

MEETING MINUTES
Des Moines Area Metropolitan Planning Organization (MPO)
EXECUTIVE COMMITTEE
11:30 a.m., Wednesday, September 11, 2019
Des Moines Area MPO | Burnham Conference Room

The MPO Executive Committee held a meeting at 11:30 a.m. on September 11, 2019 at the Des Moines Area MPO offices. Before the meeting, the MPO staff emailed agenda packets to the MPO Executive and members on September 6, 2019. **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:

Steve Gaer | City of West Des Moines
Joe Gatto | City of Des Moines
Gary Lorenz | City of Ankeny
Tom Armstrong | City of Grimes
Ted Weaver | City of Clive
Stephanie Riva | City of Norwalk
Matt McCoy | Polk County
Bob Andeweg | City of Urbandale
Andy Loonan | IDOT

Staff Present:

Todd Ashby | Executive Director
Dylan Mullenix | Assistant Director
Zach Young | Planning Manager
Gunnar Olson | Communications & Strategy Manager
Sreyoshi Chakraborty | Senior Planner
Allison van Pelt | Associate Planner
Zhi Chen | Associate Planner
Tracey Deckard | Office Manager
Aspen Pflanz | Intern

Executive Members Absent

Chris Coleman | City of Des Moines
Kyle Mertz | City of Altoona
Sara Kurovski | City of Pleasant Hill

Others Present

Jonathan Wilson | MPO General Counsel
Clifford Leonard | Public

1. Call to Order

MPO Chair Steve Gaer called the September 11, 2019, meeting to order at 11:29 a.m. A quorum was present.

2. Approval of Agenda

MOTION: A motion was made to approve the September 11, 2019, 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 August 7, 2019 Executive Committee meeting minutes.

MOTION CARRIED

4. Contracts and Expenses

Executive Director presented. Recommend approval of payment of HDR Travel Model Update March Services invoice in the amount of \$8,461.32.

MOTION: A motion was made to approve the payment of the HDR invoice.

MOTION CARRIED

5. Executive Director Annual Review and Compensation Adjustment

Matt McCoy presented. Based on the 9/3/19 Memorandum from the members of the Executive Director Review Committee a salary increase of 3.4% was recommended.

MOTION: A motion was made to approve the 3.4% salary increase.

MOTION CARRIED

[TED WEAVER JOINS THE MEETING AT 11:35 A.M.]

6. **Des Moines Transload Facility Sub-Agreement**

Executive Director presented. Advised that another meeting was scheduled for later in the day with Des Moines Industrial, LLC. Recommend approval of the sub-agreement between Des Moines Industrial, LLC and the MPO regarding the Railroad Revolving Loan and Grant. Discussion ensued.

MOTION: A motion was made to approve the sub-agreement between Des Moines Industrial, LLC and the MPO regarding the Railroad Revolving Loan and Grant.

MOTION CARRIED

7. **Iowa's Clean Air Attainment Program Applications**

Staff presented. Recommend approval of the Fiscal Year 2021 Iowa Clean Air Attainment Program applications.

MOTION: A motion was made to approve the Fiscal Year 2021 Iowa Clean Air Attainment Program applications.

MOTION CARRIED

8. **Travel Demand Model**

Staff presented. Recommend approval of the updated Travel Demand Model.

MOTION: A motion was made to approve the updated Travel Demand Model.

MOTION CARRIED

9. **Surface Transportation Block Grant Swap with Polk County**

Executive Director presented. Discussion ensued.

MOTION: A motion was made to postpone this matter until additional information could be obtained.

MOTION CARRIED

10. **Model Bicycle Ordinance**

Staff presented. Discussion ensued. Report only.

11. **Environmental Justice Report**

Staff presented. Discussion ensued. Report only.

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

Staff presented. Report only.

13. **Excess Surface Transportation Block Grant Program Policy**

Staff presented. Discussion ensued. Report only.

14. **Upcoming Events**

Staff presented. Report only.

15. **Other Non-Action Items**

Andy Loonan of the IDOT reported that the new exit ramp in Ames would open later this week.

16. **Next Meeting Date**

October 9, 2019 at 11:30 a.m. at the MPO offices.

17. **Adjournment**

Hearing no objection to the contrary, Chair Steve Gaer adjourned the Executive Committee meeting at 12:52 p.m.