

NOTICE OF MEETING

**Des Moines Area Metropolitan Planning Organization (MPO)
Policy Committee**

—

4 p.m., March 12, 2026

Des Moines Area MPO Burnham Conference Room

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TENTATIVE AGENDA

- 1. CALL TO ORDER**
- 2. VOTE:** Approval of Agenda
- 3. VOTE:** Approval of February Meeting Minutes Page 2
- 4. PUBLIC COMMENT** Page 6
- 5. CONSENT AND VOTE:**
 - a. February Financial Statements Page 7
 - b. FFY 2026-2029 Transportation Improvement Program Amendments..... Page 8
- 6. REPORT and VOTE:** Draft Fiscal Year 2027 Unified Work Program and Budget Page 9
- 7. REPORT:** Audit Services Search Page 10
- 8. REPORT:** MPO Office Lease Page 11
- 9. REPORT:** FFY 2027-2030 Transportation Improvement Program Development Page 12
- 10. REPORT:** Funding Review Update..... Page 13
- 11. REPORT:** 28E Agreement and MPO Bylaws Review Page 14
- 12. REPORT:** Legislative Update and DC List Page 15
- 13. DIRECTOR’S REPORT**
- 14. OTHER NON-ACTION ITEMS OF INTEREST TO THE COMMITTEE**
- 15. NEXT MEETING DATE:** 4 p.m. Thursday, April 16, 2026
- 16. ADJOURNMENT**

The established protocol for minutes of this meeting will be to list all attendees, and with each item on which a vote is conducted in the ordinary course in order to take formal action, those voting nay or abstaining will be identified by name. Any member who is absent from the meeting for any period of time during which a vote of the body is taken, is expected to notify the recording secretary at the conclusion of the meeting so that the absence can be duly noted in the minutes. Roll Call votes will be taken as required by law or upon the request of any member that is approved by the chair, and the vote of each member for or against the proposition, or abstention, will be incorporated in the minutes or recorded on a separate sheet attached to the minutes.

The MPO receives federal funding and may not discriminate against anyone on the basis of race, color, or national origin, according to Title VI of the Civil Rights Act of 1964. For more information or to obtain a Title VI Complaint form, visit www.dmampo.org/title-vi/ or call 515-334-0075.

March 2026
Item No. 3

ISSUE: Approval of Meeting Minutes

VOTE: Consider approval of the February 19, 2026, meeting minutes of the Policy Committee.

BACKGROUND:

The minutes of the February 19, 2026, meeting of the Policy Committee are included on the following pages.

RECOMMENDATION:

Approve the February 19, 2026, meeting minutes of the Policy Committee.

STAFF CONTACT:

Tracey Deckard, tdeckard@dmampo.org
(515) 334-0075

Meeting Minutes
Policy Committee Meeting
Des Moines Area Metropolitan Planning Organization (MPO)
4:00 p.m., February 19, 2026

The MPO held a meeting at 4:00 p.m. on February 19, 2026. The MPO staff emailed agenda packets to the MPO's representatives and posted the agenda at the MPO office on February 13, 2026. **In addition to these published tentative minutes, there are also additional meeting notes in 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.**

PO Representatives Present:

Dean O'Connor | City of Altoona
Mike Schrock | City of Ankeny
Doug Elrod | City of Bondurant
Ted Weaver | City of Clive
Kathie Hungerford | City of Cumming**
Julia Helm | Dallas County
Luis Montoya | DART
Connie Boesen | City of Des Moines (4:06)
Josh Mandelbaum | City of Des Moines
Carl Voss | City of Des Moines
Joe Gatto | City of Des Moines
Scott Sanders | City of Des Moines
Bob Lane | City of Indianola**
Jim Evans | City of Johnston
Tom Phillips | City of Norwalk
Len Murray | City of Pleasant Hill
Steve Karsjen | Polk City
Mark Holm | Polk County
Rob Grove | City of Waukee
Jamie Letzring | City of West Des Moines
Tom Hadden | City of West Des Moines
Mike Jones | City of Windsor Heights
Shelby Ebel | IDOT *
Brian Mulcahy | Des Moines International Airport*

Jake Anderson | City of Johnston
Heather Stancil | Madison County
Jessica Trobaugh | City of Mitchellville
Robert Andeweg | City of Urbandale
Joel Akers | Van Meter**
Aaron DeKock | Warren County
Julia Castillo | HIRTA*
Sean Litteral | FHWA*
Daniel Nguyen | FTA*
Gerri Doyle | FTA*
* Advisory/Non-Voting Representatives
** Associate/Non-Voting Representative

Others Present:

Matt McCoy | Polk County
Rich Leopold | Polk County Conservation

MPO Staff Present:

Spencer Willems | MPO General Counsel
Dylan Mullenix | Executive Director
Gunnar Olson | Planning & Public Affairs Manager
Marcus Coenen | Senior Planner
Tracey Deckard | Administrative Specialist

MPO Representatives Absent

Todd Shafer | City of Ankeny
Dan Carver | City of Carlisle
Katie Wilson | City of Elkhart**

1. Call To Order

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

2. **Approval of Agenda**

MOTION: A motion was made by Gatto and seconded by Boesen to approve the Des Moines Area Metropolitan Planning Organization February 19, 2026, meeting agenda.

MOTION CARRIED UNANIMOUSLY

3. **Approval of Meeting Minutes**

MOTION: A motion was made by Weaver and seconded by Voss to approve minutes of the January Policy Committee meeting.

MOTION CARRIED UNANIMOUSLY

4. **Public Comment**

No public comments were received.

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

a. January Financial Statements

b. Transportation Improvement Program Amendment – Polk County Conservation Board and the City of Norwalk

c. Downtown Water Trails Change Order #2 for Scott Avenue Uplands Phase

Voss questioned the timing and proposed completion date of the Downtown Water Trails Project. Discussion followed.

MOTION: A motion was made by Gatto and seconded by Grove to approve the Consent items.

MOTION CARRIED UNANIMOUSLY.

6. **Election of Officers**

Board member and Nomination Committee member Joe Gatto presented the following slate of candidates for MPO officers:

Matt McCoy, Polk County – Chair

Matt McKinney, West Des Moines – Vice-Chair

Connie Boesen, Des Moines – Secretary/Treasurer

MOTION: A motion was made by Weaver to approve the candidates, and Mandelbaum seconded the motion.

MOTION CARRIED UNANIMOUSLY

7. **Brenton Slough**

Planning and Public Affairs Manager Gunnar Olson and Rich Leopold of Polk County Conservation provided an update on the Brenton Slough study. Report and discussion only.

8. **Freight Plan Update**

Senior Planner Marcus Coenen reported on next steps for the Freight Plan, including convening a freight steering committee, developing a freight impediments map, and completing the draft trends chapter.

Report and discussion only.

9. **Fiscal Year 2027 Unified Planning Work Program**

Planning and Public Affairs Manager Gunnar Olson advised that staff have begun development of the FY 2027 Unified Planning Work Program (UPWP) and budget. Staff requested input from member

governments and participating agencies regarding planning tasks and welcomed proposals for special studies, plans, and other planning activities. Report and discussion only.

10. Legislative Update and DC List

Planning and Public Affairs Manager Gunnar Olson provided an update on recent legislative activity and development of the DC list. Various scenarios were discussed.
Report and discussion only.

[Mandelbaum leaves the meeting 4:42]

11. Director's Report

Executive Director Dylan Mullenix provided the following updates related to Strategic Framework implementation:

- The Welcome Breakfast was well attended by several members.
- Discussions have begun regarding a new lease for the MPO office location; additional information will follow.
- A request for proposals (RFP) for a new audit firm has been prepared and will be issued next week.
- The 28E Agreement and MPO Bylaws will require updates later this year.
- Staff continue to receive information from PLEXA regarding e-moto legislation and hosted a presentation to the TTC from the Waukee Chief of Police.
- MPO staff initiated a roundtable reorganization and hosted a kickoff meeting on February 11.
- The Director reported on the Grimes Line abandonment and potential corridor opportunities.
- The Future 435 Corridor Study will begin soon.
- Most MPO Water Trail grant funds have been expended, and work on Birdland must begin by 2027.

12. Non-Action Items

Executive Director Dylan Mullenix thanked Chair Mark Holm for his service as MPO Chair. Chair Holm thanked the board and reflected on improvements and positive changes during his tenure. The Executive Director also announced that Marcus Coenen had been recognized as a 40 Under 40 honoree.

13. Next Regular Meeting Date – March 5 , 2026, at 4:00 p.m.at the MPO offices.

14. Adjournment

Hearing no objection, the Chair adjourned the meeting at 4:52 p.m.

March 2026
Item No. 4

ISSUE: Public Comment of MPO Actions

PUBLIC COMMENT: Opportunity for public comments on actions taken by the MPO board.

BACKGROUND:

The MPO's *Public Participation Plan* provides an opportunity for the public to comment on items on the agenda.

RECOMMENDATION:

None. Public comment only.

STAFF CONTACTS:

Dylan Mullenix, dmullenix@dmampo.org
(515) 334-0075

March 2026
Item No. 5a

ISSUE: February Financial Statements

CONSENT and VOTE: February Financial Statements for Policy Committee approval.

BACKGROUND:

The February Financial Statement is available to review on the MPO website.

- [February Financial Statement](#)

The statements have been reviewed by the MPO Finance Subcommittee.

RECOMMENDATIONS:

Recommend approval.

STAFF CONTACT:

Rhonda Miller, rmiller@dmampo.org
(515) 334-0075

March 2026
Item No. 5b

ISSUE: FFY 2026-2029 Transportation Improvement Program Amendments

CONSENT and VOTE: Amendments to the Federal Fiscal Year 2026-2029 *Transportation Improvement Program*; consider approval.

BACKGROUND:

The Iowa Department of Transportation has requested the following amendment:

<u>Sponsor:</u>	Iowa Department of Transportation
<u>Project:</u>	I-35: SW I-35/80/235 Interchange in West Des Moines
<u>Federal Aid Amount:</u>	\$93,909,250
<u>Total Cost:</u>	\$115,825,000
<u>Type of Funding:</u>	National Highway Freight Program (NHFP), National Highway Performance Program (NHPP), Primary Road Fund (PRF), Mega Grant
<u>Location:</u>	I-35: SW I-35/80/235 Interchange in West Des Moines
<u>Change:</u>	Increase federal NHPP aid by more than \$2 million

RECOMMENDATIONS:

Recommend approval.

STAFF CONTACTS:

Addison Williamson, awilliamson@dmampo.org
(515) 334-0075

March 2026
Item No. 6

ISSUE: Draft Federal Fiscal Year 2027 Unified Planning Work Program and Budget

REPORT and VOTE: Discussion on the draft Federal Fiscal Year 2027 Unified Planning Work Program and Budget; consider approval.

BACKGROUND:

MPO staff has completed a draft Fiscal Year 2027 Unified Planning Work Program (FY 2027 UPWP) and budget, which documents all planning activities the MPO will perform from July 1, 2026, through June 30, 2027. A final version of the UPWP and budget will come back to the committee in May for final approval.

[Click here to access the draft Fiscal Year 2027 Unified Planning Work Program and Budget.](#)

The Iowa Department of Transportation (DOT) requires the UPWP to describe the MPO's proposed planning activities – including task objectives, previous work, project descriptions, and work products – as well as the budget and funding sources to carry out the planning activities. The Iowa DOT requires the MPO to submit a draft UPWP by April 1, 2026, and a final UPWP by June 1, 2026.

RECOMMENDATION:

Recommend approval of the draft Fiscal Year 2027 Unified Planning Work Program and Budget.

STAFF CONTACT:

Gunnar Olson, golson@dmampo.org
(515) 334-0075

March 2026
Item No. 7

ISSUE: Audit Services Search

REPORT: Discussion of the need to issue a Request for Proposals (RFP) for a qualified accounting firm to prepare the MPO's annual audit.

BACKGROUND:

Denman CPA LLP (Demam) has conducted the MPO's audit since 2020. The MPO's Policies and Procedures Manual states that the MPO will issue an RFP for a qualified independent public accountant at least every five years.

The MPO's Finance Subcommittee discussed the upcoming search and reviewed a draft RFP at its February meeting. In late February, MPO staff sent the RFP to prospective firms and posted it on the MPO's website. Proposals are due by April 3, with the Policy Committee scheduled to approve the winning firm at its April 16 meeting.

[Click here to view the audit RFP.](#)

RECOMMENDATION:

None. Report and discussion only.

STAFF CONTACT:

Dylan Mullenix, dmullenix@dmampo.org
(515) 334-0075

March 2026
Item No. 8

ISSUE: MPO Office Lease

REPORT: Update on the current office lease status, exploration of alternative spaces, and renewal proposals for the existing premises.

BACKGROUND:

The MPO's current lease, last renewed in 2021, extends through November 30, 2028. However, the lease provides a one-time early termination option at the end of the fifth lease year, allowing the MPO to terminate the lease effective November 30, 2026, provided at least six (6) months' prior written notice is given. Accordingly, notice to exercise the early termination option must be delivered no later than May 31, 2026. If the early termination option is not exercised by that deadline, the lease will continue through November 30, 2028. The MPO space includes approximately 8,027 rentable square feet (RSF). The current rate is \$14.95 per RSF through November 30, 2026, then will increase to \$15.25 per RSF through November 30, 2028.

In anticipation of this window of opportunity, staff have worked with R&R Realty Group over the last few months to evaluate a handful of alternative office spaces within the downtown area. R&R Realty Group issued Requests for Proposals to a small selection of these locations, including the MPO's current space.

The current landlord, KC Real Estate, LC (Knapp Properties) provided two options to extend the lease in lieu of the MPO exercising its termination right:

- Option A: Three (3) additional years beyond November 30, 2028. Rental rates would range from \$15.25 to \$15.75 per RSF over the course of the extension term, with one month of rent abatement and a \$5.00/RSF tenant improvement allowance
- Option B: Five (5) additional years beyond November 30, 2028. Rental rates would range from \$15.00 to \$16.00 per RSF over the course of the extension term, with two months of rent abatement and an \$8.00/RSF tenant improvement allowance

Both options include landlord-funded building upgrades, such as the installation of automatic entryway doors.

Staff will provide additional information about office space options considered at the meeting.

RECOMMENDATION:

None. Report and discussion only.

STAFF CONTACT:

Dylan Mullenix, dmullenix@dmampo.org
(515) 334-0075

March 2026
Item No. 9

ISSUE: FFY 2026-2029 Transportation Improvement Program Development

REPORT: Report on the process to develop the *Federal Fiscal Years 2026-2029 Transportation Improvement Program*.

BACKGROUND:

The Federal Highway Administration (FHWA) requires that the MPO annually develop a four-year Transportation Improvement Program (TIP) that details the use of federal funds for transportation projects in the Metropolitan Planning Area.

The MPO staff will begin working on the *Federal Fiscal Years 2027-2030 Transportation Improvement Program* (FFY 2027-2030 TIP) by providing each MPO member government and participating agency a listing of their current TIP projects and associated information from the Iowa Department of Transportation's Transportation Program Management System (TPMS) for review and update.

The MPO staff requests that member governments and agencies determine if projects currently programmed for FFY 2026 will receive FHWA authorization to proceed with development before October 1, 2025. If a project does not receive FHWA authorization before October 1, 2026, then the project will need to "roll-over" to a future year in the TIP.

The MPO staff distributes status reports to member governments that currently have projects programmed in the TIP. Over the coming months, staff will contact each of these member governments to discuss the details of their projects. Staff will distribute status reports around early April.

RECOMMENDATIONS:

None. Report and discussion only.

STAFF CONTACT:

Addison Williamson, awilliamson@dmampo.org
(515) 334-0075

March 2026
Item No. 10

ISSUE: MPO Funding Process Review

REPORT: Update on efforts to review the MPO's funding process.

BACKGROUND:

In August, MPO staff proposed to postpone the awarding of FFY 2030 funds by one year, with the application cycle starting in December 2026 in concurrence with the application for FFY 2031 funds. The proposed pause was intended to make time for a review of the funding process with the MPO committees. The reasons were threefold:

- Align funding process with recently adopted plans, including *Mobilizing Tomorrow* and the *Comprehensive Safety Action Plan*.
- Align funding process with any changes that could arise through the surface transportation reauthorization process.
- Review best practices and identify opportunities to improve the process.

The Transportation Technical Committee, Executive Committee, and Policy Committee all concurred with the value of a one-year pause to review the MPO's funding process. The MPO Chair appointed a Funding Review Subcommittee to carry out this review. The subcommittee is comprised of the following individuals, selected to ensure a mix of view and geographic representation:

- Mike Jones, City of Windsor Heights, Mayor
- Len Murray, City of Pleasant Hill, City Council
- Matt McCoy, Polk County, County Supervisor
- Scott Sanders, City of Des Moines, City Manager
- David Jones, City of Urbandale, City Manager
- Tom Hadden, City of West Des Moines, City Manager
- John Dostart, City of Altoona, City Engineer
- Mark Mueller, City of Ankeny, Director of Public Works
- Luke Parris, City of Norwalk, Community Development Director

Last month the Policy Committee heard a summary of the funding scenarios that had been developed. This month, staff will provide an update on the process and next steps.

RECOMMENDATION:

None. Report and discussion.

STAFF CONTACT:

Dylan Mullenix, dmullenix@dmampo.org
(515) 334-0075

March 2026
Item No. 11

ISSUE: 28E Agreement and Bylaws Review

REPORT: Discussion regarding an update to the MPO's 28E Agreement and Bylaws.

BACKGROUND:

The MPO's current 28E Agreement and Bylaws were last amended in 2018. Since that time, the region has experienced population changes reflected in the 2020 Census, expansion of the MPO planning area, and continued organizational evolution.

During the MPO's 2025 Transportation Management Area Certification Review, FHWA and FTA recommended that the MPO update its 28E Agreement and Bylaws to reflect current census data and regional changes and to clarify roles and responsibilities of MPO committees.

Additionally, the MPO's 2024 Governance Insights review identified opportunities to clarify committee roles, strengthen alignment between written provisions and current practice, and enhance member engagement.

Staff and legal counsel have identified several areas that may warrant review and revisions, including:

- Population sources and timing for representation, assessments, and weighted voting
- Clarification and simplification of weighted voting procedures
- Representative appointment procedures and duration
- Alignment of committee structure, reporting relationships, and authority with current practice
- Removal or modification of provisions that are outdated or no longer utilized

This review is not limited to technical updates; it will build upon the 2024 Governance Insights work to ensure current structures and written provisions continue to support efficient, inclusive regional governance.

The purpose of this discussion is to confirm the need to proceed with a comprehensive review and to invite Policy Committee input on additional areas that should be prioritized.

RECOMMENDATION:

None. Report and discussion only.

STAFF CONTACT:

Dylan Mullenix, dmullenix@dmampo.org
(515) 334-0075

March 2026
Item No. 12

ISSUE: Legislative Update and DC List

REPORT: Discussion on recent legislative activity and development of DC List.

BACKGROUND:

Staff will share updates on various legislative issues and invite updates and discussion among representatives.

Related, staff is beginning preparations for [DMDC 2026](#), the annual lobbying trip to Washington DC that is organized by the Greater Des Moines Partnership. This year's trip is June 3-5.

Each year, the MPO works with its member governments to develop a list of priority transportation projects to be discussed with Iowa's Congressional delegation during the trip to Washington DC. The MPO's DC list includes projects that are actively seeking funding, along with any important policy initiatives.

***Request:** Please let MPO staff know if you have a project seeking federal funding that should be on the DC list. Please include a project name, project summary, total project cost, funding amount being requested, and desired funding source if applicable. These should include any planned submissions for Community Project Funding, with the understanding that not all of them will likely be selected by the congressional offices.*

RECOMMENDATION:

None. Report and discussion only.

STAFF CONTACT:

Gunnar Olson, golson@dmampo.org
(515) 334-0075