



John Haldeman, City of Huxley  
Transportation Policy Committee Chair

David Carroll, Warren County  
Transportation Technical Committee Chair

420 Watson Powell Jr. Parkway, Suite 200  
Des Moines, Iowa 50309  
Phone: 515.334.0075  
www.cirtpa.org

## NOTICE OF MEETING

### Central Iowa Regional Transportation Planning Alliance Transportation Policy and Technical Committees

9:30 a.m., July 18, 2019

420 Watson Powell Jr. Way, Suite 200, Des Moines, IA 50309  
Burnham Conference Room

1. **Call To Order**
2. **VOTE: Approval of Agenda**
3. **VOTE: Approval of Meeting Minutes**..... Page 3
  - Approve the May 16, 2019 and review the March 21, 2019 meeting minutes.
4. **DISCUSSION: Opportunity for Regional Transportation Issues to be Discussed and Public Input** ..... Page 4
  - Opportunity for communities or individuals to present regional transportation issues for discussion or provide comments on items on the agenda.
5. **CONSENT and VOTE: Approve Financial Statements** ..... Page 5
  - Report on the financial statements; consider approval.
6. **REPORT and VOTE: Des Moines Area Metropolitan Planning Organization Invoice to CIRTPA for the 4<sup>th</sup> Quarter of Fiscal Year 2019**..... Page 6
  - Report on the MPO’s invoice to CIRTPA for the 4<sup>th</sup> Quarter of Fiscal Year 2019; consider approval.
7. **REPORT and VOTE: Final FFY 2020-2023 Transportation Improvement Program** ..... Page 7
  - Report on the final FFY 2020-2023 TIP draft; consider approval.
8. **REPORT and OPTIONAL VOTE: Federal Fiscal Year 2019-2022 Transportation Improvement Program Revision Requests** ..... Page 8
  - Report on the requests to amend projects in the FFY 2019-2022 TIP; consider approval.
9. **REPORT and OPTINONAL VOTE: Transportation Alternatives Program Application Update**..... Page 9
  - Report on awarding Federal Fiscal Year 2023 *Transportation Alternatives Program* funding to eligible projects; consider approval.
10. **REPORT and OPTIONAL VOTE: MPO and CIRTPA Service Agreement**..... Page 10
  - Report on an updated service agreement for Fiscal Year 2020 between the MPO and the Central Iowa Transportation Planning Alliance for regional planning assistance; consider approval.
11. **REPORT: Community STBG Account Update**..... Page 11
  - Report on communities’ current STBG account balances.
12. **REPORT: Local Pavement Data Collection** ..... Page 12
  - Discussion of current and future local pavement data collection efforts by the Iowa DOT.

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- 13. REPORT: Long Range Transportation Plan Update** ..... Page 13
  - Update of the LRTP Update process.
- 14. Other Non-Action Items of Interest to the Committee**
- 15. Next Meeting Date**
  - Approval of the next meeting date for 9:30 a.m., Thursday September 19, 2019, Burnham Meeting Room.
- 16. Adjournment**

July 2019  
Item No. 3

**ISSUE: Approval of Meeting Minutes**

VOTE: Approve the minutes of the May 16, 2019 CIRTPA Joint Committee meeting.

**BACKGROUND:**

A copy of the May 16 meeting minutes will be made available prior to the July meeting.

**RECOMMENDATION:**

Approve the minutes of the May 16, 2019, CIRTPA Joint Committee meeting minutes.

**STAFF CONTACTS:**

Tracey Deckard, [tdeckard@dmampo.org](mailto:tdeckard@dmampo.org);  
(515) 334-0075.

July 2019  
Item No. 4

**ISSUE: Opportunity for Regional Transportation Issues to be Discussed and Public Input**

DISCUSSION: Opportunity for communities or individuals to present regional transportation issues for discussion.

**BACKGROUND:**

The CIRTPA sets aside time each month for individuals and non-CIRTPA communities within the CIRTPA planning area to come in and discuss regional transportation issues or provide comments on items on the agenda.

**RECOMMENDATION:**

None. Public discussion only.

**STAFF CONTACT:**

Andrew Collings, [acollings@dmampo.org](mailto:acollings@dmampo.org);  
(515) 334-0075.

July 2019  
Item No. 5

**ISSUE: CIRTPA Financial Statements**

REPORT AND VOTE: Report and approval of the CIRTPA Financial Statements

**BACKGROUND:**

The CIRTPA staff continually tracks the CIRTPA's savings and checking accounts and prepares monthly and/or quarterly statements detailing all transactions.

Copies of the Financial Statements will be made available prior to the meeting.

**RECOMMENDATION:**

Approve the Financial Statements.

**STAFF CONTACTS:**

Tracey Deckard, [tdeckard@dmampo.org](mailto:tdeckard@dmampo.org);  
(515) 334-0075.

July 2019  
Item No. 6

**ISSUE: Des Moines Area Metropolitan Planning Organization Invoice to CIRTPA for the 4<sup>th</sup> Quarter of Fiscal Year 2019**

REPORT AND VOTE: Brief report and approval of the Des Moines Area Metropolitan Planning Organization (MPO) Invoice to CIRTPA for the 4<sup>th</sup> Quarter of Fiscal Year 2019.

**BACKGROUND:**

The MPO bills the CIRTPA for work conducted on the CIRTPA's behalf on a quarterly basis. The MPO's 4<sup>th</sup> Quarter Fiscal Year 2019 Invoice covers work conducted for the period beginning April 30, 2019 through June 30, 2019. If approved, the CIRTPA staff will proceed with reimbursing the MPO.

[Click here for a copy of the MPO 4<sup>th</sup> Quarter Fiscal Year 2019 Invoice.](#)

**RECOMMENDATION:**

Approve payment to the Des Moines Area Metropolitan Planning Organization for the 4<sup>th</sup> Quarter of Fiscal year 2019 billing period, April 30, 2019 through June 30, 2019.

**STAFF CONTACTS:**

Zach Young, [zyoung@dmampo.org](mailto:zyoung@dmampo.org);  
(515) 334-0075.

July 2019  
Item No. 7

**ISSUE: Final FFY 2020-2023 Transportation Improvement Program**

REPORT AND VOTE: Consider approval of the Federal Fiscal Year 2020-2023 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 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) 2019, 2020, 2021, 2022, and/or 2023. Staff generated a project list for the FFY 2020-2023 TIP using responses from each member government.

Staff submitted the FFY 2020-2023 TIP draft to the Iowa Department of Transportation (DOT) for review and comment on June 15, 2019. Staff incorporated comments received into the final draft. The final FFY 2020-2023 TIP is due to the Iowa DOT following approval.

CIRTPA staff scheduled a public input meeting for the FFY 2020-2023 TIP draft at 5:00 p.m. on Tuesday June 25, 2019 at the CIRTPA office, in order to provide an opportunity for the public to comment. Zero comments were received by staff at that meeting or during the public input process.

[Click here for a link to the proposed final FFY 2020-2023 TIP.](#)

**RECOMMENDATION:**

Approve the final FFY 2020-2023 TIP.

**STAFF CONTACT:**

Andrew Collings, [acollings@dmampo.org](mailto:acollings@dmampo.org);  
(515) 334-0075.

July 2019  
Item No. 8

**ISSUE: *Federal Fiscal Year 2019-2022 Transportation Improvement Program Amendment Requests***

REPORT AND OPTIONAL VOTE: Consider approval of the requests to the *Federal Fiscal Years 2019-2022 Transportation Improvement Program*.

**BACKGROUND:**

The City of Newton has requested the following revisions to the *Federal Fiscal Year 2019-2022 Transportation Improvement Program* (FFY 2019-2022 TIP):

Sponsor: City of Newton

Project: In the city of Newton, On 1st Ave (Hwy 6) from approx. 300' west of E 14th St to Iowa Speedway Dr.

Federal Aid Amount: \$453,000

Federal Aid Type: SWAP-STBG

Total Cost: \$922,000

TIP Projects Modifications: None necessary

Change: Switch project funding from SWAP-STBG to STBG.

[Click here for a link to the proposed amendment map.](#)

**RECOMMENDATION:**

Approve proposed amendments to the FFY 2019-2022 TIP.

**STAFF CONTACT:**

Andrew Collings, [acollings@dmampo.org](mailto:acollings@dmampo.org);  
(515) 334-0075.



July 2019  
Item No. 9

**ISSUE: *Transportation Alternatives Program Application Update***

REPORT AND VOTE: Consider awarding Federal Fiscal Year 2023 *Transportation Alternatives Program* funding to eligible projects.

**BACKGROUND:**

For Federal Fiscal Year 2020 - 2023, approximately \$1,000,000 was available in CIRTPA TAP funds to award.

Initially, CIRTPA staff had thought we had received seven eligible applications this year. However after the May meeting staff was made aware that the City of Adel had submitted an eligible application during the application window however staff accidentally left the application off the list for consideration. The project is:

Sponsor: City of Adel  
Project: Adel Recreational Trails  
TAP Request: \$400,210  
Total Cost: \$519,315

[Click here for a link to a copy of the application.](#)

**RECOMMENDATION:**

Because all applicants received funding this funding cycle and CIRTPA has \$198,539 available in TAP funding in FFY 2023 staff recommends awarding the City of Adel \$180,000 in TAP funding for programming in FFY 2023.

**STAFF CONTACT:**

Andrew Collings, [acollings@dmampo.org](mailto:acollings@dmampo.org);  
(515) 334-0075.

July 2019  
Item No. 10

**ISSUE: MPO and CIRTPA Service Agreement**

REPORT AND VOTE: Consider approval of the *Fiscal Year 2020 Unified Planning Work Program*.

**BACKGROUND:**

The MPO has provided staffing assistance to the Central Iowa Regional Transportation Planning Alliance (CIRTPA) by contract since the early 1990's. Upon reviewing the agreement, MPO staff identified several minor items that are outdated, such as references to US Code sections and transportation reauthorization bills. MPO staff has updated the service agreement accordingly and is asking for both the MPO and CIRTPA boards for their approval.

[Click here for a link to a copy of updated agreement.](#)

**RECOMMENDATION:**

Approve the Fiscal Year 2020 service agreement between the MPO and CIRTPA for regional planning services.

**STAFF CONTACTS:**

Andrew Collings, [acollings@dmampo.org](mailto:acollings@dmampo.org);  
(515) 334-0075.

July 2019  
Item No. 11

**ISSUE: Community STBG Account Update**

REPORT: Report on communities' current STBG account balances.

**BACKGROUND:**

MPO staff will provide a report detailing projects programmed with RPA STBG funding and the account balances for communities receiving an STBG allocation.

The Community STBG Account Report will be made available prior to the meeting.

**RECOMMENDATION:**

None. Report and discussion only.

**STAFF CONTACT:**

Andrew Collings, [acollings@dmampo.org](mailto:acollings@dmampo.org)  
(515) 334-0075

July 2019  
Item No. 12

**ISSUE: Local Pavement Condition Data Collection**

REPORT: Report on current and future local pavement data collection efforts by the Iowa DOT.

**BACKGROUND:**

Starting in 2013, the Iowa DOT elected to use primary road fund dollars to hire a vendor to collect pavement condition data statewide, including all local paved streets and roads. Data has been collected on a two-year cycle since. This data source is what the MPO uses for road condition reporting and forecasting.

Prior to 2013, the Iowa DOT only collected the Primary system. Through the Iowa Pavement Management Program (IPMP) at Iowa State University, the MPO and local agencies were able to access the same vendor used by the DOT to have data collected on the local system. While some chose to opt-in, many local agencies found the cost to be prohibitive.

The Iowa DOT is looking to reduce, or cost share, a portion of the costs associated with this process. The most likely scenario is that the Iowa DOT will continue to collect local data but on a four-year basis rather than two. MPOs/RPAs and local jurisdictions would then have the option to opt in and pay for an interim collection.

The DOT has put together a working group to review this process and is currently calculating potential costs for MPOs/RPAs. Data is currently being collected for the CIRTPA area and will be the last data collection to be funded completely by the Iowa DOT.

More information can be found in the Iowa DOT report found [here](#).

**RECOMMENDATION:**

None. Report and discussion only.

**STAFF CONTACT:**

Andrew Collings, [acollings@dmampo.org](mailto:acollings@dmampo.org)  
(515) 334-0075.

July 2019  
Item No. 13

**ISSUE: Long Range Transportation Plan Update**

REPORT: Report on the LRTP Update Process.

**BACKGROUND:**

CIRTPA's current LRTP was adopted in September 2014. An updated plan is due to the Iowa DOT by September 2019 and the LRTP Update Meeting #2 was held on May 29. Staff will present an overview of what was discussed at meeting #2.

**RECOMMENDATION:**

None. Report and discussion only.

**STAFF CONTACT:**

Andrew Collings, [acollings@dmampo.org](mailto:acollings@dmampo.org)  
(515) 334-0075