

MEETING MINUTES
Des Moines Area Metropolitan Planning Organization (MPO)
Executive Committee
11:30 a.m., Wednesday, August 8, 2018
Des Moines Area MPO | Mead Conference Room

The MPO Executive Committee held a meeting at 11:30 a.m. on August 8, 2018, in the MPO Conference Room. Before the meeting, the MPO staff emailed agenda packets to the MPO Executive and members on July 12, 2018. **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:

Steven Gaer | City of West Des Moines (via phone)

Joe Gatto | City of Des Moines

Tom Armstrong | City of Grimes

Stephanie Riva | City of Norwalk

Gary Lorenz | City of Ankeny

Ted Weaver | City of Clive

Angela Connolly | Polk County

Andy Loonan | IDOT

Non-Voting:

Sara Kurvoski | City of Pleasant Hill

Chris Coleman | City of Des Moines

Executive Members Absent:

Others

Clifford Leonard

Staff Present:

Jonathan Wilson | MPO General Counsel

Scott Brennan | MPO General Counsel

Todd Ashby | Executive Director

Dylan Mullenix | Assistant Director

Zach Young | Principal Planner

Tracey Deckard | Office Manager

Mike Armstrong | Senior Planner

Allison Riley | Associate Planner

Gunnar Olson | Communications Manager

Maria Socha | Intern

Grace Yi | Intern

1. Call to Order

MPO Chair Steve Gaer called the August 8, 2018, meeting to order at 11:31 a.m. A quorum was present.

2. Approval of Agenda

MOTION: A motion was made to approve the August 8, 2018, Des Moines Area Metropolitan Planning Organization Executive Committee amended meeting agenda.

MOTION CARRIED

3. Approval of Meeting Minutes

MOTION: A motion was made to approve the July 18, 2018 Des Moines Area Metropolitan Planning Organization Executive Committee meeting minutes.

MOTION CARRIED

4. Contracts and Expenses

Executive Director presented. Recommend approval of payment to the invoices from Merrick regarding Water Trails and HDR for Modeling Services.

MOTION: A motion was made to approve payment of the invoice from Merrick in the amount of \$15,087.86 and HDR in the amount of \$51,367.75.

MOTION CARRIED

5. Executive Director Contract

Executive Director presented. Recommend approval of the Executive Director Contract.

MOTION: A motion was made to approve the Executive Director's Contract.

MOTION CARRIED

6. **City of Elkhart Associate Membership**
Staff presented. Recommend accepting the City of Elkhart as an associate, non-voting member of the MPO.
MOTION: A motion was made to approve the City of Elkhart as an associate, non-voting member of the MPO.
MOTION CARRIED

7. **Policy Committee Restructure**
Staff presented. Discussion ensued. Recommend approval of one of the options presented with regard to restructuring the Policy Committee.
MOTION: A motion was made to approve “Option #2” as the preferred method of potential restricting of the Policy Committee.
MOTION CARRIED

8. **Fiscal Years 2019-2022 Transportation Capital Improvement Program Development**
Staff presented. Recommend approval of the FY 2019-2022 Transportation Capital Improvement Program.
MOTION: A motion was made to approve the FY 2019-2022 Transportation Capital Improvement Program.
MOTION CARRIED

9. **End-of-Year Financial Report**
Executive Director presented. Report and discussion only.

10. **Bylaws and 28E Agreement Update**
Executive Director presented. Discussion ensued. Report and discussion only.
[Angela Connolly leaves meeting 12:40 a.m.]
[Andy Loonan leaves meeting 12:44]

11. **Iowa’s Clean Air Attainment Program Applications**
Staff presented. Report and discussion only.

12. **Highway Trust Fund**
Staff presented. Report and discussion only.

13. **Upcoming Events**
Staff presented. Information only.

14. **Approval of the MPO Agenda**
Items 13 & 14 will be removed.

15. **Other Non-Action Items**
Executive Director announced that all relevant documents have been signed for the Transload project.
Review Committee Chair, Sara Kurovski, discussed the status of the Executive Director’s review.
Andy Loonan of the IDOT discussed the restructure of District 1.
Chair, Steve Gaer, advised that he and the Executive Director would be meeting with Mark Lowe of the IDOT.

16. **Next Meeting Date**
September 12, 2018 at 11:30 a.m.

17. **Adjournment**
Hearing no objection to the contrary, Chair Steve Gaer adjourned the meeting at 1:06 p.m.