

MEETING MINUTES
 Des Moines Area Metropolitan Planning Organization (MPO)
 EXECUTIVE COMMITTEE
 11:30 a.m. Wednesday, July 17, 2024
 Des Moines Area MPO | Virtual Meeting

The MPO Executive Committee held a hybrid live/virtual meeting at 11:30 a.m. on July 17, 2024, at the Des Moines Area MPO office and via Zoom. MPO staff emailed agenda packets to the MPO Executive and members on July 11, 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.**

EXECUTIVE MEMBERS PRESENT:	PRESENT	ABSENT
Mark Holm, Chair City of Ankeny	X	
Jeff Walters, Vice Chair City of Polk City	X	
Connie Boesen, Sec/Treasurer City of Des Moines		X
Doug Elrod City of Bondurant	X	
Joe Gatto City of Des Moines	X	
Len Murray City of Pleasant Hill	X	
Jeff Walters City of Polk City	X	
Steve VanOort Polk County		X
Bob Andeweg City of Urbandale		X
Matthew McKinney City of West Des Moines	X	
Courtney Clarke City of Waukee	X	
Mike Jones City of Windsor Heights	X	
Shelby Ebel IDOT		X
STAFF PRESENT:		
Dylan Mullenix Executive Director	X	
Zach Young Project Manager	X	
Zhi Chen Senior Planner	X	
Carl Saxon Senior Planner	X	
Gunnar Olson Public Affairs Manager		X
Tracey Deckard Office Manager	X	
Rhonda Miller Accountant	X	
Scott Brennan Legal Counsel	X	
Joshua Squires Intern	X	

OTHERS PRESENT:	INTEREST/REPRESENTING
Clifford Leonard	Public

1. Call to Order

MPO Chair Mark Holm called the July 17, 2024, 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 McKinney to approve the July 17,

2024, Des Moines Area MPO Executive Committee meeting agenda.

MOTION CARRIED

3. **Approval of Meeting Minutes**
Recommend approval of the June 12, 2024, meeting minutes.
MOTION: A motion was made by Jones and seconded by Gatto to approve the June 12, 2024, meeting minutes.
MOTION CARRIED

4. **Approval of June Financial Statement**
Recommend approval of the June Financial Statement.
MOTION: A motion was made by Murray and seconded by Walters to approve the May Financial Statement.
MOTION CARRIED

5. **Contracts and Expenses**
Executive Director Dylan Mullenix presented. Recommend approval of hiring Sarah Nolls Wilson, Inc. for the Executive coaching for the Executive Director in the amount of \$19,250.00.
MOTION: A Motion was made by Gatto and seconded by Jones to approve the contracts and expenses.
MOTION CARRIED

6. **Public Comment**
No one from the public asked to speak.

7. **2 The Top Services Update**
Consultant Cassandra Halls with 2 The Top presented progress on the salary survey, Human Capital Plan, and Governance Assessment. Report and discussion only.

8. **Final FFY 2025-2028 Transportation Improvement Program**
Project Manager Zach Young presented. Recommend approval of the final Federal Fiscal Years 2025-2028 Transportation Improvement Program.
MOTION: Motion made by Andeweg and seconded by Walters to approve the final Federal Fiscal Years 2025-2028 Transportation Improvement Program.
MOTION CARRIED

9. **Non-Action Items**
Project Manager Zach Young provided an update on the update to the region's long-range transportation plan, *Mobilizing Tomorrow*. Executive Director Dylan Mullenix provided updates on the MPO's strategic direction and introduced Addison Williamson as the new Associate Planner.

10. **Next Meeting Date**
August 17, 2024, beginning at 11:30 a.m.

11. **Adjournment**
Hearing no objection, the Chair adjourned the Executive Committee at 12:09 p.m.