

Meeting Minutes
Policy Committee Meeting
Des Moines Area Metropolitan Planning Organization (MPO)
4:00 p.m., September 21, 2023

The MPO held a Policy hybrid in-person/ virtual meeting at 4:00 p.m., September 21, 2023. The MPO staff emailed agenda packets to the MPO's representatives and posted the agenda at the MPO office on September 15, 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.**

MPO Representatives Present:

Michael Schrock | City of Ankeny
Ruth Randleman | City of Carlisle
Ted Weaver | City of Clive
Kathie Hungerford | City of Cumming**
Luis Montoya | DART
Frank Cownie | City of Des Moines
Scott Sanders | City of Des Moines
Carl Voss | City of Des Moines
Joe Gatto | City of Des Moines
Josh Mandelbaum | City of Des Moines
Connie Boesen | City of Des Moines
Stephanie Riva | City of Norwalk
Mark Konrad | City of Pleasant Hill
Tom Hockensmith | Polk County
Robert Andeweg | City of Urbandale
Matt McKinney | City of West Des Moines
Tom Hadden | City of West Des Moines
Mike Jones | City of Windsor Heights
Zac Bitting | IDOT *

MPO Representatives Absent

Dean O'Connor | City of Altoona
David Jones | City of Ankeny
Doug Elrod | City of Bondurant
Mark Hanson | Dallas County
Colton Fors | City of Elkhart**
Scott Mikkelsen | City of Grimes
Stephanie Erickson | City of Indianola**
Jim Evans | City of Johnston
Heather Stancil | Madison County**

MPO Representatives Absent continued:

Tammi Dillavou | City of Mitchellville
Jeff Walters | Polk City
Travis Brott | Van Meter**
Mark Snell | Warren County
Courtney Clarke | City of Waukee
Kevin Foley | Des Moines International Airport*
Julia Castillo | HIRTA*
Johnnie Gibson | FHWA*
Daniel Nguyen | FTA*
Eva Steinman | FTA*
* Advisory/Non-Voting Representatives
** Associate/Non-Voting Representative

Others Present:

Clifford Leonard | Public

MPO Staff Present:

Scott Brennan | MPO General Counsel
Dylan Mullenix | Interim Executive Director
Zach Young | Planning Manager
Andrew Collings | Principal Planner
Tracey Deckard | Office Manager
Gunnar Olson | Public Affairs Manager
Zhi Chen | Senior Planner
Carl Saxon | Senior Planner

1. Call To Order

Chair Andeweg recognized a quorum and called September Policy Meeting to order at 4:05 p.m.

2. Approval of Agenda

MOTION: A motion was made by Hadden and seconded by Boesen to approve the Des Moines Area Metropolitan Planning Organization September 21, 2023, meeting agenda.

MOTION CARRIED UNANIMOUSLY

3. Approval of Meeting Minutes

MOTION: A motion was made by Gatto and seconded by Voss to approve the August Policy meeting minutes.

MOTION CARRIED UNANIMOUSLY

4. Approval of the Financial Statements

Ted Weaver presented. The Finance Committee approved the Financial Statements.

MOTION: A motion was made by Gatto and seconded by Voss to approve the Financial Statements.

MOTION CARRIED UNANIMOUSLY

5. Approval of Credit Card Application

Interim Executive Director presented. Recommend approval of the Organization Resolution and agreement for Credit Card Program to allow staff to open a new credit card account, with the Interim Executive Director named as Program Coordinator and the Office Manager named as Recordkeeper, and with credit limits of \$10,000 for the Interim Executive Director and \$5,000 for the Office Manager, per the MPO Policies and Procedures Manual approved in August 2023.

MOTION: A motion was made by Boesen and seconded by Gatto to approve the credit card application.

MOTION CARRIED UNANIMOUSLY

6. Public Comment

None.

[Scott Sanders joins meeting 4:08]

[Mayor Cownie joins meeting at 4:09]

7. Safe Streets and Roads for All

Steve Naber, City of Des Moines provided an update on the City of Des Moines on its project applications to the *Safe Streets and Roads for All* grant program.

8. FFY 2024-2027 Transportation Improvement Program Amendments

Planning Manager presented. Recommend approval of the proposed FFY 2024-2027 Transportation Improvement Program amendments from the City of Des Moines, the City of Johnston, and the City of Polk City.

MOTION: A motion was made by Gatto and seconded by Cownie to approve the FFY 2024-2027 Transportation Improvement Program amendments

MOTION CARRIED UNANIMOUSLY.

9. FFY 2025 Iowa Clean Air Attainment Program Applications

Planning Manager presented. Recommend approval of the FFY 2025 Iowa Clean Air Attainment Program applications from the City of Ankeny, Polk County, and the City of West Des Moines.

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

MOTION CARRIED UNANIMOUSLY

10. 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 Gatto and seconded by Boesen to approve the Safe Streets and Roads for All Grant Agreement.

MOTION CARRIED UNANIMOUSLY

11. 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 Gatto and seconded by Hadden to approve the proposed MPO 2020 Urban Area Boundary.

MOTION CARRIED UNANIMOUSLY

12. Executive Director Search Update

Chair provided and update on the Executive Director search process.
Report and discussion only.

13. Water Trails BUILD Grant Update

Planning Manager presented. Update on the Downtown Water Trails BUILD grant project.
Report and discussion only.

14. Director Report

Interim Executive Director provided an update on MPO Activities. Hockensmith and Boesen complemented the work of the Interim Executive Director for visiting all members. The Interim Director also indicated that he would be presenting to the City Council and Boards.
Report and discussion only.

15. Other Non-Action Items of Interest to the Committee

Staff provided a reminder of the MPO 40th Anniversary event on September 29 at Smash Park from 2:00-5:00 p.m.

16. Next Meeting Date- October 19, 2023, at 4:00 p.m.

17. Adjournment

Hearing no objection to the contrary, The Chair adjourned the meeting at 4:51 p.m.