

## MEETING MINUTES

**Des Moines Area Metropolitan Planning Organization (MPO)  
Executive Committee  
11:39 a.m., Wednesday, June 13, 2012  
Des Moines Area MPO Meeting Room  
Des Moines, Iowa**

The MPO Executive Committee held a meeting at 11:39 a.m., on June 13, 2012, in the MPO Meeting Room. Before the meeting, the MPO staff sent agenda packets to the MPO Executive Committee's representatives and posted the agenda at the MPO office at 4:10 p.m., on June 8, 2012. **The fiscal year-to-date publication cost of meeting minutes for the MPO: \$2114.56. In addition to these published tentative minutes, there also may be additional meeting notes on file with the MPO staff that are public records and available upon request as provided by law. These tentative minutes reflect all action taken at the meeting.**

### **Members Present:**

Tom Hockensmith, Polk County  
Tom Armstrong, City of Grimes  
Paula Dierenfeld, City of Johnston  
Robert Mahaffey, City of Des Moines  
Angela Connolly, Polk County  
Ted Ohmart, City of West Des Moines

### **Members Absent:**

Chris Coleman, City of Des Moines

### **Others Present:**

Mike Clayton, Iowa Department of  
Transportation\*

### **Staff Present:**

Todd Ashby, Executive Director  
Stephanie Muller, Executive Administrator  
Jonathan Wilson, MPO General Counsel  
Dylan Mullenix, Principal Transportation  
Planner  
Nathan Goldberg, Senior Transportation Planner  
Luke Parris, Associate Transportation Planner  
Bethany Wilcoxon, Associate Transportation  
Planner

\* Non-voting Representative

**1. Call to Order**

MPO Vice-Chair Tom Hockensmith called the June 13, 2012, meeting to order at 11:39 a.m.

**2. Approval of Agenda**

**MOTION:** A motion was made to approve the June 7, 2012, Des Moines Area Metropolitan Planning Organization Executive Committee meeting agenda.

**MOTION CARRIED UNANIMOUSLY**

**3. Approval of Meeting Minutes**

**MOTION:** A motion was made to approve the May 18, 2012, Des Moines Area Metropolitan Planning Organization Executive Committee meeting minutes.

**MOTION CARRIED UNANIMOUSLY**

**4. Transportation Planning Memorandum of Understanding**

*(Paula Dierenfeld arrives at 11:40 am)*

**MOTION:** A motion was made to approve the updated Memorandum of Understanding between the Des Moines Area Regional Transit Authority and the MPO for transportation planning activities.

**MOTION CARRIED UNANIMOUSLY**

**5. Federal Fiscal Years 2013-2016 Transportation Improvement Program Administrative Modification Request Draft**

**MOTION:** A motion was made to approve the *Federal Fiscal Year 2013-2016 Transportation Improvement Program Administrative Modification Request Draft*.

**MOTION CARRIED UNANIMOUSLY**

**6. Federal Fiscal Years 2012-2015 Transportation Improvement Program Administrative Modification Request**

**MOTION:** A motion was made to approve requests made by the City of Ankeny to move the Surface Transportation Enhancement funding for the Gay Lea Wilson Trail to earlier years within the *Federal Fiscal Years 2012-2015 Transportation Improvement Program*.

**MOTION CARRIED UNANIMOUSLY**

**7. Executive Director Succession Plan**

MPO staff presented; discussion only on item 7.

**8. MPO Employee Handbook**

MPO staff presented; discussion only on item 8.

**9. Long-Range Transportation Plan Update**

MPO staff presented; discussion only on item 9.

**10. Fiscal Year 2013 Budget Carryover Balance**

MPO staff presented; discussion only on item 10.

**11. Travel Demand Model Review**

MPO staff presented; discussion only on item 11.

**12. *The Tomorrow Plan Update***

MPO staff presented; discussion only on item 12.

**13. May Subcommittee Meeting Summaries**

MPO staff presented; discussion only on item 13.

**14. Other Non-Action Items of Interest to the Committee**

**15. Next Meeting Date**

11:30 a.m., Wednesday, July 18, 2012, in the MPO Mead Conference Room.

**16. Adjournment**

Vice-Chair Hockensmith adjourned the meeting at 12:25 p.m.