

January 2020
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:

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January 2020
Item No. 5

ISSUE: CIRTPA Transportation Projects Update

DISCUSSION: Report from member communities on transportation projects in the CIRTPA region.

BACKGROUND:

As part of CIRTPA's most recent review from the DOT a recommended action was to discuss the status of transportation projects in the CIRTPA planning area. Communities are asked to provide project updates as appropriate.

RECOMMENDATION:

None. Public discussion only.

STAFF CONTACT:

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January 2020
 Item No. 6

ISSUE: CIRTPA Officers for Calendar Year 2020

VOTE: Elect officers for the calendar year.

BACKGROUND:

The CIRTPA will vote to elect calendar year 2020 officers. Officers required for Policy are a Chair, Vice Chair, and a Secretary/Treasurer. Officers required for Tech are a Chair and Vice Chair. The schedule required for this process is:

- January 2020 – Vote on calendar year 2020 officers at the CIRTPA meeting
- February 2020 – Elected officers will take over their new roles

Current officers are:

Transportation Policy Committee		Transportation Technical Committee	
<i>Chair</i>	John Haldeman	<i>Chair</i>	David Carroll
<i>Vice-Chair</i>	Bret VandeLune	<i>Vice-Chair</i>	Tyler Christian
<i>Secretary/Treasurer</i>	Anthony Brown		

With the retirement of John Haldeman CIRTPA will need to elect one new officer to the Transportation Policy Committee.

RECOMMENDATION:

Staff recommends approval of officers for CY 2020.

STAFF CONTACT:

Andrew Collings, acollings@dmampo.org;
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January 2020
Item No. 7

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.

A copy of the Financial Statements will be made available before the upcoming meeting.

RECOMMENDATION:

Approve the Financial Statements.

STAFF CONTACTS:

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January 2020
Item No. 8

ISSUE: Des Moines Area Metropolitan Planning Organization Invoice to CIRTPA for the 2nd Quarter of Fiscal Year 2020

REPORT AND VOTE (TPC ONLY): Brief report and approval of the Des Moines Area Metropolitan Planning Organization (MPO) Invoice to CIRTPA for the 2nd Quarter of Fiscal Year 2020

BACKGROUND:

The MPO bills the CIRTPA for work conducted on the CIRTPA's behalf on a quarterly basis. The MPO's 2nd Quarter Fiscal Year 2020 Invoice covers work conducted for the period beginning October 1, 2019 through December 31, 2019. If approved, the CIRTPA staff will proceed with reimbursing the MPO.

[Click here for a copy of the MPO 2nd Quarter Fiscal Year 2020 Invoice.](#)

RECOMMENDATION:

Approve payment to the Des Moines Area Metropolitan Planning Organization for the 2nd Quarter of Fiscal Year 2020 billing period, October 1, 2019 through December 31, 2019.

STAFF CONTACTS:

Zach Young, zyoung@dmampo.org;
(515) 334-0075.

January 2020
Item No. 9

ISSUE: *Fiscal Year 2021 Unified Planning Work Program and Budget Development*

REPORT: Discussion of the process to develop the next work program and budget.

BACKGROUND:

CIRTPA staff is beginning to develop the Fiscal Year 2021 Unified Planning Work Program (FY 2021 UPWP) and budget, which will document all planning activities the CIRTPA will perform from July 1, 2020, through June 30, 2021. The Iowa Department of Transportation (DOT) requires the UPWP to describe the CIRTPA'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 CIRTPA to submit a draft UPWP by April 1, 2020, and a final UPWP by June 1, 2020.

The CIRTPA staff asks for input from member governments and participating agencies on planning tasks for FY 2021 throughout the development of the UPWP. CIRTPA staff would welcome any proposals for special studies, plans, or other activities, as well as requests for local planning assistance.

RECOMMENDATION:

None. Report and discussion only.

STAFF CONTACT:

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January 2020
Item No. 10

ISSUE: *Federal Fiscal Year 2021-2024 Transportation Improvement Program Development*

REPORT: Report on the process to develop the *Federal Fiscal Years 2021-2024 Transportation Improvement Program*.

BACKGROUND:

The Iowa DOT requires that the CIRTPA annually develop a four-year Transportation Improvement Program (TIP) that details the use of federal funds for transportation projects in the Regional Planning Affiliation Planning Area.

The CIRTPA staff begins work on the *Federal Fiscal Years 2021-2024 Transportation Improvement Program* (FFY 2021-2024 TIP) by providing each CIRTPA 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 for review and update.

The CIRTPA staff requests that member governments and agencies determine if projects currently programmed for FFY 2020 will receive FHWA authorization to proceed with development before September 30, 2020. If a project does not receive FHWA authorization before September 30, 2020, then the project will need to "roll-over" to a future year in the TIP.

The CIRTPA 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 respected projects.

[Click here for a copy of the TIP Development Schedule.](#)

RECOMMENDATION:

None. Report and discussion only.

STAFF CONTACT:

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January 2020
Item No. 11

ISSUE: CIRTPA TAP and Small Communities Fund Application Process Update

REPORT: Report on the CIRTPA TAP and Small Communities Fund application process.

BACKGROUND:

FFY 2024 TAP applications were due on January 10th. CIRTPA received two applications from the cities of Adel and Pleasantville. More information about their applications will be available at the meeting.

FFY 2021 Small Communities STBG funding is available through February 1st. To date one application has been received from the City of Story City. Below are links to the Small Communities Fund application materials.

[Click here for a copy of the FFY 2021 Application Packet.](#)

[Click here for a link to the online application form.](#)

RECOMMENDATION:

None. Report and discussion only.

STAFF CONTACT:

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January 2020
 Item No. 12

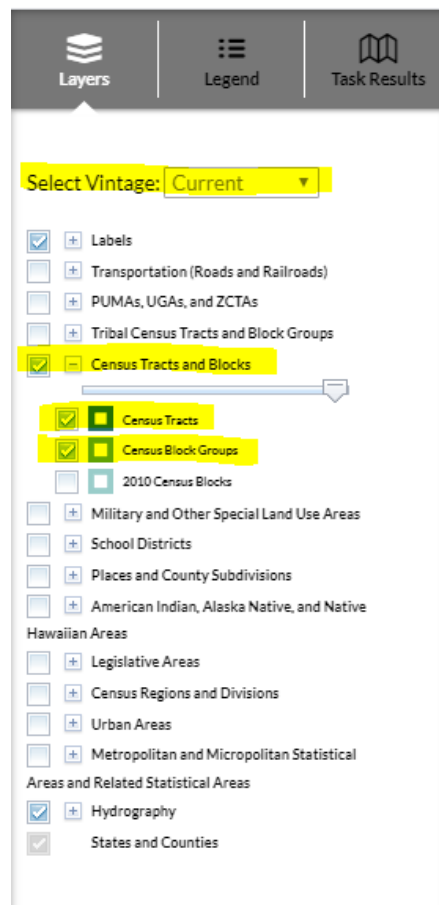
ISSUE: 2020 Census Participant Statistical Areas Program (PSAP)

REPORT: Update on the 2020 Census Boundaries redelineation effort.

BACKGROUND:

The Census is currently in its Verification Phase, in which communities either accept the Census’ decision or to propose any additional corrections or changes. Please review and see whether you accept the Census’ decision on boundary changes.

To review what the Census currently has approved, please use their TigerWEB tool (<https://tigerweb.geo.census.gov/tigerweb/>) and examine your jurisdiction. A few notes on using the TigerWEB tool: Under the “Layers” tab, please ensure that the “Select Vintage” option is set to “Current” and that the “Census Tracts and Blocks” layer is checked. It may also be helpful to turn off the “2010 Census Blocks” sublayer under the “Census Tracts and Blocks” layer. A users’ guide (<https://www2.census.gov/geo/pdfs/partnerships/bas/TIGERwebforBAS.pdf>) and users’ tutorial video (<https://www.youtube.com/watch?v=olwuVwUa8qA>) are available as resources.



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Please let staff know by **February 13, 2020** whether (1) you accept the Census' information or (2) you intend to propose additional corrections or changes. You need not prepare or submit any actual corrections or changes by February 13, 2020.

RECOMMENDATION:

None. Report and discussion only.

STAFF CONTACT:

Andrew Collings, acollings@dmampo.org;
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January 2020
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. Due to time constraints staff was unable to complete the LRTP update process before the January 2020 deadline. Therefore, staff will be requesting an extension for either May 2020. Staff will provide an update on the status of the LRTP development to date.

RECOMMENDATION:

None. Report and discussion only.

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