

Meeting Minutes
Policy Committee Meeting
Des Moines Area Metropolitan Planning Organization (MPO)
4:00 p.m., January 23, 2025

The MPO held a hybrid in-person/ virtual meeting at 4:00 p.m., January 23, 2025. The MPO staff emailed agenda packets to the MPO's representatives and posted the agenda at the MPO office on January 16, 2025. An Amended Policy Agenda was emailed and posted on January 16, 2025. **In addition to these published tentative minutes, there are also 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.**

MPO Representatives Present:

Jeremy Boka | City of Altoona
Todd Shafer | City of Ankeny
Mike Schrock | City of Ankeny
Doug Elrod | City of Bondurant
Dan Carver | City of Carlisle
Ted Weaver | City of Clive
Kathie Hungerford | City of Cumming**
Amanda Wanke | DART
Chris Coleman | City of Des Moines
Connie Boesen | City of Des Moines
Carl Voss | City of Des Moines
Joe Gatto | City of Des Moines
Josh Mandelbaum | City of Des Moines
Steve Richardson | City of Indianola**
Jessica Trobaugh | City of Mitchellville
Len Murray | City of Pleasant Hill
Jeff Walters | Polk City
Mark Holm | Polk County
Robert Andeweg | City of Urbandale
Courtney Clarke | City of Waukee
Matt McKinney | City of West Des Moines
Jamie Letzring | City of West Des Moines
Mike Jones | City of Windsor Heights
Shelby Ebel | IDOT *
Brian Mulcahy | Des Moines International Airport*

MPO Representatives Absent

Julia Helm | Dallas County
Colton Fors | City of Elkhart**
Jake Anderson | City of Grimes
Jim Evans | City of Johnston

Heather Stancil | Madison County**
Jason Brown | City of Norwalk
Aaron DeKock | Warren County
Joel Akers | Van Meter**
Julia Castillo | HIRTA*
Dakin Schultz | FHWA*
Daniel Nguyen | FTA*
Eva Steinman | FTA*
* Advisory/Non-Voting Representatives
** Associate/Non-Voting Representative

Others Present:

Scott Sanders | City of Des Moines
Clifford Leonard | Public
Carol Maher | Public
Pete DeKock | City of Clive
Steve Naber | City of Des Moines

MPO Staff Present:

Scott Brennan | MPO General Counsel
Dylan Mullenix | Executive Director
Gunnar Olson | Planning & Public Affairs Manager
Marcus Coenen | Senior Planner
Carl Saxon | Senior Planner
Addison Williamson | Associate Planner
Tracey Deckard | Administrative Specialist
Rhonda Miller | Accounting Specialist

1. Call To Order

Chair Holm recognized a quorum and called the January Policy Meeting to order at 4:01 p.m.

2. **Approval of Agenda**

MOTION: A motion was made by Gatto and seconded by Murray to approve the Des Moines Area Metropolitan Planning Organization January 23, 2025, meeting agenda.

MOTION CARRIED UNANIMOUSLY

3. **Approval of Meeting Minutes**

MOTION: A motion was made by Gatto and seconded by Walter to approve the Des Moines Area Metropolitan Planning Organization November Policy meeting minutes.

MOTION CARRIED UNANIMOUSLY

4. **Approval of Consent and Vote Items**

- a. December Financial Statement
- b. Contracts and Expenses

MOTION: A motion was made by Gatto and seconded by Weaver to approve the Consent and Voting Items listed above.

MOTION CARRIED UNANIMOUSLY

5. **Public Comment**

None

6. **PRESENTATION: FY 2024 Audit**

Joe Sparks, CPA from Denman CPA LLP presented. He was delayed so this item was skipped until Mr. was available. Sparks reported a clean audit with several issues from the previous audit removed. This was discussed with staff and the financial committee. A remedy was discussed and approved. Recommend approval of the FY 2024 Audit. Murray congratulated staff on the improvements made to the annual audits.

MOTION: A motion was made by Coleman and seconded by Weaver to approve the FY 2024 Audit.

MOTION CARRIED UNANIMOUSLY

7. **PRESENTATION: Comprehensive Safety Action Plan Draft and Target Goal Adoption**

Shawn Murphy Lopez and Dean Chamberlain from Toole Design presented on the draft CSAP followed by a report on target goal; consider adoption of target goal

MOTION: A motion was made by Murray and seconded by Gatto to adopt a zero traffic-related fatalities and serious injuries by 2045 to be included in the Comprehensive Safety Action Plan.

MOTION CARRIED.

8. **Multimodal Economic Impact Study**

Executive Director, Dylan Mullenix presented. Discuss moving forward with development of a Multimodal Economic Impact Study; consider approval Discussion ensued.

MOTION: A motion for MPO staff to prepare an RFP was made by Gatto and seconded by McKinney.

MOTION CARRIED.

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

Executive Director Dylan Mullenix and Cass Halls, from 2 The Top discussed the process to develop the next work program, budget and strategic plan. Halls requested that all board members complete the SWOT worksheet and turn it into staff by January 31, 2025. Report and discussion only.

10. 2025 Committees, Representative Handbook, and Officer Nominations

Executive Director, Dylan Mullenix provided an update on MPO committee representatives as well as nominations for MPO officers. A nominating committee consisting of Dean O'Connor, Joe Gatto and Amanda Wanke recommended re-electing the current officers for another term. Discussion of additional opportunities to participate in various MPO Committees was also discussed. Report and discussion only.

11. Future 435 Update

Planning and Public Affairs Manager, Gunnar Olson presented on pending state legislation related to the effort to designate the Highway 5/ U.S. Highway 65 corridor, a/k/a Future 435, as an interstate. Report and discussion only.

MOTION: A motion was made by Gatto and seconded by O'Connor to approve the proposed budget amendment.

[Josh Mandelbaum left meeting at 4:46 p.m.]

12. Informational Items

- a. Regional Safety Performance Targets (Performance Measures 1)
- b. Pavement and Bridge Performance Targets (Performance Measures 2)
- c. Central Iowa Trail Counter Expansion

13. Directors Report

Dylan Mullenix provided an update on his goal of having an aligned board. He also advised that the Strategic Direction should begin in early April and discussed the freeze on the Carbon Reduction Funds.

14. Other Non-Action Items

Chair indicated that it is time for Dylan's annual review and that he will design a constant defined evaluation format for Dylan in the future so he is aware of his goals, expectations, etc. but this year he will meet with the officers for the review. The STBG/TAP application timelines were also discussed. Questions were also asked if the MPO was in "compliance" with the new administration. Discussion ensued.

15. Next Meeting Date February 20 , 2025 at the MPO offices at 4:00 p.m.

16. Adjournment

Hearing no objection to the contrary, the Chair adjourned the meeting at 5:03 p.m.