

**Meeting Minutes**  
**Policy Committee Meeting**  
**Des Moines Area Metropolitan Planning Organization (MPO)**  
**4:00 p.m., January 18, 2024**

The MPO held a Policy hybrid in-person/ virtual meeting at 4:00 p.m., January 18, 2024. The MPO staff emailed agenda packets to the MPO's representatives and posted the agenda at the MPO office on January 12, 2024. **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:**

Mark Holm | City of Ankeny  
David Jones | City of Ankeny  
Doug Elrod | City of Bondurant  
Ruth Randleman | City of Carlisle  
Ted Weaver | City of Clive  
Kathie Hungerford | City of Cumming\*\*  
Luis Montoya | DART  
Connie Boesen | City of Des Moines  
Malcolm Hankins | City of Des Moines  
Joe Gatto | City of Des Moines  
Josh Mandelbaum | City of Des Moines  
Brian Baker | City of Norwalk  
Len Murray | City of Pleasant Hill  
Jeff Walters | Polk City  
Steve van Oort | Polk County  
Robert Andeweg | City of Urbandale  
Mark Snell | Warren County  
Tom Hadden | City of West Des Moines  
Mike Jones | City of Windsor Heights  
Shelby Ebel | IDOT \*  
Kevin Foley | Des Moines International Airport\*

**MPO Representatives Absent**

Dean O'Connor | City of Altoona  
Mark Hanson | Dallas County  
Frank Cownie | City of Des Moines  
Colton Fors | City of Elkhart\*\*  
Scott Mikkelsen | City of Grimes  
Stephanie Erickson | City of Indianola\*\*  
Jim Evans | City of Johnston

Ryan Marquardt | Madison County\*\*  
Courtney Clarke | City of Waukee  
Matt McKinney | City of West Des Moines  
Julia Castillo | HIRTA\*  
Tammi Dillavou | City of Mitchellville  
Tom Hockensmith | Polk County  
Travis Brott | Van Meter\*\*  
Johnnie Gibson | FHWA\*  
Daniel Nguyen | FTA\*  
Eva Steinman | FTA\*  
\* Advisory/Non-Voting Representatives  
\*\* Associate/Non-Voting Representative

**Others Present:**

Clifford Leonard | Public  
Cassandra Hall | 2 The Top  
Diana Deibler | Deibler & Company  
Beth Osborne | Transportation 4 America

**MPO Staff Present:**

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

**1. Call To Order**

Chair Andeweg recognized a quorum and called the January Policy Meeting to order at 4:00 p.m.

**2. Approval of Agenda**

**MOTION:** A motion was made by Snell and seconded by Jones to approve the Des Moines Area Metropolitan Planning Organization January 18, 2024, meeting agenda.

**MOTION CARRIED UNANIMOUSLY**

**3. Approval of Meeting Minutes**

**MOTION:** A motion was made by Snell and seconded by Voss to approve the Des Moines Area Metropolitan Planning Organization January 18, 2024, meeting minutes.

**MOTION CARRIED UNANIMOUSLY**

**4. Approval of the Financial Statement**

**MOTION:** A motion was made by Gatto and seconded by Snell to approve the Des Moines Area Metropolitan Planning Organization January Financial Statement.

**MOTION CARRIED UNANIMOUSLY**

**5. Presentation: Executive Director Search Update (item heard out of order- previously item #7)**

Cass Hall and Diana Diebler presented. Provided an update on the process for hiring a new Executive Director. Discussion ensued. Determined that the next Policy Meeting will be held at the Botanical Gardens follow the interviews and meet and greet of the applicants. Calendar invites will be sent out.

**6. PRESENTATION: Transportation for America**

Beth Osbourne from Transportation for American presented on strategies for regions to be competitive for federal funding.

*[Tom Hadden joins the meeting at 4:24 p.m.]*

*[Marketa Oliver joins the meeting at 4:35]*

**7. Public Comment- none**

**8. PRESENTATION and VOTE: FY 2023 Audit**

Presentation by Joe Sparks of Denman & Associates. Reports a clean audit and no instances of noncompliance with federal requirements. Recommend approval of the FY 2023 Audit.

**MOTION:** A motion was made by Murray and seconded by Snell to approve FY 2023 Audit.

**MOTION CARRIED UNANIMOUSLY**

**9. Filling of Office Vacancies**

Chair, Bob Andeweg presented. Consider action to fill current vacancies in the Vice Chari and Secretary/Treasurer positions. Recommend naming Ted Weaver as the temporary Vice-Chair to the MPO through the end of February 2024.

**MOTION:** A motion was made by Voss and seconded by Gatto to approve naming Ted Weaver as the temporary Vice-Chair to the MPO through the end of February 2024.

**MOTION CARRIED UNANIMOUSLY**

**10. Loan Transfer Request to the Iowa Department of Transportation**

Interim Executive Director presented. Recommend authorizing staff to send a letter to the Iowa DOT requesting that the RRLG loan for the transload facility be transferred from the MPO to Des Moines Industrial.

**MOTION:** A motion was made by Jones and seconded by Murray to authorize staff to prepare and send a letter to the Iowa DOT requesting that the RRLG loan for the transload facility be transferred from the MPO to Des Moines Industrial.

**MOTION CARRIED UNANIMOUSLY**

**11. Planning Area Boundary Update**

Principal Planner presented. Recommend approval of the updated Planning Area Boundary.

**MOTION:** A motion was made by Snell and seconded by Murray to approve the updated Planning Area Boundary.

**MOTION CARRIED UNANIMOUSLY**

**12. Mobilizing Tomorrow Funding Projections**

Project Manager presented. Recommend approval of the funding projects for the development of Mobilizing Tomorrow, the region's Long-Range Transportation Plan.

**MOTION:** A motion was made by Jones and seconded by Snell to approve the funding projects for the development of Mobilizing Tomorrow

**MOTION CARRIED UNANIMOUSLY**

**13. Mobilizing Tomorrow Project Solicitation**

Project Manager presented. Report and discussion only.

**14. Norfolk Southern Rail Spur Track Assessment**

Interim Executive Director presented. Discussion regarding a proposal for passenger rail services on the Norfolk Southern rail spur. Report and discussion only.

**15. Fiscal Year 2025 Uniform Planning Work Program and Budget Discussion**

Interim Executive Director presented. Discussion of the process to develop the next work program and budget. Report and discussion only.

**16. Iowa DOT 2020-2024 Safety Performance Targets (PM1)**

Senior Planner presented. Report on the Iowa DOT's 2020-2024 safety performance targets. Report and discussion only.

**17. 2023 Regional Trail Pavement Condition Report**

Senior planner presented. Report regarding updated regional trail pavement conditions. Report and discussion only.

**18. Purple Heart Highway**

Public Affairs Manager presented. Update regarding the process to redesignate Iowa Highway 5/ US Highway 65 Corridor to an Interstate. Report and discussion only.

**19. Director's Report**

Interim Executive Director presented. Discussion regarding the contract review of the Connectify agreement with the MPO. Representative Murray expressed questions and concerns and responses were provided. Murray requested additional time to review the responses and follow up on additional research.

**20. Other Non-Action Items of Interest to the Committee**

None

**21. Next Meeting Date- February 15, 2024, at the Des Moines Botanical Garden at 4:00 p.m.**

**22. Adjournment**

Hearing no objection to the contrary, The Chair adjourned the meeting at 5:38 p.m.