

MEETING MINUTES
Des Moines Area Metropolitan Planning Organization (MPO)

EXECUTIVE COMMITTEE

11:30 a.m. Wednesday, January 8, 2026
 Des Moines Area MPO | Virtual Meeting

The MPO Executive Committee held a hybrid live/virtual meeting at 11:30 a.m. on January 8, 2026. MPO staff emailed agenda packets to the MPO Executive members on January 2, 2026. **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.**

<u>EXECUTIVE MEMBERS' PRESENT:</u>	PRESENT	ABSENT
Mark Holm, Chair Polk County	X	
Ted Weaver City of Clive	X	
Connie Boesen, Sec/Treasurer City of Des Moines	X	
Dean O'Connor City of Altoona	X	
Todd Shafer City of Ankeny		X
Len Murray City of Pleasant Hill	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	
Shelby Ebel IDOT	X	
 <u>STAFF PRESENT:</u>		
Scott Brennan Legal Counsel	X	
Dylan Mullenix Executive Director	X	
Marcus Coenen Senior Planner	X	
Allison Riley 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
Janet Slavick Associate Planner	X	
 <u>OTHERS PRESENT:</u>		
Carol Maher Biking		

1. **Call to Order**
 The Chair called the January 8, 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 January 8, 2025, Des Moines Area MPO Executive Committee meeting agenda.
MOTION CARRIED

3. **Approval of Meeting Minutes**
MOTION: A motion was made by Gatto and seconded by O'Connor to approve the November Executive Committee meeting minutes.
MOTION CARRIED

4. **Presentation- FY 2025 Audit-**

Joe Sparks, Denman Audit Manager, presented the findings of the MPO FY 2025 Audit.

REPORT AND DISCUSS:

5. **a. Changes to Federal Functional Classification**

Senior Planner Marcus Coenen provided a report on a proposed change to Federal Function Classification. Discussion ensued. Item will be presented at Policy for approval.

b. Regional Safety Performance Targets (PM1)

Senior Planner Marcus Coenen provided a report on the MPO's Regional 2022-2026 safety performance targets. Discussion ensued. Item will be presented at Policy for approval.

c. Safe Streets for All Partial Grant Award

Senior Planner Marcus Coenen advised the Committee that the MPO received a partial grant award for the Safe Streets for All grant. He further described the portions of the grant that were funded and discussed the areas that were not funded. Report and discussion.

d. Draft Public Participation Plan

Planning and Public Affairs Manager, Gunnar Olson provided an update on the Public Participation Plan, noting a request for public review and comment. He further discussed the proposed updated structure of MPO roundtables to align with MPO strategic planning and current planning needs. Report and discussion.

e. Fiscal Year 2027 Unified Planning Work Program

Planning and Public Affairs Manager, Gunnar Olson discussed the process to develop the next work program and budget. He encouraged input from member governments and participating agencies on planning tasks for FY 2027. Report and discussion.

f. Officer Selection Process

Executive Director Dylan Mullenix discussed the election process for MPO officers for 2026. MPO Chair has appointed a nomination committee which will meet to select a slate of officers to be voted on in February. New officers serve from March 1 through the end of February.

INFORMATIONAL ITEMS:

6. **a. November & December Financial Statement**

The Financial Statements were provided for review.

b. FFY 2026-2029 Transportation Improvement Program Amendments

Report on requested TIP amendments from the Iowa DOT.

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

The MPO will be hosting **Pancakes and Partners**, on **February 5, from 7:30 a.m.- 9:30 a.m.**, immediately prior to the TTC Meeting. This event is to welcome new board members to the MPO and provide information/training. All are encouraged to attend.

8. **Next Meeting Date**

The next meeting will be held on February 4, 2026, beginning at 11:30 a.m.

9. **Adjournment**

Hearing no objection, the Chair adjourned the meeting at 12:26 p.m.