AMENDED AND SUBSTITUTED
NOTICE OF MEETING
Central Iowa Regional Transportation Planning Alliance
Transportation Policy and Technical Committees

9:30 a.m., July 21, 2016
420 Watson Powell Jr. Way, Suite 200, Des Moines, IA 50309
Burnham Conference Room

AMENDED AGENDA

1. Call To Order
2. VOTE: Approval of Agenda
3. VOTE: Approval of Meeting Minutes................................................................. Page 2
   • Approve the May 19, 2016, meeting minutes.
4. REPORT and OPTIONAL VOTE: Regional Project Selection Process............................... Page 5
   • Report by the Iowa DOT on regionalism and moving to a regional project selection process; consider
     approval.
5. REPORT and VOTE (TPC ONLY): Des Moines Area Metropolitan Planning Organization Invoice to CIRTPA for
   the 4th Quarter of Fiscal Year 2016 ........................................................................ Page 6
   • Report on the MPO’s invoice to CIRTPA for the 4th Quarter of Fiscal Year 2016; consider
     approval.
6. REPORT and VOTE: Amendments to CIRTPA HY 2035 Long-Range Transportation Plan .................. Page 8
   • Report on the proposed amendments to CIRTPA’s Long Range Transportation Plan; consider
     approval.
7. REPORT and VOTE: Final FFY 2017-2020 Transportation Improvement Program ................... Page 11
   • Report on final FFY 2017-2020 TIP; consider approval.
8. REPORT and OPTIONAL VOTE: Federal Fiscal Year 2016-2019 Transportation Improvement Program
   Revision Requests ........................................................................................................ Page 12
   • Report on the requests to amend projects in the FFY 2016-2019 TIP; consider approval.
9. REPORT: TAP Project Selection .................................................................................. Page 15
   • Report on available and future TAP funds.
10. REPORT: Member Governments STP Reports ......................................................... Page 16
    • Report on the current STP balances of member governments.
11. Other Non-Action Items of Interest to the Committee
12. Next Meeting Date
    • Approval of the next meeting date for 9:30 a.m., Thursday September 15, 2016, Burnham Meeting
      Room.
13. Adjournment
ISSUE: Approval of Meeting Minutes

VOTE: Review and approve the minutes of the May 19, 2016, CIRTPA Joint Committee meeting.

BACKGROUND:

Enclosed, on the following page, are the minutes of the May 19, 2016, CIRTPA Joint Committee meeting.

RECOMMENDATION:

Approve the minutes of the May 19, 2016, CIRTPA Joint Committee meeting.

STAFF CONTACTS:

Andrew Collings, acollings@dmampo.org; (515) 334-0075.
MEETING MINUTES
CENTRAL IOWA REGIONAL TRANSPORTATION PLANNING ALLIANCE (CIRTPA)
TRANSPORTATION POLICY COMMITTEE (TPC)
AND
TRANSPORTATION TECHNICAL COMMITTEE (TTC)
JOINT MEETING
MARCH 17, 2016

CIRTPA TTC Members Present:
Scott Kruse | Boone County
Russell Stutt | Jasper County
Todd Hagan | Madison County
Tyler Christian | Marion County
Kurt Bailey | Polk County
Darren Moon | Story County
David Carroll | Warren County
Anthony Brown | City of Adel
Wayne Schwartz | City of Boone
Chuck Burgin | City of Indianola
Dennis Webb | City of Knoxville
Larry Stevens | City of Nevada
Keith Laube | City of Newton
Michael Brown | City of Pella
Matt Ferrier | City of Perry
Sarah Constable | HIRTA

CIRTPA TTC Members Absent:
Al Miller | Dallas County
Damion Pregitzer | City of Ames
John Haldeman | City of Huxley
Wayne Peterson | Mitchellville
Mark Jackson | Story City
Mark Nitchals | City of Winterset

CIRTPA TPC Members Present:
Chet Hollingshead | Boone County
Brad Golightly | Dallas County
Dennis Carpenter | Jasper County
Todd Hagan | Madison County
Jim Kingery | Marion County
Kurt Bailey | Polk County
Wayne E. Clinton | Story County
Dean Yordi | Warren County
Anthony Brown | City of Adel
Wayne Schwartz | City of Boone
Chuck Burgin | City of Indianola
Jon Woods | City of Mitchellville
Larry Stevens | City of Nevada
Keith Laube | City of Newton
Michael Brown | City of Pella
Matt Ferrier | City of Perry
Sarah Constable | HIRTA

CIRTPA TPC Members Absent:
Chuck Burgin | City of Indianola
Damion Pregitzer | City of Ames
Darren Moon | Story County
John Haldeman | City of Huxley
Aaron Adams | City of Knoxville
Mark Jackson | Story City
Mark Nitchals | City of Winterset
Michael Brown | City of Pella
Mark Nitchals | City of Winterset

Others Present:
Mike Clayton | Iowa DOT
Jim Tishim | DART

Staff Present:
Zach Young | Principal Planner
Andrew Collings | Transportation Planner
Marcus Coenen | Transportation Planner

1. **Call to Order**
CIRTPA TPC Chair Chet Hollingshead called the CIRTPA TPC and the CIRTPA TTC March 17, 2016, Joint Committee Meeting to order at 9:35 a.m., in the CIRTPA Office, 420 Watson Powell, Jr. Parkway, Des Moines, Iowa. A quorum was present.

2. **Approval of the Agenda**
**MOTION:** A motion was made and seconded to approve the joint CIRTPA TPC March 17, 2016, meeting agenda.
**MOTION CARRIED UNANIMOUSLY**

3. **Approval of Meeting Minutes**
**MOTION:** A motion was made and seconded to approve January 14, 2016, meeting minutes.
**MOTION CARRIED UNANIMOUSLY**
4. **Approval of Fiscal Year 2015 Audit Report**  
   **MOTION:** A motion was made and seconded to approve the Fiscal Year 2015 Audit Report.  
   **MOTION CARRIED UNANIMOUSLY**

5. **Planning Funds Approval**  
   **MOTION:** A motion was made and seconded to approve awarding Marion County the full amount ($100,000) per their request.  
   **MOTION CARRIED UNANIMOUSLY**

6. **Transportation Alternatives Program Application**  
   Staff presented. Discussion ensued.  
   **MOTION:** A motion was made and seconded to approve requested funding from Dallas County and Story County.  
   **MOTION CARRIED UNANIMOUSLY**

7. **Federal Fiscal Year 2016-2019 Transportation Improvement Program Amendment Requests.**  
   Staff presented. Discussion ensued.  
   **MOTION:** A motion was made and seconded to approve the requests from Story County and Warren County.  
   **MOTION CARRIED UNANIMOUSLY**

8. **CIRTPA Fiscal Year 2017 Unified Planning Work Program**  
   Staff presented. Discussion ensued.  
   **MOTION:** A motion was made and seconded to approve the draft 2017 Unified Planning Work Program for forwarding to the DOT for review and comment.  
   **MOTION CARRIED UNANIMOUSLY**

9. **Federal Fiscal Years 2017-2020 Transportation Improvement Program Development Schedule**  
   Staff presented. Report and discussion only.

10. **CIRTPA Sub-allocation Process**  
    Staff presented. Report and discussion only.

11. **Other Non-Action Items of Interest to the Committee**  
    None.

12. **Next Meeting Date**  
    Next Joint CIRTPA Meeting will be held on Thursday, May 19 2016.

13. **Adjournment**  
    Meeting adjourned at 10:12 a.m.
ISSUE: Regional Project Selection Process

REPORT AND OPTIONAL VOTE: Consider approval of moving to a regional selection process for STP funds.

BACKGROUND:

Andrea White, Statewide Planning Coordinator with the Iowa DOT, will be here to present information on the benefits of CIRTPA moving to a regional project selection process for STP funding. In particular, she will cover the following topics:

- General information on the RPA planning process and DOT expectations;
- Reminder of planning review and findings;
- Discussion of the benefits of regional project selection; and,
- Incremental steps that can be taken to work to move away from a suballocation process.

Andrea will also be here to answer questions and discuss future possibilities for CIRTPA regionalism.

RECOMMENDATION:

Approve moving forward with a regional selection process for STP funding.

STAFF CONTACT:

Andrew Collings, acollings@dmampo.org;
(515) 334-0075.
ISSUE: Des Moines Area Metropolitan Planning Organization Invoice to CIRTPA for the 4th Quarter of Fiscal Year 2016

REPORT AND VOTE (TPC ONLY): Brief report and approval of the Des Moines Area Metropolitan Planning Organization (MPO) Invoice to CIRTPA for the 4th Quarter of Fiscal Year 2016.

BACKGROUND:

The MPO bills the CIRTPA for work conducted on the CIRTPA’s behalf on a quarterly basis. The MPO’s 4th Quarter Fiscal Year 2016 Invoice covers work conducted for the period beginning April 1, 2016 through June 30, 2016. If approved, the CIRTPA staff will proceed with reimbursing the MPO.

Included, immediately following is a copy of the MPO 4th Quarter Fiscal Year 2016 Invoice.

RECOMMENDATION:

Approve payment to the Des Moines Area Metropolitan Planning Organization for the 4th Quarter of Fiscal year 2016 billing period, April 1, 2016 through June 30, 2016.

STAFF CONTACTS:

Zach Young, zyoung@dmampo.org; (515) 334-0075.
Des Moines Area MPO INVOICE TO CIRTPA 4TH QUARTER FY 2016
From: 4/1/2016 To: 6/30/2016

WORK ACTIVITIES

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STAFF HOURS/COST SUBTOTAL

DIRECT COSTS

DIRECT COSTS SUBTOTAL

STAFF HOURS/COST SUBTOTAL

DIRECT COSTS SUBTOTAL

Des Moines Area MPO INVOICE AMOUNT

$24,024
ISSUE: Amendments to CIRTPA HY 2035 Long-Range Transportation Plan

REPORT and VOTE: Report on the proposed amendments to CIRTPA’s Long Range Transportation Plan.

BACKGROUND:

These proposed amendments would add into the LRTP currently programmed projects for the FFY 2017-2020 TIP that are not already in the document. Additional proposed language would exclude bridge and non-roadway bridge projects from being included specifically in the LRTP.

The Iowa DOT prefers to have all surface transportation projects programmed in the TIP also be included in the LRTP. This shows that when selecting projects to fund that additional analysis was done at the regional level to show that the regional impact of these projects were considered.

Included, immediately following, are proposed amendments to the LRTP.

RECOMMENDATION:

Approve amendments to CIRTPA’s Long-Range Transportation Plan.

STAFF CONTACTS:

Andrew Collings, acollings@dmampo.org; (515) 334-0075.
# Proposed Changes to the CIRTPA LRTP

## Projects Added to Project Lists

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<th>Termini/Description</th>
<th>Type of Work</th>
<th>Total Cost</th>
<th>Year</th>
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<td>Benton Street</td>
<td>Mamie Eisenhower Ave to 8th St</td>
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<td>2017</td>
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<td>Boone County</td>
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<td>X Ave E 1 Mi to Y Ave</td>
<td>Pave</td>
<td>$320,000</td>
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<td>Boone County</td>
<td>R-27</td>
<td>E-52 N 2.7 Mi to Hwy 30</td>
<td>Pave</td>
<td>$855,000</td>
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<td>Boone County</td>
<td>Lower Ledges Road/E52</td>
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<td>$1,450,000</td>
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<td>Boone County</td>
<td>E57</td>
<td>P-54 in Berkley east approx. 4.5 Miles to Hwy. 169</td>
<td>Pavement Rehab</td>
<td>$1,550,000</td>
<td>2019</td>
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<td>Jasper County</td>
<td>F36</td>
<td>County road S52 east approx. 5.5 Miles to Cherry Creek Bridge</td>
<td>Pavement Rehab</td>
<td>$2,750,000</td>
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<td>City of Newton</td>
<td>1st Avenue (Hwy 6)</td>
<td>Approx. 300’ west of E 14th St to Iowa Speedway Dr.</td>
<td>Pavement Markings</td>
<td>$1,131,000</td>
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<tr>
<td>City of Newton (Modify Current Project)</td>
<td>Iowa Speedway Drive</td>
<td>Approx. 1,200 feet south of 1st Avenue to approx. 1,900 feet north of Interstate 80</td>
<td>Pavement Rehab</td>
<td>$1,500,000</td>
<td>2018</td>
</tr>
<tr>
<td>City of Knoxville</td>
<td>Robinson, Jackson, and Main Streets</td>
<td>Park Ln Dr to S Kent Street, S Attica Rd to E Main St, State Highway 14 to Hobart St, N Grant St to N Roche St, and S 1st St to N 2nd St</td>
<td>Pavement Rehab, Ped/Bike Improvements</td>
<td>$1,072,000</td>
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<td>City of Knoxville</td>
<td>Larson Street</td>
<td>Highway 14 to Grant Street and Brobst Street to Roche Street</td>
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<td>City of Knoxville</td>
<td>Rock Island and 2nd Street</td>
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<td>Park Lane</td>
<td>Pleasant Street to Madison Street</td>
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<td>Story County (Modify Current Project)</td>
<td>R77</td>
<td>Approx. 335 feet north of E. Walnut Street to approx. 2.65 miles to Hamilton County Line</td>
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<td>Story County (Modify Current Project)</td>
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<td>Warren County</td>
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<td>G72 to 10th Avenue</td>
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<td>$2,000,000</td>
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# Proposed Changes to the CIRTPA LRTP

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<tr>
<th>City of Indianola</th>
<th>S J and K Street</th>
<th>Approx. 600 feet north of IA 92 to approx. 500 feet south of IA 92</th>
<th>Grade and Pave, Traffic Signals</th>
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<td>Warren County</td>
<td>R-63</td>
<td>North River to Des Moines City Limit</td>
<td>Pavement Rehab</td>
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<td>Warren County</td>
<td>G58</td>
<td>Highway 65 to S23</td>
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<td>Iowa DOT</td>
<td>I-35</td>
<td>1.6 Miles north of Co Rd F22 to 3.5 Miles north of IA 210</td>
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<td>Pavement Widening</td>
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## Non-Project Changes

Add the following language to Chapter 12, *Future Projects FFY 2015-2020* section: “Bridge and non-surface transportation projects funded through TAP, the statewide STP-HBP, and STP are not specifically listed in CIRTPA’s LRTP. Instead, projects will be solicited annually for funding awards during the Transportation Improvement Program development.”
ISSUE: Final FFY 2017-2020 Transportation Improvement Program

REPORT AND VOTE: Consider approval of the Federal Fiscal Year 2017-2020 Transportation Improvement Program.

BACKGROUND:

The CIRTPA staff is annually required to develop a four-year Transportation Improvement Program (TIP) by updating the current TIP for the CIRTPA. The purpose of the TIP is to list all projects in the CIRTPA Planning Area for which are using Federal funding and scheduled to begin within a designated period of the four federal fiscal years.

The CIRTPA staff requested that CIRTPA member governments and participating agencies review and report any project changes, new projects, or “roll-over” projects programmed in Federal Fiscal Year (FFY) 2016, 2017, 2018, 2019, and/or 2020. Staff generated a project list for the FFY 2016-2019 TIP using responses from each member government.

Staff will submitted the FFY 2017-2020 TIP draft to the Iowa Department of Transportation (DOT) and Federal Highway Administration for review and comment on June 15, 2016. Staff has incorporated comments received into the final draft. The final FFY 2017-2020 TIP is due to the Iowa DOT by July 15, 2016.

The CIRTPA staff scheduled a public input meeting for the FFY 2017-2020 TIP draft that was held at 5:00 p.m. on Tuesday June 21, 2016 at the CIRTPA office, in order to provide an opportunity for the public to comment. No comments were received at that meeting.

The final FFY 2017-2020 TIP has been included as a supplemental item.

RECOMMENDATION:

Approve the final FFY 2017-2020 TIP.

STAFF CONTACT:

Andrew Collings, acollings@dmampo.org; (515) 334-0075.
ISSUE: Federal Fiscal Year 2016-2019 Transportation Improvement Program Amendment Requests

REPORT AND OPTIONAL VOTE: Consider approval of the request to the Federal Fiscal Years 2016-2019 Transportation Improvement Program.

BACKGROUND:

The City of Pella and Jasper County have requested the following revisions to the Federal Fiscal Year 2016-2019 Transportation Improvement Program (FFY 2016-2019 TIP):

- **Sponsor:** Jasper County
- **Project:** Hwy T-12: Over North Skunk River
- **Federal Aid Amount:** $600,000
- **New Federal Aid Amount:** $1,120,000
- **Federal Aid Type:** STBG-HBP, Statewide Bridge Funding
- **Total Cost:** $1,400,000
- **Change:** Increase federal aid amount from $600,000 to $1,120,000 to accurately reflect projects costs, including the increased costs of bridge construction.

- **Sponsor:** City of Pella
- **Project:** In the City of Pella, On OSKALOOSA ST, from Prairie Street to SE 16th Street
- **Federal Aid Amount:** $1,700,000
- **Federal Aid Type:** STBG, DEMO (NEW)
- **Total Cost:** $2,870,000
- **Change:** Reduce STBG funds by $176,206.04 and replace it with the same amount of DEMO funds from repurposed earmark funding.

Included, immediately following, are maps of the proposed TIP amendment.

RECOMMENDATION:

Approve proposed amendments to the FFY 2016-2019 TIP.

STAFF CONTACT:

Andrew Collings, acollings@dmampo.org; (515) 334-0075.
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<td>NBIS# 197720</td>
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<td>TIP# 60582</td>
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ISSUE: TAP Project Selection

REPORT: Report regarding available and future TAP funds.

BACKGROUND:

Currently CIRTPA has a surplus of funding available to spend on TAP projects. CIRTPA awards TAP funding one federal fiscal year out (e.g. if it is currently FFY 2016, CIRTPA awards funds made available in FFY 2017). The I-DOT has questioned the unusually high TAP balance that is available through the end of FFY 2020 in the TIP. As it stands, CIRTPA has $867,000 available to award in FFYs 2018-2020.

Available TAP funding of such high amounts, similar to STP and planning funds, can be misconstrued as the funds not being needed. The I-DOT also recommends having ending balances less than or equal to what is distributed.

Staff will discuss possibly changing the project selection process for CIRTPA.

RECOMMENDATION:

None. Report and discussion only.

STAFF CONTACTS:

Teva Dawson, tdawson@dmampo.org; (515) 334-0075.
ISSUE: Member Governments STP Reports

REPORT: Report on the current STP balances of member governments.

BACKGROUND:

With the development of the FFY 2017-2020 TIP staff will present updated reports on the STP balances for member communities.

Reports will be made available at the July meeting.

RECOMMENDATION:

None. Report and discuss only.

STAFF CONTACT:

Andrew Collings, acollings@dmampo.org; (515) 334-0075.