2024  
Item No. 10

**ISSUE: Charging & Fueling Infrastructure Discretionary Grant Program**

REPORT: Report on Charging and Fueling Infrastructure (CFI) Discretionary Grant Program.

**BACKGROUND:**

The 2024 Notice of Funding for the [Charging & Fueling Infrastructure \(CFI\) Discretionary Grant Program](#) was released May 30.

This funding 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.

*Applications are due August 28.*

MPO staff will work with member communities, as well as the Mid-Iowa Planning Alliance (MIPA) and the Central Iowa Regional Transportation Planning Alliance (CIRTPA), to identify sites for Level 2 and Level 3 charger installations. The MPO will submit a regional grant application for this program.

**RECOMMENDATIONS:**

None. Report and discussion only.

**STAFF CONTACT:**

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

**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

- [A Parking Roadmap: Where to Start When Managing Parking for Your Trail](#) – June 6
- [Dangerous by Design: How Street Design Contributes to the Pedestrian Safety Crisis](#) – June 6
- [Talking Traffic Webinar: Bicycle and Pedestrian Count Data Gathering and Reporting](#) – June 11
- [Overcoming Barriers: Innovative Practices to Securing Federal Funding for Trails and Active Transportation Networks](#) – June 11
- [Innovations in Accessibility](#) – June 11
- [University of Iowa Evaluation of Pedestrian Crossing Safety on Right Turns of Urban Unsignalized Intersections Using Virtual Reality](#) – June 13
- [Three Ways to Estimate the Economic Impact of Trails and Outdoor Recreation](#) – June 16
- [Take me out to the Ballgame: Connecting Stadiums to Communities](#) – June 21
- [Pop-Up Traffic Calming and Placemaking for Small Urban and Rural Communities](#) – July 17
- [Grants for Trails: Finding, Applying, and Managing](#) – July 18
- [Resources for Improving Accessibility on Multiuse Trails](#) – July 31
- [Bike Comfort: Expanding our Understanding Through Data and Empathy](#) – August 21

Events

- [TRB 2<sup>nd</sup> International Conference and Peer Exchange on Roadside Safety](#) – June 23-26 – Orlando, FL
- [Iowa County Engineers Association \(ICEA\) Mid-Year Conference](#) – July 11 – Ames, IA
- [TRB 2<sup>nd</sup> Conference on Advancing Transportation Equity](#) – July 15-18 – Baltimore, MD
- [ITE International Annual Meeting and Exhibit](#) – July 21-24 – Philadelphia, PA
- [Association of Pedestrian and Bicycle Professionals' 2024 Conference](#) – August 12-14 – Detroit, MI
- [Iowa State Association of Counties \(ISAC\) Annual Conference](#) – August 21-23 – Des Moines, IA
- [Transportation Symposium on Environment, Energy, and Livable Economies](#) – August 25-28 – Denver, CO
- [Iowa Streets and Roads Workshop and Conference](#) – September 10-12 – Des Moines, IA
- [Safe Routes to School National Conference](#) – October 22-24 – Fort Collins, CO

**RECOMMENDATION:**

None. Report and discussion only.

**STAFF CONTACT:**

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