

NOTICE OF MEETING

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

—
4 p.m., April 16, 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 March Meeting Minutes Page 2
- 4. PUBLIC COMMENT** Page 6
- 5. CONSENT AND VOTE:**
 - a. March Financial Statements Page 7
 - b. Downtown Water Trails Change Orders..... Page 8
- 6. PRESENTATION:** Polk County Public Health Traffic Safety Campaign Page 9
- 7. REPORT and VOTE:** Public Participation Plan..... Page 10
- 8. REPORT and VOTE:** Audit Services Page 11
- 9. REPORT and VOTE:** MPO Office Lease Approval..... Page 12
- 10. REPORT:** *Mobilizing Tomorrow* Goal 3 Performance Measures Report..... Page 13
- 11. REPORT:** Final Recommended Funding Scenario 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, May 20, 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.

April 2026
Item No. 3

ISSUE: Approval of Meeting Minutes

VOTE: Consider approval of the March 12, 2026, meeting minutes of the Policy Committee.

BACKGROUND:

The minutes of the March 12, 2026, meeting of the Policy Committee are included on the following pages.

RECOMMENDATION:

Approve the March 12, 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., March 12, 2026

The MPO held a meeting at 4:00 p.m. on March 12, 2026. The MPO staff emailed agenda packets to the MPO's representatives and posted the agenda at the MPO office on March 12, 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.**

MPO Representatives Present:

Dean O'Connor | City of Altoona
Todd Shafer | City of Ankeny
Doug Elrod | City of Bondurant
Ted Weaver | City of Clive
Julia Helm | Dallas County
Amanda Wanke | DART
Connie Boesen | City of Des Moines (4:06)
Josh Mandelbaum | City of Des Moines
Carl Voss | City of Des Moines
Scott Sanders | City of Des Moines
Rob Barron | City of Des Moines
Katie Wilson | City of Elkhart**
Bob Lane | City of Indianola**
Jim Evans | City of Johnston
Len Murray | City of Pleasant Hill
Matt McCoy | Polk County
Robert Andeweg | City of Urbandale
Courtney Clarke | City of Waukee
Jamie Letzring | City of West Des Moines
Matt McKinney | City of West Des Moines
Mike Jones | City of Windsor Heights
Shelby Ebel | IDOT *

MPO Representatives Absent

Mike Schrock | City of Ankeny
Dan Carver | City of Carlisle
Kathie Hungerford | City of Cumming**
Jim Evans | City of Johnston
Jake Anderson | City of Grimes
Heather Stancil | Madison County
Jason Brown | City of Norwalk
Steve Karsjen | Polk City

Jessica Trobaugh | City of Mitchellville
Joel Akers | Van Meter**
Crystal McIntyre | Warren County
Brian Mulcahy | Des Moines International Airport*
Julia Castillo | HIRTA*
Sean Litteral | FHWA*
Daniel Nguyen | FTA*
Gerri Doyle | FTA*
* Advisory/Non-Voting Representatives
** Associate/Non-Voting Representative

Others Present:

Carol Maher | Public
Dorrance Brezina | DRG
David Rogers | Rogers & Associates

MPO Staff Present:

Logan Kraus | MPO General Counsel
Dylan Mullenix | Executive Director
Gunnar Olson | Planning & Public Affairs Manager
Tracey Deckard | Administrative Specialist
Allison Riley | Senior Planner
Marcus Coenen | Senior Planner

1. **Call To Order**
Chair McCoy recognized a quorum and called the meeting to order at 4:01 p.m.

2. **Approval of Agenda**
MOTION: A motion was made by Voss and seconded by Murray to approve the Des Moines Area Metropolitan Planning Organization March 12, 2026, meeting agenda.
MOTION CARRIED UNANIMOUSLY

3. **Approval of Meeting Minutes**
MOTION: A motion was made by Voss and seconded by O'Connor to approve minutes of the February Policy Committee meeting minutes.
MOTION CARRIED UNANIMOUSLY

4. **Public Comment**
No public comments were received.

5. **Approval of Consent and Vote Items**
 - a. February Financial Statements
 - b. Transportation Improvement Program Amendment – IDOT**MOTION:** A motion was made by O'Connor and seconded by Voss to approve the Consent items.
MOTION CARRIED UNANIMOUSLY.

6. **Draft Fiscal Year 2027 Unified Work Program and Budget**
Planning and Public Affairs Manager Gunnar Olson presented. Recommend approval of the Draft FY 2027 Unified Work Program and Budget.
MOTION: A motion was made by O'Connor and seconded by Elrod to approve the Draft FY 2027 Unified Work Program and Budget.
MOTION CARRIED UNANIMOUSLY.

7. **Audit Services**
Executive Director Dylan Mullenix discussed the need to issue an RFP for a qualified accounting firm to prepare the MPO annual audit. The MPO Finance Subcommittee discussed the search and reviewed the draft RFP which has been sent to prospective firms and posted it on the MPO's website.
Report and discussion only

8. **MPO Office Lease**
Executive Director Dylan Mullenix provided an update on the current office lease status, exploration of alternate spaces and renewal proposals for existing premises. Current landlord offered the best option and details are being considered. Members indicated agreement with staying in the current office space and taking advantage of the options of the longer lease option. Additional details will follow in April.
Report and discussion only

9. **FFY 2027-2030 Transportation Improvement Program Development**
Planning and Public Affairs Manager Gunnar Olson provided information on the development of the Federal Fiscal Years 2027-2030 Transportation Improvement Program (TIP).
Report and discussion only.
10. **Funding Review Update**
Executive Director Dylan Mullenix provided an update on the funding review process and next steps discussed by the Funding Review Subcommittee.
Report and discussion only.
11. **28E Agreement and MPO Bylaws Review**
Executive Director Dylan Mullenix presented. He advised that the MPO's 28E and MPO Bylaws need to be reviewed and updated to reflect current census data and regional changes as well as clarify roles and responsibilities of MPO Committees, staff and other various changes since the last update.
Report and discussion only.
12. **Legislative Update and DC List**
Planning and Public Affairs Manager Gunnar Olson presented an update on recent legislative activity and development of the DC list.
Report and discussion only.
13. **Director's Report**
Executive Director Dylan Mullenix provided updates related to Strategic Framework implementation to include both recent and upcoming projects and tasks for the MPO.
Report only.
14. **Non-Action Items**
No non-action items were reported.
15. **Next Regular Meeting Date – April 16 , 2026 , at 4:00 p.m.at the MPO offices.**
16. **Adjournment**
Hearing no objection, the Chair adjourned the meeting at 4:51 p.m.

April 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

April 2026
Item No. 5a

ISSUE: March Financial Statements

CONSENT AND VOTE: March Financial Statements.

BACKGROUND:

The [March Financial Statement](#) is available to review on the MPO website. The statement has been reviewed by the Finance Subcommittee.

RECOMMENDATIONS:

Recommend approval.

STAFF CONTACT:

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

April 2026
Item No. 5b

ISSUE: Downtown Water Trails Change Orders

CONSENT and VOTE: Approval of three change orders for the Downtown Water Trails project.

BACKGROUND:

Snyder and Associates have made the MPO staff aware of three change orders needed for the Downtown Water Trails project.

1. **Harriet Street Phase Change Order #7** adds two evergreen trees to replace ones removed on-site and installs 78 feet of steel pedestrian safety railing to address ADA concerns along a steep adjacent slope.

[The change order #7 documentation for the Harriet Street phase of the Downtown Water Trails project is available on the MPO website \(click to access\).](#)

2. **Harriet Street Phase Change Order #8** adds sheet pile stabilization, pavement patching, and related items to address slope stability concerns near the boat turnaround and meet minimum safety factors. It also includes associated work like markings, detectable warnings, and mobilization, along with fasteners for the railing added in Change Order #7.

[The change order #8 documentation for the Harriet Street phase of the Downtown Water Trails project is available on the MPO website \(click to access\).](#)

3. **Scott Avenue In-River Phase Change Order #5** revises quantities and adds items to accommodate design changes for an informal boat launch, including excavation, revetment, and anchor rings, while removing some now-redundant sculpted concrete. It also includes repairs to a damaged retaining wall and relocation of an electrical disconnect out of the floodplain.

[The change order #5 documentation for the Scott Avenue In-River phase of the Downtown Water Trails project is available on the MPO website \(click to access\).](#)

RECOMMENDATIONS:

Approve change orders #7 and #8 for the Harriet Street Phase and change order #5 for the Scott Avenue In-River Phase of the Downtown Water Trails project.

STAFF CONTACTS:

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

April 2026
Item No. 6

ISSUE: Polk County Public Health Traffic Safety Campaign

PRESENTATION: Presentation from Polk County Public Health on a traffic safety campaign.

BACKGROUND:

The work to achieve Vision Zero is a multi-faceted process that includes many tactics and partners. Recently, the Polk County Public Health Department started working in this space as well.

The department's proposed mission: To reduce fatal and serious crashes in Polk County by promoting safer behaviors, supporting proven engineering solutions, and coordinating a unified message across all road safety partners.

Department staff will provide an update on this effort and discuss ways that MPO members and partners can support and participate in this campaign.

RECOMMENDATION:

None. Presentation only.

STAFF CONTACTS:

Allison Riley, allison@dmampo.org
(515) 334-0075

April 2026
Item No. 7

ISSUE: Public Participation Plan Update

REPORT and VOTE: Report and vote on the final Public Participation Plan.

BACKGROUND:

The Public Participation Plan defines the process by which the MPO provides continuous, cooperative, and comprehensive transportation planning for the region. The Public Participation Plan is one of the MPO's four federally required plans, was last updated in 2021, and was due for an update this year.

Staff completed a draft in January 2026. The update incorporates the newly adopted MPO Mission, Vision, Guiding Principles, and Strategic Framework. Staff also ensured that the updated version remained compliant with any federal regulatory changes.

The public comment period opened in January 2026 and closed February 19. Final edits have been made, and the plan is now before the MPO committees for review and approval.

[The final Public Participation Plan can be found on the MPO website.](#)

RECOMMENDATION:

Recommend approval of the Public Participation Plan.

STAFF CONTACT:

Allison Riley, allison@dmampo.org
(515) 334-0075

April 2026
Item No. 8

ISSUE: Audit Services

REPORT and VOTE: Approval of a firm to prepare the MPO's annual audit.

BACKGROUND:

Denman CPA LLP 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.

MPO staff worked with the Finance Subcommittee to develop and issue a Request for Proposals (RFP). The RFP was released in early March with a due date of April 3. Two firms responded to the RFP, including:

- Denman CPA LLP ([link to proposal](#))
- Forvis Mazars ([link to proposal](#))

The Finance Subcommittee reviewed the proposals at its April 7 meeting and recommended selecting Forvis Mazars. MPO staff concur with this recommendation.

RECOMMENDATION:

Recommend approval of Forvis Mazars for audit services.

STAFF CONTACT:

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

April 2026
Item No. 9

ISSUE: MPO Office Lease

REPORT and VOTE: Approval of lease renewal agreement for the MPO's current office.

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 March, MPO staff provided an overview of efforts made to explore other office spaces as well as proposals made by the current landlord, KC Real Estate, LC (Knapp Properties), to stay in the current space. Staff's recommendation, which was supported by the Executive and Policy Committees, is to pursue an option presented by Knapp Properties to stay in the current location and extend the lease by five additional years beyond the current lease's November 30, 2028, end date.

Staff and Knapp have identified improvements to the office space and common areas of the building. As of this agenda's development, Knapp is still developing the final list of upgrades, which should be available the first week of April. Staff anticipate having a final lease renewal agreement available for approval at the April 16 Policy Committee meeting.

RECOMMENDATION:

Recommend approval of lease renewal agreement for MPO office space.

STAFF CONTACT:

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

April 2026
Item No. 10

ISSUE: Mobilizing Tomorrow Goal Four Performance Measures

Report: Information on the long-range transportation plan performance measures for Goal 3.

BACKGROUND:

Mobilizing Tomorrow 2025-2050, which the MPO approved in November 2024, includes 37 measures which are key indicators of the performance of the regional transportation system. Performance measures are regularly evaluated using new data to determine if progress is being made toward plan goals.

One performance measures track progress toward *Mobilizing Tomorrow* Goal 3, which reads:

Creating and maintaining natural resource corridors, natural stormwater management systems, urban forest canopies, and parks embody the concept of natural stewardship. Good land stewardship ensures long-term environmental and economic health, and its effects improve the mental and physical well-being of people. A green infrastructure network gives people access to nature, recreation, quiet, and views. Trees and other green infrastructure mitigate the negative environmental and economic impacts of natural disasters, extreme weather events, and poorly designed developments. Ultimately, green systems make communities more resilient and help to attract people and employers. The transportation system can play a significant role in how Greater Des Moines residents experience the natural environment.

Staff will present the [Goal 3 Performance Measures Report](#) at the April meeting of the Policy Committee.

RECOMMENDATIONS:

None. Report only.

STAFF CONTACT:

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(515) 334-0075

April 2026
Item No. 11

ISSUE: Final Recommended Funding Scenario

REPORT: Update on the final recommended funding scenario developed through the funding review.

BACKGROUND:

In August, the MPO committees agreed to postpone the awarding of FFY 2030 funds by one year, with the cycle starting in concurrence with the application for FFY 2031 funds. The pause made time to review the funding process.

The MPO Chair appointed a Funding Review Subcommittee, which worked with staff to develop a range of scenarios for consideration by MPO committees. Three scenarios were developed and shared with the MPO committees for review and feedback.

A final scenario was developed based on committee feedback and is now presented to the committees for consideration. The final scenario includes the following:

- **SCHEDULE:** Advanced five months to start in July.
- **LOW MINIMUM:** Increase weight of safety scores and set low minimum score.
- **LEADER:** Funds 80% of Vision Zero Program, including roadway safety audits and countermeasures on corridors with elevated safety concerns and hiring additional staff to increase staff capacity.
- **COMMITTED:** Update the targets in the Long-Range Transportation Plan to introduce a new 15% target dedicated to Safety.
- **PILOT:** Hire firm to help set up a pilot program, using funding swap to fund some or all of Vision Zero Program with local dollars.

After final review, staff will complete the buildout of the funding scenario and come back to the committees for final approval in May. Final approval will include:

- Administrative revision of *Mobilizing Tomorrow* to reflect new funding targets.
- Direction to develop a pilot program for federal funding swap.
- Direction to develop updated Funding Guidelines.
- Establishment of a Vision Zero Program.

RECOMMENDATION:

None. Report and discussion.

STAFF CONTACT:

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

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

RECOMMENDATION:

None. Report and discussion only.

STAFF CONTACT:

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