

**MEETING MINUTES**  
 Des Moines Area Metropolitan Planning Organization (MPO)  
**EXECUTIVE COMMITTEE**  
 11:30 a.m. Wednesday, January 9, 2025  
 Des Moines Area MPO | Virtual Meeting

The MPO Executive Committee held a hybrid live/virtual meeting at 11:30 a.m. on January 9, 2025. MPO staff emailed agenda packets to the MPO Executive and members on January 3, 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	
Zach Young   Grants and Project Specialist	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	
Joshua Squires   Intern		X
<b>OTHERS PRESENT:</b>	<b>INTEREST/REPRESENTING</b>	
Carol Maher	Public	
Clifford Leonard	Public	

**1. Call to Order**

MPO Vice Chair Jeff Walters called the January 9, 2025, meeting to order at 11:31 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 January 9, 2025, Des Moines Area MPO Executive Committee meeting agenda.

**MOTION CARRIED**

3. **Approval of Meeting Minutes**

Recommend approval of the December 2024 meeting minutes.

**MOTION:** A motion was made by Gatto and seconded by O'Connor to approve the December Executive Committee meeting minutes.

**MOTION CARRIED**

**REPORTS/DISCUSSIONS**

4. **a. Draft Comprehensive Safety Action Plan**

Dean Chamberlain from Toole Design provided an update on the Comprehensive Safety Action Plan and reported that the draft is nearly complete.

**b. Target Goal for Comprehensive Safety Action Plan**

Planning and Public Affairs Manager, Gunnar Olson provided a draft copy of a Resolution recommended to be passed by the Policy Committee. This Resolution is for a Zero traffic related fatalities and serious injuries by 2045. This is a mandatory component that needs to be included in the Comprehensive Safety Action Plan.

*{Mark Holm joins Meeting 11:51}*

**c. Future 435 Update**

Planning and Public Affairs Manager, Gunnar Olson provided an update on the status of the Future 435 and discussed the pending state legislation related to the effort as well as additional meetings with stakeholders pending.

*{Connie Boesen leaves Meeting 11:55}*

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

Executive Director, Dylan Mullenix discussed the process to develop the next work program and discussed the incorporating strategic planning into the process. He also advised that there would be a SWOT Analysis, and those forms should be turned into the MPO by the end of January.

**e. 2025 Committees**

Executive Director, Dylan Mullenix advised that the MPO is seeking volunteers to serve on MPO committees. Information was provided about each committee as well as anticipated time commitment.

**INFORMATIONAL ITEMS:**

5. **a. December Financial Statement**

The December Financial Statement was reviewed and approved by the Finance Committee O'Connor inquired about the status of the Water Trails project.

**b. Contracts and Expenses**

Items for Policy approval included 2 contracts for Cass Halls/ 2 The Top for Strategic Planning and Leadership Advising & Vision/Mission Review.

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

Report on the MPO's Regional 2021-2025 safety performance targets.

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

Report on the Iowa DOT's 2022-2025 pavement and bridge performance targets.

**e. Central Iowa Trail Counter Expansion**

Report on the draft locations for Regional Trail counter expansion.

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

Dylan Mullenix proposed that the MPO consider doing a Multi Modal Economic Impact Study this year. This was included in the FY 2024 UPWP but was not completed. MPO proposes working with DART, who would also pay for a portion of the costs involved. The funds for this study are in the budget. Gatto inquired how much a study would cost. Mullenix estimated \$80,000-\$100,000 depending on how inclusive. He also indicated that the Iowa DOT expressed interest as well.

**7. Next Meeting Date**

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

**8. Adjournment**

Hearing no objection, the Chair adjourned the Executive Committee meeting at 12:11 a.m.