

MEETING MINUTES
 Des Moines Area Metropolitan Planning Organization (MPO)
 EXECUTIVE COMMITTEE
 11:30 a.m. Wednesday, August 7, 2024
 Des Moines Area MPO | Virtual Meeting

The MPO Executive Committee held a hybrid live/virtual meeting at 11:30 a.m. on August 7, 2024, at the Des Moines Area MPO office and via Zoom. MPO staff emailed agenda packets to the MPO Executive and members on August 2, 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	
Logan Kraus Legal Counsel	X	
Joshua Squires Intern	X	

OTHERS PRESENT:	INTEREST/REPRESENTING
Clifford Leonard	Public
Carol Maher	Public

1. Call to Order

MPO Chair Mark Holm called the August 7, 2024, meeting to order at 11:29 a.m. A quorum was present.

Public Comment from Carol Maher was permitted prior to approval of the agenda.

2. **Approval of Agenda**
MOTION: A motion was made by Elrod and seconded by Walters to approve the August 7, 2024, Des Moines Area MPO Executive Committee meeting agenda.
MOTION CARRIED
3. **Approval of Meeting Minutes**
Recommend approval of the July 17, 2024, meeting minutes.
MOTION: A motion was made by Elrod and seconded by McKinney to approve the July Executive Committee meeting minutes.
MOTION CARRIED
4. **Approval of May Financial Statement**
Recommend approval of the July Financial Statement.
MOTION: A motion was made by Murray and seconded by Boesen to approve the July Financial Statement.
MOTION CARRIED
5. **Presentation: Governance Assessment and Human Capital Plan**
Cass Hall from 2 The Top presented and presented primarily regarding the recent Governance Assessment results. Option vote. Discussion ensued. The committee decided to present the information to Policy to allow additional time to review the materials and assessment results. No vote was taken.
6. **MPO Population Adjustments and Joint Resolution with CIRTPA**
Senior Planner, Zhi Chen presented. Recommend approval of the population adjustments and joint resolution with CIRTPA.
MOTION: A Motion was made by Boesen and seconded by Andeweg to approve the population adjustments and joint resolution with CIRTPA.
MOTION CARRIED
7. **Carbon Reduction Program Funding Process**
Project Manager, Zach Young presented. Consider approval of the process to award the remaining Carbon Reduction Program (CRP) funding to reduce transportation related emissions. Lengthy discussion ensued. No vote taken. This item will be presented to the Policy Committee for additional discussion and determination.
8. **Comprehensive Safety Action Plan Update**
Project Manager, Zach Young presented. Report and update regarding the development of the region's Comprehensive Safety Action Plan (CSAP). Report and discussion only.
9. **Non-Action Items**
Chair Mark Holm advised that it was time for Dylan's mid-year review. He requested input from members. Public Affairs Manager advised that MPO swag is available for purchase.
10. **Next Meeting Date**
September 11, 2024, beginning at 11:30 a.m.
11. **Adjournment**
Hearing no objection the Chair adjourned the Executive Committee meeting at 12:54 p.m.