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Transportation Policy Committee Chair

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NOTICE OF MEETING

Central Iowa Regional Transportation Planning Alliance Transportation Policy and Technical Committees

9:30 a.m., March 18, 2021
Virtual Meeting

1. **Call to Order**
2. **VOTE: Approval of Agenda**
3. **VOTE: Approval of Meeting Minutes**..... Page 3
 - Approve the January 21, 2021 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. **CONSENT and VOTE: Approve the Fiscal Year 2020 Audit Report**..... Page 6
 - Report on the *Fiscal Year 2020 Audit* report; consider approval.
7. **REPORT and VOTE: CIRTPA Federal Fiscal Years 2022 Unified Planning Work Program Draft** Page 7
 - Report on the draft of the *Fiscal Year 2020 Unified Planning Work Program*; consider approval.
8. **REPORT and OPTIONAL VOTE: Federal Fiscal Year 2021-2024 Transportation Improvement Program Revision Requests** Page 8
 - Report on the requests to amend projects in the FFY 2021-2024 TIP; consider approval.
9. **REPORT and OPTIONAL VOTE: Local Match Support for HIRTA’s Iowa Developmental Disability Transportation Grant** Page 9
 - Report on proposed local match for HIRTA’s transportation grant; consider approval.
10. **REPORT and OPTIONAL VOTE: Surface Transportation Block Grant Program Small Community Fund Application Update** Page 10
 - Report on awarding Federal Fiscal Year 2022 STBG SWAP funding as part of the Small Community Fund to an eligible project; consider approval.
11. **REPORT: Transportation Alternatives Program Application Update** Page 11
 - Report on submitted Federal Fiscal Year 2025 *Transportation Alternatives Program* projects.
12. **REPORT: Federal Fiscal Year 2022-2025 Transportation Improvement Program Development**..... Page 12
 - Report on the process to develop the FFY 2022-2025 TIP.

Boone County • Dallas County • Jasper County • Madison County • Marion County
Polk County • Story County • Warren County • Adel • Boone • Huxley • Indianola
Knoxville • Nevada • Newton • Pella • Perry • Story City • Winterset

The CIRTPA 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, call 515-334-0075.

March 2021
Item No. 3

ISSUE: Approval of Meeting Minutes

VOTE: Approve the minutes of the January 21, 2021 CIRTPA Joint Committee meeting.

BACKGROUND:

[Click here for a copy of the January 21, 2021 meeting minutes.](#)

RECOMMENDATION:

Approve the minutes of the January 21, 2021, CIRTPA Joint Committee meeting minutes.

STAFF CONTACTS:

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

March 2021
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;
(515) 334-0075.

March 2021
Item No. 5

ISSUE: CIRTPA Financial Statements

CONSENT AND VOTE: Report and approval of the 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.

[Click here for a copy of the most recent financial statements.](#)

RECOMMENDATION:

Approve the Financial Statements.

STAFF CONTACTS:

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

March 2021
Item No. 6

ISSUE: Approve the *Fiscal Year 2020 Audit Report*

CONSENT and VOTE: Consider approval of the completed *Fiscal Year 2020 Audit* report.

BACKGROUND:

In March 2021, Denman & Company, LLP. completed the *Fiscal Year (FY) 2020 Audit* of the CIRTPA's Finances. The CIRTPA staff reviewed the report and found no instances of noncompliance with federal requirements.

A copy of the FY 2020 Audit report will be provided prior to the meeting.

Following acceptance by CIRTPA, CIRTPA staff will submit the *FY 2020 Audit* report to the Iowa Department of Transportation.

RECOMMENDATION:

Approve the *Fiscal Year 2020 Audit* report.

STAFF CONTACTS:

Todd Ashby, tashby@dmampo.org;
Dylan Mullenix, dmullenix@dmampo.org; and
Andrew Collings, acollings@dmampo.org;
(515) 334-0075.

March 2021
Item No. 7

ISSUE: CIRTPA *Fiscal Year 2022 Unified Planning Work Program*

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

BACKGROUND:

The CIRTPA staff has developed the draft *Fiscal Year 2022 Unified Planning Work Program* (FY 2022 UPWP), which documents all transportation planning activities the CIRTPA will perform using federal funds from July 1, 2021 through June 30, 2022. The Iowa Department of Transportation (DOT) requires that the UPWP 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, 2021 and final UPWP by June 1, 2021.

[Click here for a copy of the draft *Fiscal Year 2022 Unified Planning Work Program*.](#)

RECOMMENDATION:

Approve the draft *FFY 2022 UPWP*.

STAFF CONTACTS:

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

March 2021
Item No. 8

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

REPORT AND OPTIONAL VOTE: Consider approval of the requests to the *Federal Fiscal Years 2021-2024 Transportation Improvement Program*.

BACKGROUND:

The Boone CCB and Jasper CCB have requested the following revisions to the *Federal Fiscal Year 2021-2024 Transportation Improvement Program (FFY 2021-2024 TIP)*:

Sponsor: Boone CCB

Project: High Trestle to City of Boone Trail - Phase 1

Federal Aid Amount: \$100,000

Federal Aid Type: TAP

Total Cost: \$418,000

TIP Projects Modifications: None necessary

Change: Change project description to "From QF Ln and Hwy 210 to Swede Point Park".

Sponsor: Jasper CCB

Project: From NSNWR entrance road to S 80th Avenue W and from Red Rock Park in Monroe to Jasper Street and IA 163 interchange

Federal Aid Amount: \$1,461,000

Federal Aid Type: DEMO, RTP TAP

Total Cost: \$2,300,000

TIP Projects Modifications: None necessary

Change: Add project to FFY 2021 of the TIP.

[Click here for a copy of the proposed projects.](#)

RECOMMENDATION:

Approve proposed amendments to the FFY 2021-2024 TIP.

STAFF CONTACT:

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

March 2021
Item No. 9

ISSUE: Local Match Support for HIRTA's Iowa Developmental Disability Transportation Grant

REPORT AND OPTIONAL VOTE: Report on proposed local match for HIRTA's transportation grant; consider approval.

BACKGROUND:

HIRTA recently applied for and received an Iowa Development Disability Transportation grant. The proposed project will help improve coordination and collaboration through targeted outreach. This project helps an unmet need identified in CIRTPA's Passenger Transportation Plan (PTP) strategy 3 action item 1 through the implementation of a needs assessment. It also meets Goal 3 of CIRTPA's Long Range Transportation Plan – Promote Livability.

This project also dovetails very well with development of the new PTP which will kick-off soon after this project's completion.

[Click here for a copy of the project overview.](#)

RECOMMENDATION:

Provide the local match for the grant in the amount of \$2,500 from CIRTPA's bank account.

STAFF CONTACT:

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

March 2021
Item No. 10

ISSUE: *Surface Transportation Block Grant Program Small Community Fund Application Update*

REPORT AND OPTIONAL VOTE: Consider awarding Federal Fiscal Year 2022 Surface Transportation Block Grant funding to an eligible project.

BACKGROUND:

For Federal Fiscal Year 2022, approximately \$240,000 is available in CIRTPA STBG funds to award. The CIRTPA staff received one eligible application this year. The project is:

Sponsor: City of Dawson
Project: East 1st Street Rehabilitation
STBG Request: \$240,000
Total Cost: \$533,940

[Click here for a copy of Dawson's application.](#)

RECOMMENDATION:

Award Dawson \$240,000 in STBG funding for FFY 2022.

STAFF CONTACT:

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

March 2021
Item No. 11

ISSUE: CIRTPA TAP and Small Communities Fund Application Process Update

REPORT: Report on submitted Federal Fiscal Year 2025 *Transportation Alternatives Program* projects.

BACKGROUND:

For Federal Fiscal Year 2025, approximately \$250,000 was available in CIRTPA TAP funds to award. The CIRTPA staff received 2 eligible applications this year. The projects are:

Sponsor: Dallas County

Project: RRVT Repair/Rehab Project, City of Linden to City of Redfield bridges (T,U,V,W) phase

TAP Request: \$250,000

Total Cost: \$452,000

[Click here for a copy of Dallas County's application.](#)

Sponsor: Story County

Project: Heart of Iowa Nature Trail: South Skunk River Scenic Bridge – 610th Ave Hard Surfacing and Trail Improvements

TAP Request: \$200,000

Total Cost: \$674,000

[Click here for a copy of Story County's application.](#)

RECOMMENDATION:

None. Report and discussion only.

STAFF CONTACT:

Andrew Collings, acollings@dmampo.org;
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March 2021
Item No. 12

ISSUE: *Federal Fiscal Year 2022-2025 Transportation Improvement Program Development*

REPORT: Report on the process to develop the *Federal Fiscal Years 2022-2025 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 2022-2025 Transportation Improvement Program* (FFY 2022-2025 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 2021 will receive FHWA authorization to proceed with development before September 30, 2021. If a project does not receive FHWA authorization before September 30, 2021, 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:

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

March 2021
Item No. 13

ISSUE: Community Pavement Condition Reports

REPORT: Report on the Community Pavement Condition Reports.

BACKGROUND:

MPO staff will provide an update on the community pavement condition reports completed to date.

RECOMMENDATIONS:

None. Report and discussion only.

STAFF CONTACT:

Andrew Collings, acollings@dmampo.org
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