

MEETING MINUTES

Des Moines Area Metropolitan Planning Organization (MPO)

EXECUTIVE COMMITTEE

11:30 a.m. Wednesday, October 9, 2024

Des Moines Area MPO | Virtual Meeting

The MPO Executive Committee held a hybrid live/virtual meeting at 11:30 a.m. on October 9, 2024, at the Des Moines Area MPO office and via Zoom. MPO staff emailed agenda packets to the MPO Executive and members on October 4, 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:		
Scott Brennan Legal Counsel	X	
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	
Addison Williamson Associate Planner	X	
Joshua Squires Intern		X
OTHERS PRESENT:	INTEREST/REPRESENTING	
Cass Halls	2 The Top	
Carol Maher	Public	
Adam Plagge	City of Windsor Heights	

1. Call to Order

MPO Chair Mark Holm called the October 9, 2024, meeting to order at 11:300 a.m. A quorum was present.

2. **Approval of Agenda**

MOTION: A motion was made by Andeweg and seconded by Gatto to approve the October 9, 2024, Des Moines Area MPO Executive Committee meeting agenda.

MOTION CARRIED

3. **Approval of Meeting Minutes**

Recommend approval of the September 11, 2024, meeting minutes.

MOTION: A motion was made by Andeweg and seconded by Walters to approve the September Executive Committee meeting minutes.

MOTION CARRIED

4. **Consent and Vote Items**

a. September Financial Statement

b. Transportation Improvement Program Amendment from Polk County

MOTION: A motion was made by Gatto and seconded by Andeweg to approve the Consent Items a-b.

MOTION CARRIED

11:34- LEN MURRAY JOINS THE MEETING

5. **MPO Member Request for Service**

Public Affairs Manager, Gunnar Olson presented. City of Windsor Heights asked the MPO to assist with applying for a RAISE grant. Recommend approval of providing grant writing services to the City of Windsor Heights. Discussion ensued.

MOTION: A motion was made by Gatto and seconded by Clarke to approve grant writing services to the City of Windsor Heights.

M JONES ABSTAINED

MOTION CARRIED

6. **Governance Assessment**

Executive Director, Dylan Mullenix and Cass Hall of 2 The Top presented. Continued discussion on steps to implement recommendations included in the MPO Governance Assessment report. Lengthy discussion ensued.

7. **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.

8. **FFY 2026-2029 Carbon Reduction Program Applications**

Project Manager Zach Young presented. Discussion regarding the applications submitted for the Carbon Reduction Program funding and program schedule. Report and discussion only.

9. **Mobilizing Tomorrow Draft**

Project Manager Zach Young presented. Update regarding the development of Mobilizing Tomorrow, the region's long-range transportation plan. Report and discussion only.

10. **Non-Action Items**

None.

11. **Next Meeting Date**

November 13, 2024, beginning at 11:30 a.m.

12. **Adjournment**

Hearing no objection, the Chair adjourned the Executive Committee meeting at 12:31 p.m.