

NOTICE OF MEETING

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

–
11:30 a.m., May 7, 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 April Meeting Minutes Page 2
- 4. REPORT and DISCUSS:**
 - a. FY2027 Unified Planning Work Program and Budget..... Page 5
 - b. Safe Streets for All Grant Application..... Page 6
 - c. MPO Office Lease..... Page 7
 - d. Final Recommended Funding Scenario Page 8
 - e. Legislative Update Page 9
- 5. INFORMATIONAL ITEMS:**
 - a. April Financial Statements..... Page 10
 - b. Downtown Water Trails Change Order Page 11
 - c. FFY 2026-2029 Transportation Improvement Program Amendments..... Page 12
- 6. OTHER NON-ACTION ITEMS OF INTEREST TO THE COMMITTEE**
- 7. NEXT MEETING DATE:** 11:30 a.m. June 11, 2026
- 8. 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.

May 2026
Item No. 3

ISSUE: Approval of Meeting Minutes

VOTE: Consider approval of the April 2, 2026, meeting minutes of the Executive Committee.

BACKGROUND:

The minutes of April 2, 2026, Executive Committee meeting are included on the following pages.

RECOMMENDATION:

Approve the minutes of the April 2, 2026, Executive Committee meeting.

STAFF CONTACT:

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

MEETING MINUTES
Des Moines Area Metropolitan Planning Organization (MPO)

EXECUTIVE COMMITTEE

11:30 a.m. Wednesday, April 2, 2026
 Des Moines Area MPO | Virtual Meeting

The MPO Executive Committee held a hybrid live/virtual meeting at 11:30 a.m. on April 2, 2026. MPO staff emailed agenda packets to the MPO Executive members on March 27, 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
Matt McCoy, 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	
Steve Karsjen City of Polk City	X	
Bob Andeweg City of Urbandale	X	
Matthew McKinney City of West Des Moines	X	
Mike Jones City of Clive	X	
Courtney Clarke City of Waukee	X	
Shelby Ebel IDOT		X
Scott Brennan Legal Counsel/ Alternate	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

OTHERS PRESENT:

Carol Maher | RideOn

1. Call to Order

The Chair called the April 8, 2025, to order at 11:33 a.m. A quorum was present.

2. Approval of Agenda

MOTION: A motion was made by Gatto seconded by Andeweg to approve the April 8, 2025, Des Moines Area MPO Executive Committee meeting agenda.

MOTION CARRIED

3. Approval of Meeting Minutes

MOTION: A motion was made by Weaver and seconded by McKinney to approve the March Executive Committee meeting minutes.

MOTION CARRIED

REPORT AND DISCUSS:

4. **a. Public Participation Plan**

Senior Planner Allison Riley provided a report on the status of the Public Participation Plan. The plan is now complete and will be presented to the MPO committees for review and approval.

b. Final Funding Scenario Recommendation

Executive Director Dylan Mullenix presented the final recommended funding scenario. In May, staff plan to return to the committees with final deliverables and a request to approve a series of administrative actions to implement the recommended scenario as discussed.

c. MPO Office Lease

Executive Director Dylan Mullenix provided an update on efforts to update the current MPO lease with identified improvements. Knapp is still developing the final list of upgrades which should be available to present at the April Policy Committee meeting.

d. Legislative Update and DC List

Planning and Public Affairs Manager Gunnar Olson shared updates on various legislative issues and discussed the DMDC 2026 trip scheduled for June 3-5.

INFORMATIONAL ITEMS:

5. **a. March Financial Statement**

The Financial Statements were provided for review.

b. FFY 2027-2030 Transportation Improvement Program Development

Report on the process to develop the Federal Fiscal Year 2027-2030 Transportation Improvement Program (TIP).

c. Mobilizing Tomorrow Goal 3 Performance Measures

Report on Goal 3 Performance Measures Report to be provided at the Policy Committee meeting.

d. Downtown Water Trails Change Orders

Information provided on two change orders for Downtown Water Trails report regarding Harriet Street Phase Change Order #7 and Order #8.

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

Staff provided reminders about the upcoming funding training called "Dollars & Donuts" which is scheduled for June 4, 2026, to assist members in learning the new funding system.

Staff also discussed the Polk County Traffic Safety Campaign and advised that the SS4A FY 26 NOFO was released.

Executive Director discussed the 28E and Bylaws Committee.

7. **Next Meeting Date**

The next meeting will be held on May 7, 2026, beginning at 11:30 a.m.

8. **Adjournment**

Hearing no objection, the Chair adjourned the meeting at 12:03 p.m.

May 2026
Item No. 4a

ISSUE: Fiscal Year 2027 Unified Planning Work Program and Budget

REPORT and DISCUSS: Discussion on the Fiscal Year 2027 Unified Planning Work Program and Budget ahead of Policy Committee approval.

BACKGROUND:

MPO staff has completed the 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 draft version was presented to the MPO committees in March, submitted to the Iowa Department of Transportation for review, and is back before the committees for final approval.

[Click here to access the 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 final UPWP is due to the Iowa DOT by June 1, 2026.

RECOMMENDATION:

None. Information ahead of Policy Committee action.

STAFF CONTACT:

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

May 2025
Item No. 4b

ISSUE: Safe Streets and Roads for All Application Development

REPORT and DISCUSS: Update on the Safe Streets and Roads for All (SS4A) Application Development ahead of Policy Committee approval.

BACKGROUND:

The MPO adopted the Comprehensive Safety Action Plan on March 27, 2025. Included in the contract with Toole Design Group for the development of the Comprehensive Safety Action Plan was an implementation grant application for the FY2025 SS4A funding round. The MPO was awarded \$4,620,000 in supplemental planning funds.

On March 27, 2026, the U.S. DOT released the FY2026 Notice of Funding Opportunity (NOFO) for the SS4A program. The NOFO lists several changes from previous funding cycles as well as updated items requiring self-certification from a Comprehensive Safety Action Plan. The FY2026 SS4A Implementation Grant NOFO is available here: [FY2026 SS4A NOFO](#). Grant applications for the FY2026 SS4A NOFO are due by May 26, 2026, by 5 p.m. EDT.

MPO staff will provide an update on the development of the application materials including the list of infrastructure projects. Staff will also provide an update on the timing of letters of support and matching fund commitments. The list of proposed projects is shown in the table below.

Project #	Implementation Project
1	Ankeny – Oralabor Rd & Ankeny Blvd (U.S. 69)
2	Clive and Urbandale – 86th Street
3	Des Moines – SW 9th Street
4	Grimes – IA 44 – Phase I
5	Johnston – Pedestrian Crossings
6	Norwalk – Sunset Dr from Gordon Ave to North Ave
7	Waukee – Waukee Regional Trail Connection and Safety Improvements
8	West Des Moines – Ashworth Road
9	Windsor Heights – 73rd Street

RECOMMENDATIONS:

None. Information ahead of Policy Committee action.

STAFF CONTACT:

Marcus Coenen, mcoenen@dmampo.org
(515) 334-0075

May 2026
Item No. 4c

ISSUE: MPO Office Lease

REPORT and DISCUSS: Update of lease renewal agreement for the MPO's current office ahead of Policy Committee approval.

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, staff was finalizing negotiations with Knapp over the final list of upgrades. Staff anticipate having a final lease renewal agreement available prior to the May 21 Policy Committee meeting.

RECOMMENDATION:

None. Information ahead of Policy Committee action.

STAFF CONTACT:

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

May 2026
Item No. 4d

ISSUE: Final Recommended Funding Scenario

REPORT and DISCUSS: Update on the final recommended funding scenario developed through the funding review ahead of Policy Committee approval.

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.

Today's vote on final approval serves to direct staff to complete the buildout of the funding scenario through a series of administrative actions. These actions 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. Information ahead of Policy Committee action.

STAFF CONTACT:

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

May 2026
Item No. 4e

ISSUE: Legislative Update

REPORT: Discussion on recent legislative activity.

BACKGROUND:

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

RECOMMENDATION:

None. Report and discussion only.

STAFF CONTACT:

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

May 2026
Item No.5a

ISSUE: April Financial Statements

INFORMATIONAL: April Financial Statements for Policy Committee approval.

BACKGROUND:

As of this agenda's distribution, the April Financial Statement is still being developed. Once completed, it will be reviewed by the MPO Finance Subcommittee and uploaded to the [MPO website](#) prior to the May meeting.

RECOMMENDATIONS:

None. Information ahead of Policy Committee action.

STAFF CONTACT:

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May 2026
Item No. 5b

ISSUE: Downtown Water Trails Change Order

INFORMATIONAL: Information on two change orders for the Downtown Water Trails project.

BACKGROUND:

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

- 1) **Scott Avenue Uplands Change Order #3** upgrades portions of the trail from 6-inch to 8-inch pavement and widens the path to accommodate vehicle access for a new boat launch. It also adds a gateway art installation as a separate project element.

[The change order #3 documentation for the Scott Avenue Uplands phase of the Downtown Water Trails project is available on the MPO website \(click to access\).](#)

RECOMMENDATIONS:

None. Information ahead of Policy Committee action.

STAFF CONTACTS:

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(515) 334-0075

May 2026
Item No. 5c

ISSUE: FFY 2026-2029 Transportation Improvement Program Amendments

INFORMATIONAL: Amendments to *FFY 2026-2029 Transportation Improvement Program* for Policy approval.

BACKGROUND:

The Iowa Department of Transportation has requested the following amendments:

Sponsor: Iowa Department of Transportation

Project: US 65 Resurfacing

Federal Aid Amount: \$4,377,600

Total Cost: \$5,472,000

Type of Funding: National Highway Performance Program (NHPP), Primary Road Fund (PRF)

Location: US 65: S of I-80 to 0.2 mi N of Lincoln St SE (NB/SB)

Change: Add project to the TIP

Sponsor: Iowa Department of Transportation

Project: US 6 Resurfacing

Federal Aid Amount: \$1,676,000

Total Cost: \$2,100,000

Type of Funding: National Highway Performance Program (NHPP), Primary Road Fund (PRF)

Location: US 6: US 65 to S of I-80 in Altoona (NB/SB)

Change: Add project to the TIP

RECOMMENDATIONS:

None. Information ahead of Policy Committee action.

STAFF CONTACTS:

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