

NOTICE OF MEETING

Des Moines Area Metropolitan Planning Organization (MPO)  
 Executive Committee

11:30 a.m., July 12, 2023

Des Moines Area MPO Burnham Conference Room

**AMENDED**

1. **Call To Order**
2. **VOTE: Approval of Agenda**
3. **VOTE: Approval of Meeting Minutes**..... Page 2
  - Approve the June 7, 2023, meeting minutes.
4. **CONSENT and VOTE: Approval of the June Financial Statement** ..... Page 6
5. **CONSENT and VOTE: Contracts and Expenses** ..... Page 7
6. **PUBLIC COMMENT on MPO Actions** ..... Page 8
7. **REPORT and VOTE: Final FFY 2024-2027 Transportation Improvement Program**..... Page 9
  - Report regarding the final *Federal Fiscal Year 2024-2027 Transportation Improvement Program*; consider approval.
8. **REPORT and VOTE: Comprehensive Safety Action Plan Consultant Approval** ..... Page 10
  - Report regarding the Comprehensive Safety Action Plan (CSAP) Selection Committee’s recommendation on preferred consultant team; consider approval.
9. **REPORT and VOTE: Water Trails BUILD Grant Payment Approval** ..... Page 11
  - Discussion regarding the *Application for Partial Payment No. 7* for the Water Trails BUILD grant project; consider approval.
10. **VOTE: Enter Closed Session**..... Page 12
  - Section 21.5(c), Code of Iowa allows a closed session to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation. Vote to go into closed session to discuss imminent litigation.
11. **OPTIONAL VOTE: Action in Public Session Related to Subject of Imminent Litigation** ..... Page 13
  - Consider action, if any, related to the closed session discussion on matters of imminent litigation.
12. **REPORT: Employee Handbook** ..... Page 14
  - Review and discussion on updates recommended to the Employee Handbook.
13. **REPORT: Policies and Procedures Manual** ..... Page 16
  - Review and discussion regarding the draft *Policies and Procedures Manual*.
14. **REPORT: MPO 2020 Urban Area Boundary** ..... Page 17
  - Report regarding the process to update the MPO’s Urban Area Boundary.
15. **REPORT: Upcoming Events** ..... Page 18
16. **Other Non-Action Items of Interest to the Committee**
17. **Next Meeting Date – August 9, 2023, at 11:30 a.m.**
18. **Adjournment**

*The established protocol for minutes of this meeting will be to list all attendees, and with each item on which a vote is conducted in the ordinary course in order to take formal action, those voting nay or abstaining will be identified by name. Any member who is absent from the meeting for any period of time during which a vote of the body is taken, is expected to notify the recording secretary at the conclusion of the meeting so that the absence can be duly noted in the minutes. Roll Call votes will be taken as required by law or upon the request of any member that is approved by the chair, and the vote of each member for or against the proposition, or abstention, will be incorporated in the minutes or recorded on a separate sheet attached to the minutes.*

*The MPO receives federal funding and may not discriminate against anyone on the basis of race, color, or national origin, according to Title VI of the Civil Rights Act of 1964. For more information or to obtain a Title VI Complaint form, visit [www.dmampo.org/title-vi/](http://www.dmampo.org/title-vi/) or call 515-334-0075.*





























