

MEETING MINUTES
 Des Moines Area Metropolitan Planning Organization (MPO)
 EXECUTIVE COMMITTEE
 11:30 a.m., Wednesday, September 13, 2023
 Des Moines Area MPO | Virtual Meeting

The MPO Executive Committee held a hybrid live/virtual meeting at 11:30 a.m. on September 13, 2023, at the Des Moines Area MPO office and via Zoom. MPO staff emailed agenda packets to the MPO Executive and members on August 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:	PRESENT	ABSENT
Robert Andeweg, Chair City of Urbandale	X	
Stephanie Riva, Vice-Chair City of Norwalk	X	
Ted Weaver, Secretary/Treasurer City of Clive	X	
Dean O'Connor City of Altoona	X	
Mark Holm City of Ankeny	X	
Ruth Randleman City of Carlisle	X	
Frank Cownie City of Des Moines	X	
Joe Gatto City of Des Moines	X	
Len Murray City of Pleasant Hill	X	
Jeff Walters City of Polk City	X	
Tom Hockensmith Polk County	X	
Matthew McKinney City of West Des Moines	X	
STAFF PRESENT:		
Dylan Mullenix Interim Executive Director	X	
Zach Young Planning Manager	X	
Andrew Collings Principal Planner	X	
Zhi Chen Senior Planner	X	
Carl Saxon Senior Planner	X	
Lucas Young Senior Planner		X
Gunnar Olson Public Affairs Manager	X	
Tracey Deckard Office Manager	X	
Rhonda Miller Accountant		X
Caleb Knutson MIPA Senior Planner		X

OTHERS PRESENT:	INTEREST/REPRESENTING
Clifford Leonard	Public
Zac Bitting	Iowa DOT

1. **Call to Order**

MPO Chair Bob Andeweg called the September 13, 2023, meeting to order at 11:29 a.m. A quorum was present.

2. **Approval of Agenda**

MOTION: A motion was made by Gatto and seconded by Riva to approve the September 13, 2023, Des Moines Area Metropolitan Planning Organization Executive Committee meeting agenda.

MOTION CARRIED

3. **Approval of Meeting Minutes**

Recommend approval of the August 9, 2023 meeting minutes.

MOTION: A motion was made by Hockensmith and seconded by O'Connor to approve the August 9, 2023 meeting minutes

MOTION CARRIED

4. **Approval of the August Financial Statement**

MPO Treasurer/Finance Committee Chair, Ted Weaver presented. Advised that the Finance Committee had reviewed the August Financial Statements. Recommend approval.

MOTION: A Motion was made by Holm and seconded by O'Connor to approve the August Financial Statement.

MOTION CARRIED

5. **Approval of Credit Card Application**

Interim Executive Director presented. Recommend approval of a credit card application to First National Bank/UMB Bank.

MOTION: A motion was made by Hockensmith and seconded by O'Connor to approve completion of the Organization Resolution and Agreement for Credit Card.

MOTION CARRIED

6. **FFY 2024-2027 Transportation Improvement Program Amendments**

Planning Manager presented. Recommend approval of the proposed Federal Fiscal Year 2024-2027 Transportation Improvement Program amendment from the City of Des Moines, the City of Johnston, and the City of Polk City.

MOTION: A motion was made by Weaver seconded by Murray to approve the FFY 2024-2027 Transportation Improvement Program Amendments.

MOTION CARRIED

7. **FFY 2025 Iowa Clean Air Attainment Program Applications**

Planning Manager presented. Staff recommends approval of the FFY 2025 Iowa Clean Air Attainment Program applications.

MOTION: A motion was made by Weaver and seconded by Gatto to approve the FFY 2025 Iowa Clean Air Attainment applications.

MOTION CARRIED

8. **Safe Streets and Roads for All Grant Agreement**

Planning Manager presented. Recommend approval of the Safe Streets and Roads for All Grant Agreement.

MOTION: A motion was made by Weaver and seconded by Riva to approve the Safe Streets and Roads for All Grant Agreement.

MOTION CARRIED

9. **MPO 2020 Urban Area Boundary Update**

Principal Planner presented. Recommend approval of the proposed MPO 2020 Urban Area Boundary.

MOTION: A motion was made by Holm and seconded by O'Connor to approve the MPO 2020 Urban Area Boundary.

MOTION CARRIED

10. **Executive Director Search Update**

Chair reported that the Search Committee will continue to find a search firm and an RFP has been drafted.

11. **Water Trails BUILD Grant Update**

Planning Manager presented. Update regarding the progress on the Water Trails project. Report and discussion only.

12. **Director Report**

Interim Executive Director presented and update on MPO activities and potential future. Report and discussion only.

13. **Non-Action Items**

Reminder of the 40th MPO Anniversary celebration scheduled for September 29 at Smash Park. Please RSVP,

14. **Next Meeting Date**

October 11, 2023, beginning at 11:30 a.m.

15. **Adjournment**

Hearing no objection to the contrary, the Chair adjourned the Executive Committee meeting at 12:00 p.m.