

**MEETING MINUTES**  
 Des Moines Area Metropolitan Planning Organization (MPO)  
**EXECUTIVE COMMITTEE**  
 11:30 a.m. Wednesday, February 6, 2025  
 Des Moines Area MPO | Virtual Meeting

The MPO Executive Committee held a hybrid live/virtual meeting at 11:30 a.m. on February 6, 2025. MPO staff emailed agenda packets to the MPO Executive and members on January 30, 2025. **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.**

<b>EXECUTIVE MEMBERS' PRESENT:</b>	<b>PRESENT</b>	<b>ABSENT</b>
Mark Holm, Chair   Polk County	X	
Jeff Walters, Vice Chair   City of Polk City	X	
Connie Boesen, Sec/Treasurer   City of Des Moines	X	
Dean O'Connor   City of Altoona	X	
Todd Shafer   City of Ankeny	X	
Doug Elrod   City of Bondurant		X
Joe Gatto   City of Des Moines	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	
<b>STAFF PRESENT:</b>		
Scott Brennan   Legal Counsel	X	
Dylan Mullenix   Executive Director		X
Marcus Coenen   Senior Planner	X	
Carl Saxon   Senior Planner	X	
Gunnar Olson   Planning & Public Affairs Manager	X	
Tracey Deckard   Administrative Specialist	X	
Rhonda Miller   Accounting Specialist	X	
Addison Williamson   Associate Planner	X	
<b>OTHERS PRESENT:</b>	<b>INTEREST/REPRESENTING</b>	
Carol Maher	Public	
Clifford Leonard	Public	
Tony Chavez	Congressman Nunn's Office	

1. **Call to Order** Chair Mark Holm called the February 6, 2025, meeting to order at 11:30 a.m. A quorum was present.
  
2. **Approval of Agenda**  
**MOTION:** A motion was made by Gatto and seconded by O'Connor to approve the February 6, 2025, Des Moines Area MPO Executive Committee meeting agenda.  
**MOTION CARRIED**

3. **Approval of Meeting Minutes**

Recommend approval of the January 2025 meeting minutes as amended to show Shelby Ebel, Iowa DOT as present.

**MOTION:** A motion was made by Walters and seconded by O'Connor to approve the January Executive Committee meeting minutes as amended.

**MOTION CARRIED**

**REPORTS/DISCUSSIONS**

4. **a. Election of Calendar Year 2025 Officers**

Nominating Committee recommends reappointment of the current officers for another term. Officers include:

Mark Holm- Chair

Jeff Walters- Vice Chair

Connie Boesen- Secretary/Treasurer

**b. Comprehensive Safety Action Plan**

Toole Design Group presented the final draft. Recommend forwarding the Comprehensive Safety Action Plan to Policy for Approval. May need to schedule a Special Policy meeting in March for approval of the plan.

**c. Regional SS4a Implementation Grant Application**

Planning & Public Affairs Manager, Gunnar Olson, discussed the next steps for developing scope of regional grant application for Safe Streets for All implementation funding.

**d. Legislative Update and DC List**

Planning & Public Affairs Manager, Gunnar Olson, discussed status of I-435, another bill regarding sidewalk liability and the annual DC List.

**e. Fiscal Year 2026 Unified Planning Work Program and Strategic Planning**

Executive Director, Dylan Mullenix discussed the process to develop the next work program and budget. This year the MPO will be incorporating it strategic planning within the UPWP and working with 2 The Top and obtaining results from a SWOT Analysis.

**INFORMATIONAL ITEMS:**

5. **a. January Financial Statement**

The January Financial Statement was reviewed and approved by the Finance Committee

**b. Appointment to the SUDAS Board of Directors**

Recommend reappointing Mark Mueller as the MPO representative on the Statewide Urban Design and Specification Board of Directors. Forward to Policy for approval.

**c. Regional Safety Performance Targets (Performance Measures 1)**

Recommend adopting our own safety targets that align with the MPO's CSAP and vision Zero Goal. Forward to Policy for approval.

**d. Regional Safety Performance Targets (Performance Measures 2)**

Recommend adopting Iowa DOT's statewide pavement and bridge performance targets.

Forward to Policy Committee for approval.

**e. Multimodal Economic Impact Study**

Update on Multimodal Economic Impact Study approved in January. RFP sent out. Anticipated funding and schedule provided.

**6. Other Non-Action Items of Interest**

The Chair requested additional STBG Committee volunteers to have a balance of all subareas; discussion of the STBG/ TAP application dates

**7. Next Meeting Date**

March 6, 2025, beginning at 11:30 a.m.

**8. Adjournment**

Hearing no objection, the Chair adjourned the Executive Committee meeting at 12:09 a.m.