

MEETING MINUTES  
Des Moines Area Metropolitan Planning Organization (MPO)  
EXECUTIVE COMMITTEE  
11:30 a.m., Wednesday, February 8, 2023  
Des Moines Area MPO | Virtual Meeting

The MPO Executive Committee held a hybrid live/virtual meeting at 11:30 a.m. on February 8, 2023, at the Des Moines Area MPO office and via Zoom. MPO staff emailed agenda packets to the MPO Executive and members on February 3, 2023. **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:**

Bob Andeweg | City of Urbandale  
Matthew McKinney | City of West Des Moines  
Ted Weaver | City of Clive  
Stephanie Riva | City of Norwalk  
Ruth Randleman | City of Carlisle  
Frank Cownie | City of Des Moines  
Joe Gatto | City of Des Moines  
Jeff Walters | City of Polk City  
Tom Hockensmith | Polk County  
Russ Trimble | West Des Moines  
Dean O'Connor | City of Altoona  
Andy Loonan | IDOT

**Executive Members Absent:**

Mark Holm | City of Ankeny

**Staff Present:**

Todd Ashby | Executive Director  
Dylan Mullenix | Assistant Director  
Andrew Collings | Principal Planner  
Allison van Pelt | Senior Planner  
Tracey Deckard | Office Manager  
Lucas Young | Senior Planner  
Aspen Pflanz | Associate Planner  
Rhonda Miller | Accountant  
Scott Brennan | MPO General Counsel

**Others Present:**

Clifford Leonard | Public

**1. Call to Order**

MPO Chair Bob Andeweg called the February 8<sup>th</sup> meeting to order at 11:31 a.m. A quorum was present.

**2. Approval of Agenda**

**MOTION:** A motion was made by O'Connor and seconded by Hockensmith to approve the February 8, 2023, Des Moines Area Metropolitan Planning Organization Executive Committee meeting agenda.

**MOTION CARRIED**

**3. Approval of Meeting Minutes**

**MOTION:** A motion was made by Murray and seconded by Hockensmith to approve the January meeting minutes.

**MOTION CARRIED**

**4. Approval of Contracts and Expenses**

Executive Director presented. Recommend approval of payment to Iowa State University Institute of Transportation Research in the amount of \$15,000.00, which was included in the current budget. Murray asked questions about the MPO Policies and Procedures for payments.

**MOTION:** A Motion was made by O'Connor and seconded by Cownie to approve the payments. Murray voted no.

**MOTION CARRIED**

5. **Draft Fiscal Year 2022 Audit**

Dave Ellis from Denman & Company presented. Murray asked numerous questions regarding the audit. Discussion ensued regarding various portions of the audit.

**REPORT AND DISCUSSION ONLY.**

6. **Contract for Travel Demand Model Consultant Services**

Assistant Director presented. Recommend approval of a contract with HDR, Incl, for an update to the MPO's Travel Demand Model. Estimated cost to be around \$71,561.00. Discussion ensued.

**MOTION:** A motion was made by Weaver and seconded by Gatto to approve the contract with HDR for Travel Demand Consultant Services.

**MOTION CARRIED**

7. **Polk County Multi-Jurisdictional Hazard Mitigation Plan Update**

Assistant Director presented. Recommend approval for the MPO staff to pursue the Polk County Hazard Mitigation Plan RFP. Murray had additional questions and concerns that this work is beyond transportation. Hockensmith indicated he supported this work. O'Connor expressed concerns that the MPO shouldn't bid on these types of projects.

**No Motion was made on this item.**

8. **Green Iowa AmeriCorps Opportunity**

Executive Director presented. Recommend approval for the MPO to become a host site for the Resilient Iowa Communities Branch of the Green Iowa AmeriCorps program.

**MOTION:** A motion was made by Gatto and seconded by O'Connor to approve the MPO proceeding with the process to become a host site for the Resilient Iowa Communities Branch of their Green Iowa AmeriCorps program.

**MOTION CARRIED**

9. **Election of Calendar Year 2023 Officers**

Planning Manager presented. Recommend approval of the Nominating Committee's slate of officers for CY 2023. The recommendation is that the same officers serve another calendar year.

**MOTION:** A motion was made by Gatto and seconded by O'Connor to approve the slate of officers for CY 2023.

**MOTION CARRIED**

10. **FFY 2023-2026 Transportation Improvement Program Amendments**

Planning Manager presented. Recommend approval of the proposed Federal Fiscal Year 2023-2026 Transportation Improvement Program amendment from the City of Des Moines.

**MOTION:** A motion was made by Gatto and seconded by Riva to approve the Federal Fiscal Year 2023-2026 Transportation Improvement Program amendment from the City of Des Moines.

**MOTION CARRIED**

11. **MPO Appointment to SUDAS Board of Directors.**

Executive Director presented. Recommend reappointment of Mark Mueller as the MPO representative on the Statewide Urban Design and Specifications Board of Directors.

**MOTION:** A motion was made by Gatto and seconded by Hockensmith to reappointment of Mark Mueller as the MPO representative on the Statewide Urban Design and Specifications Board of Directors.

**MOTION CARRIED**

12. **Iowa DOT 2019-2023 Safety Performance Targets (PM1)**  
Staff presented. Recommend approval of the Iowa DOT 2019-2023 Safety Performance Targets (PM1)  
**MOTION:** A motion was made by Hockensmith and seconded by O'Connor to approve the Iowa DOT 2019-2023 Safety Performance Targets (PM1).  
**MOTION CARRIED**
13. **Iowa DOT 2022-2025 Pavement and Bridge Performance Targets (PM2)**  
Staff presented. Recommend approval of the Iowa DOT 2022-2025 Pavement and Bridge Performance Targets (PM2)  
**MOTION:** A motion was made by Gatto and seconded by Hockensmith to approve the Iowa DOT 2022-2025 Pavement and Bridge Performance Targets (PM2)  
**MOTION CARRIED**
14. **Iowa DOT 2022-2025 System and Freight Performance Targets (PM3)**  
**MOTION:** A motion was made by Gatto and seconded by Hockensmith to approve the Iowa DOT 2022-2025 System and Freight Performance Targets (PM3)  
**MOTION CARRIED**
15. **Fiscal Year 2023 2<sup>nd</sup> Quarter Budget Report**  
Staff presented. Update on the 2<sup>nd</sup> quarter expenditures for Fiscal Year 2023. Murray requested additional detailed information be provided each month. Additional discussion.  
Report and discussion only.
16. **Fiscal Year 2024 Unified Planning Work Program and Budget Development**  
Assistant Director presented. Update on community-wide and regional greenhouse gas inventories. Gatto requested clarification of proposed scenarios regarding hours. Murray requested additional information regarding direct and indirect costs, Discussion of MIPA and CIRPTA contracts. Additional lengthy discussion ensued.  
Report and discussion only.  
*[12:22 Riva leaves the meeting]*
17. **Follow-Up on January 12 MPO Special Meeting**  
Executive Director presented. Discussion of various legal opinions that have been presented regarding the MPO 28E. Lengthy heated discussion ensued.  
Report and discussion only.  
*[1:08 Cownie leaves the meeting]*  
*[Hockensmith leave the meeting 1:22 p.m.]*  
*[no longer have quorum]*
18. **FFY 2024-2027 Transportation Improvement Program Development**  
Item skipped.
19. **Safe Streets and Roads for All Grant Award Announcement**  
Assistant Director announced receipt of Grant Award.
20. **Purple Heart Highway Update**  
Item skipped
21. **Water Trails Update**  
Item skipped.

22. **Legislative Update**

Item skipped.

23. **Upcoming Events**

Information only.

24. **Other Non-Action Items**

None.

25. **Vote- MPO Policy Agenda**

No quorum. Will obtain approval for MPO Policy Agenda via direct contact with absent members. Those who did vote to approve the Policy Agenda include Weaver, Murray, O'Connor, Gatto and Andeweg.

**MOTION:** A motion was made by Gatto and seconded by O'Connor to approve the draft agenda.

**MOTION CARRIED**

26. **Next Meeting Date**

March 8, 2023, beginning at 11:30.

27. **Adjournment**

Hearing no objection to the contrary, the Chair adjourned the Executive Committee meeting at 1:39 p.m.