

MEETING MINUTES
Des Moines Area Metropolitan Planning Organization (MPO)
Executive Committee
11:30 a.m., Wednesday, December 13, 2017
Des Moines Area MPO | Mead Conference Room

The MPO Executive Committee held a meeting at 11:30 a.m. on December 13, 2017, in the MPO Conference Room. Before the meeting, the MPO staff emailed agenda packets to the MPO Executive and members on December 7, 2017. **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 Armstrong | City of Grimes
Ruth Randleman | City of Carlisle
Joe Gatto | City of Des Moines
Chris Coleman | City of Des Moines
Angela Connolly | Polk County
Mike Clayton | IDOT

Executive Members Absent:

Steven Gaer | City of West Des Moines
Tom Hockensmith | Polk County

Others Present:

Jonathan Wilson |MPO General Counsel
Clifford Leonard

Staff Present:

Todd Ashby | Executive Director
Zach Young | Principal Planner
Mike Armstrong | Senior Planner
Gunnar Olson | Communications Manager
Allison Riley | Associate Planner
Victoria Halloran | Intern

1. Call to Order

MPO Chair Tom Armstrong called the December 13, 2017, meeting to order at 11:40 a.m.

2. Approval of Agenda

MOTION: A motion was made to approve the December 13, 2017, 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 8, 2017 Des Moines Area Metropolitan Planning Organization Executive Committee meeting minutes.

MOTION CARRIED

4. Public Comment

None.

5. Federal Fiscal Year 2018-2021 Transportation Improvement Program Amendment Request

Staff presented. Recommend approval of the City of Urbandale's requested revision.

MOTION: A motion was made to approve the FFY 2018-2021 TIP Amendment pursuant to the Resolution Authorizing the Executive Committee to Exercise Certain Powers on behalf of the Policy Committee adopted February 18, 2016.

MOTION CARRIED

6. Rail Revolving Loan and Grant Agreement

Staff presented. Recommend approval of the agreement between the MPO and the IDOT regarding the 1.7 million in Rail Revolving Loan and Grant funds for the Des Moines Transload Facility pursuant to the Resolution Authorizing the Executive Committee to Exercise Certain Powers on behalf of the Policy Committee adopted

February 18, 2016; access to the funding will be contingent upon approval of an agreement between the MPO and the Des Moines Transloading, LLC.

MOTION: A motion was made to approve the FFY 2018-2021 TIP Amendment.

MOTION CARRIED

7. **Polk County Hazard Mitigation Plan**

Executive Director, Todd Ashby presented. Discussion ensued with regard to the specifics of the project and timing as well as staff availability. Report only. This item will be brought back to the Executive Committee meeting for approval as more specific details are available.

8. **Strategic Plan Update**

Executive Director presented. Discussion ensued regarding survey results and comments.

9. **DART Federal Funding Transfer Request**

Staff presented. Recommend MPO approve DART's request for the transfer of \$1,000,000 in STBG funds to expend in Federal Fiscal Year 2018.

MOTION: A motion was made to approve the request for the transfer of \$1,000,000 in STBG funds to expend in Federal Fiscal Year 2018.

MOTION CARRIED

10. **DART Memorandum of Understanding**

Staff presented. Recommend that MPO approve the updated MPO-DART MOU.

MOTION: A motion was made to approve the updated MPO-DART MOU.

MOTION CARRIED

11. **Strategic Plan Update**

Executive Director presented. Discussion ensued. Report and discussion regarding implementation priorities. Additional discussion regarding governance of the MPO Committees and representation.

12. **Upcoming Events**

Staff presented. Information only.

13. **Other Non-Action Items**

Chris Coleman made an inquiry regarding this year's Nominating Committee. Discussion ensued with regard to the selection process of the Nominating Committee as well as appointments to the Executive Committee and terms. The Committee determined that this matter will be revisited at the January Executive Committee meeting.

14. **Next Meeting Date**

December 13, 2017 at 11:30 a.m.

15. **Adjournment**

Hearing no objection to the contrary, Chair Tom Armstrong adjourned the meeting at 12:40 p.m.