

**MEETING MINUTES**  
**Des Moines Area Metropolitan Planning Organization (MPO)**  
**Executive Committee**  
**11:30 p.m., Wednesday, December 9, 2015**  
**Des Moines Area MPO | Mead Conference Room**

The MPO Executive Committee held a meeting at 11:30 a.m. on December 9, 2015, in the MPO Meeting Mead Conference Room. Before the meeting, the MPO staff emailed agenda packets to the MPO Executive December 4, 2015. **The fiscal year-to-date publication cost of meeting minutes for the MPO: \$205.07. 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.**

**Executive Members Present:**

*Tom Hockensmith | Polk County*  
*Chris Coleman | City of Des Moines (via phone)*  
*Robert Mahaffey | City of Des Moines*  
*Tom Armstrong | City of Grimes*  
*Paula Dierenfeld | City of Johnston*  
*Angela Connolly | Polk County*

**Staff Present:**

*Jonathan Wilson |MPO General Counsel/via phone*  
*Todd Ashby | Executive Director*  
*Zach Young | Principal Planner*  
*Andrew Collings| Associate Planner*  
*Tracey Deckard |Office Manager*  
*Gunnar Olson | Communications Manager*

**Executive Members Absent:**

*Steven Gaer | City of West Des Moines*

**Others Present:**

*Clifford Leonard | Public*  
*Mike Clayton | IDOT*  
\*\* Non-voting Representative

**1. Call to Order**

MPO Chair Tom Hockensmith called the December 9, 2015, meeting to order at 11:34 a.m.

**2. Approval of Agenda**

**MOTION:** A motion was made to approve the December 9, 2015, Des Moines Area Metropolitan Planning Organization Executive Committee meeting agenda.

**MOTION CARRIED**

**3. Approval of Meeting Minutes**

**MOTION:** A motion was made to approve the November 18, 2015 Des Moines Area Metropolitan Planning Organization Executive Committee meeting minutes.

**MOTION CARRIED.**

**4. Federal Functional Classification System Changes**

Staff presented. Report and discussion only.

**5. Executive Committee Authority**

Staff presented. Report and discussion only.

*[ Paula Dierenfeld arrives 11:41 a.m.]*

6. **Federal Fiscal Year 2020 Surface Transportation Program Applications**  
Staff presented. Report and discussion only.
7. **Federal Fiscal Year 2020 Transportation Alternative Program Applications**  
Staff presented. Report and discussion only.
8. **Best Practice Series- Parking Management and Design**  
Staff presented. Report and discussion only.
9. **Vehicle Miles Traveled Performance Data**  
Staff presented. Report and discussion only.  
*[ Chris Coleman disconnected at 11:46 reconnected at 11:53]*
10. **Transportation Day on the Hill**  
Information only. Executive Director, Todd Ashby will be attending.
11. **2016 Nominating Committee**  
Information only.
12. **Other Non-Action Items of Interest to the Committee**  
Robert Mahaffey was thanked for his service on the Executive Committee.
13. **Next Meeting Date- January 13, 2015**
14. **Adjournment**  
Hearing no objection to the contrary, Chair Tom Hockensmith adjourned the meeting at 12:12 p.m.