




DES MOINES AREA MPO

Executive Committee Meeting

July 17, 2024

APPROVAL OF AGENDA

July 17, 2024, Agenda



1. Call to Order
2. VOTE: Approval of Agenda
3. VOTE: Approval of Meeting Minutes
4. CONSENT and VOTE: June Financial Statement
5. CONSENT and VOTE: Contracts and Expenses
6. PUBLIC COMMENT on MPO Actions
7. PRESENTATION: 2 The Top Services Update
8. REPORT and VOTE: Final FFY 2025-2028 Transportation Improvement Program
9. REPORT: *Mobilizing Tomorrow* Update
10. REPORT: Executive Director's Update
11. Other Non-Action Items of Interest to the Committee
12. Next Meeting Date – August 17 2024 – 11:30 a.m.
13. Adjournment

APPROVAL OF MEETING MINUTES

JUNE FINANCIAL STATEMENT

CONTRACTS AND EXPENSES

Contracts and Expenses

VENDOR	PURPOSE	NOTES/INFORMATION	AMOUNT REQUESTED
Sarah Nolls Wilson, Inc.	Executive coaching for Executive Director	<p>Executive coaching was offered to the Executive Director in an employment offer letter. Funds for coaching were included in FY 2025 budget.</p> <p>The proposed 12-month contract is available to review here.</p>	\$19,250

PUBLIC COMMENT ON MPO ACTIONS

2 THE TOP SERVICES UPDATE

Governance Insights



Participated in Interview **Dylan Mullenix, AICP**
Executive Director

Michael Helgerson, MPA
Executive Director

David A. Warm
Executive Director

Gary Huttman, AICP
Executive Director

William Murdock, AICP
Executive Director

Michael McCoy
Executive Director

Ron Achelpohl
Director of Transportation and Environment

Website <https://dmampo.org/>

www.mapacog.org

www.marc.org

<https://metroplanorlando.gov/>

<https://www.morpc.org/>

<https://www.mwatoday.com/>

Metropolitan Des Moines, Iowa

Omaha NE/Council Bluffs IA Area

Bi-state Kansas City Region

Central Florida

Metropolitan Columbus Ohio and surrounding area

Metropolitan Des Moines, Iowa

Established	1983 28E Agreement	1967 28H Intergovernmental Council	1972 Mid-America Council of Governments Metro Plan	1977 Interlocal Agreement	1969 Articles of Agreement By-laws	1969 By-laws
Geography/Region Managed	Carlisle, Clive, Des Moines, Grimes, Johnston, Mitchellville, Norwalk, Pleasant Hill, Polk City, Urbandale, Waukee, West Des Moines, Windsor Heights); DART; four associate, non-voting cities; unincorporated portions of Polk, Dallas and Warren Counties in central Iowa; and one associate, non-voting county.	Six-county region, including Cass, Douglas, Sarpy and Washington Counties in Nebraska (including Omaha,) and Mills and Pottawattamie Counties in Iowa	Nine counties and 119 cities, counties include: Platte, Clay, Jackson (Kansas City,) Ray, Cass, Miami, Johnson, Wyandotte and Leavenworth	3 counties including Orange, Seminole and Osceola which also encompass Orlando and Kissimmee metro areas	15 county area including Columbus: Logan, Union, Marion, Morrow, Knox, Delaware, Licking, Madison, Franklin, Fayette, Pickaway, Fairfield, Perry, Ross, Hocking	Altoona, Ankeny, Bondurant, Clive, Des Moines, Elkhart, Grimes, Johnston, Mitchellville, Norwalk, Pleasant Hill, Polk City, Polk County, Runnells, Urbandale, West Des Moines, Windsor Heights
Participation	26 member committee, meets 9 times per year 11 member Executive Committee meets monthly to review Committee Agenda and other pressing business	79 member council sets policy, council of officials - meets quarterly 9 member board of directors meets monthly to carry out policy and oversee agency	Transportation Policy Committee - 51 voting members, meeting every month	22 member board	107 member committee Meets 10 times per year, reports to Regional Planning Commission	17 member board of directors
Regional Planning Efforts Include	Transportation	Transportation, infrastructure, housing and natural resources	Aging, Economy & Housing, Health, Safety & Security, Early Learning, Environment, Local Government, Transportation	Transportation	Transportation, land-use, environmental sustainability, and housing stability.	Peer organization in the Des Moines Metro - they provide safe and smart waste disposal and recycling.

What makes your structure effective?	We work hard to keep things front of mind. Regional collaboration isn't always where the members are, but it is the purpose of our work.	Inclusive - people are interested in funding and planning, processes are well defined, shared in advance, tension is well managed, policy is clear	Leverage strong committees, committee chairs report on the actions from the committee meetings (not staff,) leverage the executive committee mostly during the legislative session	Function more like a chamber of commerce mentality: ROI, member benefits, host forums, events, awards and annual meeting. Focus on connecting people to the organization.	Very efficient with everyone's time, clear communication, people know what to expect
How do you keep board members engaged?	Must maintain relationships w/city administrations, meetings need to be intentional. "Engagement is THE thing."	Build relationships - they trust each other, well supported, we work hard to know the details of all of the local plans and it's our job to find the middle ground/what they all share in common	Spend time one-on-one, personal relationships, board officers need to be prepared, review the agenda with any board member who would like an advance preview, relationship building is the most important!	Personal visits, special events - but all within our wheelhouse. Intentional about committee development to try and shape the commission.	1 - relationships! Between us and board members, and the director and deputy director 2 - Dinner together before the board meeting 3 - Board receives the agenda two weeks ahead of the meeting, they have a review meeting open to anyone who would like to attend
Value of clear vision and strategy	Very important - makes it easier for staff, defines true purpose, gives vision, creates alignment, drives discussion and makes participation real.	Really important - this drives the common understanding, creates buy-in. Each of their pillars have a plan, the overall organization does not.	Very important - "it is the why we do the things we do." They rely heavily on it.	Critical - they have two layers of strategy, one for the overall organization, then each program has their own individual strategic framework as well.	Very important! Deputy Director leads here - need to have this for buy-in of the board, engage them in the process, but don't make it daunting
Urban and Rural Considerations	terms of "micro" regional, strategies are different based on who is willing to partner	Showcase local work, attending in person very important	investment (at a minimum) to each member each year so everyone feels the value of the MPO.	Rural MPO and Metro MPO approach to allow for the distinctly different conversations	They celebrate the urban/rural differences. They are everyone's partner, but not part of the fight.
Unique Best Practice	awards.) These funds support are leveraged in a variety of ways, to support general operating costs and sometimes as match for additional grants.	Transparency with finance - their financials have been distinguished by GFOA, a designation they have worked hard to achieve.	They only meet 8 times per year, meeting limited to an hour to an hour and a half.	placing interns in all cities across their region. They recruit and vet the students and connect them with the appropriate work in the governments. 150	vote." Many boards in the metro making this shift. Each city gets their regular allocation, but only has one representative, allowing the boards to be



Staffing Insights



Participated in Interview **Michael Helgerson, MPA**
Executive Director

David A. Warm
Executive Director

Gary Huttman, AICP
Executive Director

WILLIAM MURDOCK, AICP
Executive Director

Michael McCoy
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Omaha NE/Council Bluffs IA Area

Bi-state Kansas City Region

Central Florida


Metropolitan Columbus Ohio and surrounding area

Metropolitan Des Moines, Iowa

General Staff Size	25			90 - 100 staff	
Transportation Specific		26	18	25	NA
General Notes	Relatively flat org chart, huge turnover 8 years ago, "younger" team, diverse, not many grant funded positions	We are slow decision makers - we really take our time - recognize that they do need to simply some things, they work in 5 year cycles for planning	They feel recruitment and retention is "okay" right now. Average age of the team is probably mid - 30's.	Trouble recruiting in IT and Finance, adjusting expectations (our own of what it will take to recruit and retain today's talent)	"Nobody sees behind the curtain." The Board is policy, we implement it. They don't get into operations.
Key Positions for ED	5 direct reports - department directors Just appointing Deputy Director and Grants and Agreements Specialist	ED - Director of Finance, Admin keeps communication flowing Dir of Transpiration Asst Director Chief Resiliency Officer Manager of Transportation Operations	*Finance/Admin - CPA Director of Regional Partnerships *Director of Transportation Planning Director of Transportation Systems	6 Direct Reports Chief of Mobility Chief Planning Officer Chief of Operations Government Officer Residential Services Communications	HR - have only have this position for four years CFO - decision making support, real time data Deputy Director - Succession, build positions-not names, needed someone to run along side the work
What makes these roles especially vital?	Capacity and expertise - because they do what they do, the ED can focus on relationships and other aspect of the work	Need capacity in fiscal shop!! "People trust us because we are good at managing the money."	Finance certifications and ability to assess financial risk. If this position left it would be huge, tough to replace		Staff has to understand the politics and be able to build relationships.
Are there defining aspects of certain roles that support governance that contribute to ED success?	Director of Finance and the Finance Team Director of Administration - highly trusted resource, board trusts this role	Instinctly diplomatic, respectful of views, frame the issues in a way that create engagement, deliberate in approach, we do not push solutions, we don't drive the outcome, hire good communicators, support role for the communities, we don't have an agenda, we learn/understand where the region wants to go	Director of Transportation Planning - 3 professional engineers - also planners - allows them to do more for local governments Communications department makes technical things user-friendly	Each Board/Committee has a lead person that is not the ED. Staff leads the groups.	Deputy Director focuses on organizational culture and strategy.
If you could change anything about your operation, what would it be?	Notes offered were related to governance - making sure the ED is able to stay informed as to what is going on everywhere	We have technical expertise that we contribute. We do struggle sometimes with our "are we leading?" We are not neutral on everything! Sometimes tension arises from what we believe.	Staff - fewer directors Merge all planning and transportation together (TISMO and TP) Directors and managers need to have a certain # of direct reports Role of Director of Regional Partnerships - adding value?	Notes related to governance - Board members need to read packets! Notes related to operations - would like help people find career pathways within the organization.	Give the Board what they want - find their leadership style, over communicate

FINAL FFY 2025-2028 TRANSPORTATION IMPROVEMENT PROGRAM

Draft FFY 2025-2028 TIP



- The FFY 2025-2028 was submitted to the Iowa DOT on June 15.
 - Comments from Iowa DOT and member governments have been incorporated
 - Public input meeting held on July 9th
- Please review the project list and make sure that all your projects are correctly programmed (page 40).

MOBILIZING TOMORROW UPDATE

Mobilizing Tomorrow Update

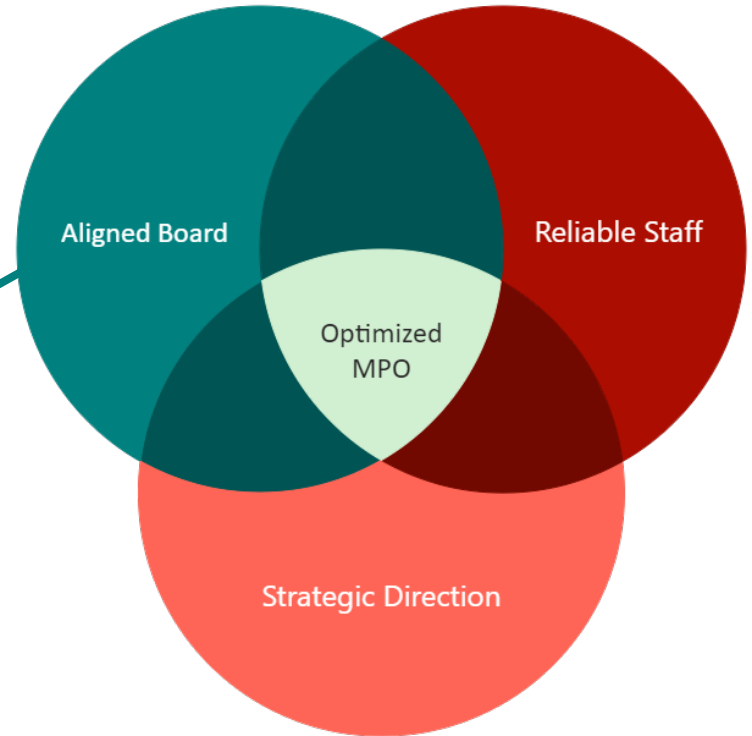


- Public Comments on LRTP Projects
 - LRTP projects are out for public comment through July 12th
- Growth Scenario
 - The majority of communities have completed their spreadsheets
 - Staff will compile and integrate into the model
- Draft Chapters for Review
 - Staff is finalizing draft Chapter 1 and 2 and will be sending out for review in the coming week

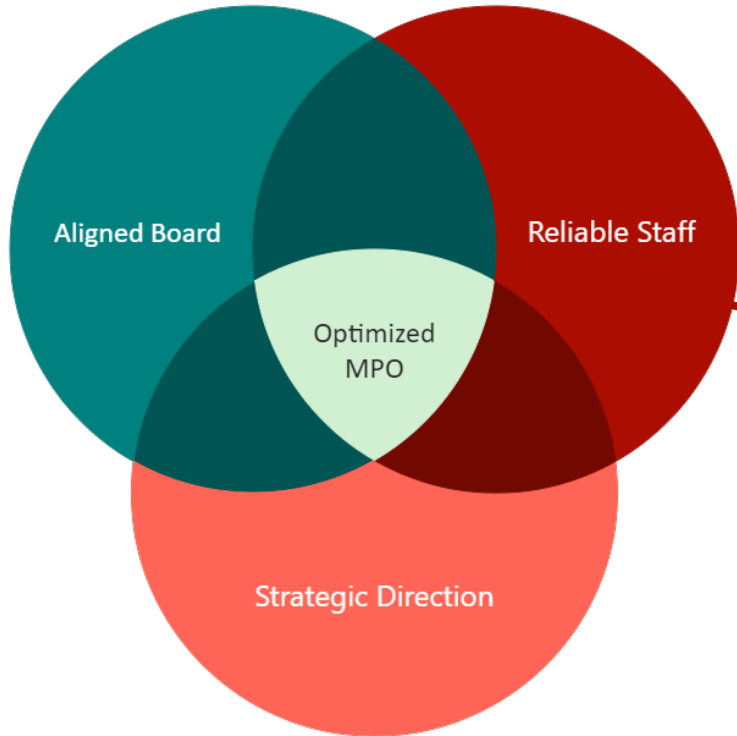
EXECUTIVE DIRECTOR'S REPORT

Optimized MPO: Updates on Aligned Board

- Governance Assessment by 2 The Top
- Staff will be reaching out for one-on-one meetings with board members



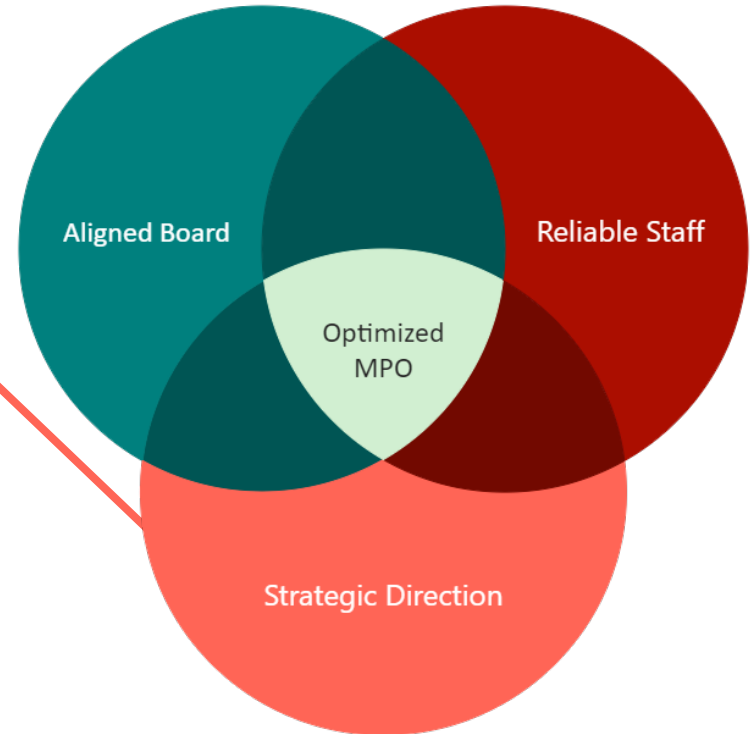
Optimized MPO: Update on Reliable Staff



- Human Capital Plan by 2 The Top.
- Addison Williamson has joined staff as new Associate Planner


Optimized MPO: Update on Strategic Direction

- Deliverables from 2 The Top will feed into Strategic Plan
- House released draft of FY 2024 appropriations bill
 - Cuts \$1.9 billion
 - No RAISE or SS4A dollars
- West Mixmaster Funding
- Regular meetings scheduled with Iowa DOT District 1, DART, and MAPA



OTHER ITEMS OF INTEREST

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