

13. **REPORT: Community STBG Account Update** Page 14
 - Report on communities' current STBG account balances.
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 July 15, 2021, Virtually.
16. **Adjournment**

Please join my meeting from your computer, tablet or smartphone.

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United States (Toll Free): [1 866 899 4679](tel:18668994679)

Access Code: 137-556-989

May 2021
Item No. 5

ISSUE: HIRTA Complete Trip - ITS4US Deployment Program Project

PRESENTATION: Presentation on HIRTA’s Complete Trip – ITS4US Deployment Program project.

BACKGROUND:

Earlier this year, the U.S. Department of Transportation announced they were awarding HIRTA \$1,084,257 through their Complete Trip – ITS4US Deployment Program. HIRTA’s project is *“Health Connector for the Most Vulnerable: An Inclusive Mobility Experience from Beginning to End”*.

The first 12-month period of the program is the Concept Development phase, which is the first of three phases. The proposed deployment will provide enhanced and equal access to healthcare options for all in Dallas County. Specifically, the program will emphasize focus on underserved communities, including rural, veterans, persons with disabilities, low-income, older adults, and persons with limited English proficiency. HIRTA’s LEP plan can be found at www.ridehirta.com/policies.

Click [HERE](#) for a copy of a presentation from the project’s kick-off meeting.

RECOMMENDATION:

None. Presentation only.

STAFF CONTACTS:

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

May 2021
Item No. 6

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.

A copy of the most recent financial statements will be made available prior to the meeting.

RECOMMENDATION:

Approve the Financial Statements.

STAFF CONTACTS:

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

May 2021
Item No. 7

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.

[Click here for a copy of the FY 2020 Audit report.](#)

CIRTPA staff has already submitted the *FY 2020 Audit* report to the Iowa Department of Transportation.

RECOMMENDATION:

Approve the *Fiscal Year 2020 Audit* report.

STAFF CONTACTS:

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Dylan Mullenix, dmullenix@dmampo.org; and
Andrew Collings, acollings@dmampo.org;
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May 2021
Item No. 8

ISSUE: Des Moines Area Metropolitan Planning Organization Invoice to CIRTPA for the 3rd Quarter of Fiscal Year 2021

REPORT AND VOTE: Brief report and approval of the Des Moines Area Metropolitan Planning Organization (MPO) Invoice to CIRTPA for the 3rd Quarter of Fiscal Year 2021

BACKGROUND:

The MPO bills the CIRTPA for work conducted on the CIRTPA's behalf on a quarterly basis. The MPO's 3rd Quarter Fiscal Year 2021 Invoice covers work conducted for the period beginning January 1, 2021 through March 31, 2021. If approved, the CIRTPA staff will proceed with reimbursing the MPO.

[Click here for a copy of the MPO 3rd Quarter Fiscal Year 2021 Invoice.](#)

RECOMMENDATION:

Approve payment to the Des Moines Area Metropolitan Planning Organization for the 3rd Quarter of Fiscal Year 2021 billing period, January 1, 2021 through March 31, 2021.

STAFF CONTACTS:

Andrew Collings, acollings@dmampo.org; And
Zach Young, zyoung@dmampo.org;
(515) 334-0075.

May 2021
Item No. 9

ISSUE: *Fiscal Year 2022 Unified Planning Work Program and Budget Development*

REPORT and VOTE: Consider approval of the final FY 2022 UPWP and budget.

BACKGROUND:

CIRTPA has developed the Fiscal Year 2022 Unified Planning Work Program (FY 2022 UPWP) and budget, which will document all planning activities the CIRTPA will perform from July 1, 2021, through June 30, 2022. 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, 2021, and a final UPWP by June 1, 2022.

The CIRTPA staff asked for input from member governments and participating agencies on planning tasks for FY 2022 throughout the development of the UPWP. Comments from local communities and the Iowa DOT were incorporated into the final document.

[Click here for a copy of the Final FY 2022 UPWP.](#)

RECOMMENDATION:

Approve the FY 2022 UPWP and budget.

STAFF CONTACT:

Andrew Collings, acollings@dmampo.org; and
Zach Young, zyoung@dmampo.org
(515) 334-0075

May 2021
Item No. 10

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:

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

Sponsor: Warren County

Project: On S23, Over COTTON CREEK, S27 T74 R22

Federal Aid Amount: \$382,340 (\$700,000)

Federal Aid Type: CHBP, SWAP-HBP

Total Cost: \$700,000

TIP Projects Modifications: None necessary

Change: Change project description to “On S23, Over Mill Creek, S27 T74 R22”

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: Increase DEMO funding to \$1,100,000, increase RTP funding to \$795,115, increase the total project cost to \$2,661,000, and change the project location to “Red Rock Prairie Trail from Neal Smith National Wildlife Refuge to Red Rock Park in Monroe”.

[Click here for copies of maps of the proposed projects.](#)

RECOMMENDATION:

Approve proposed amendments to the FFY 2021-2024 TIP.

STAFF CONTACT:

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

May 2021
Item No. 11

ISSUE: *Transportation Alternatives Program Application Update*

REPORT AND OPTIONAL VOTE: Consider awarding Federal Fiscal Year 2025 *Transportation Alternatives Program* funding to eligible 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.](#)

A copy of Dallas County's presentation will be provided before the meeting.

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.](#)

A copy of Story County's presentation will be provided before the meeting.

A review team met and heard presentations by each of the applicants. The review committee consisted of:

- [Andrea Boulton](#) – Iowa Natural Heritage Foundation
- [Jared Morford](#) – Iowa Bicycle Coalition
- [Leslie Berkes](#) – Trees Forever
- [Adam Fendrick](#) – Polk County
- [Keri VanZante](#) – Jasper County
- [Jeremy Lewis](#) – Street Collective

[Click here for a copy of the review committee's scoring summary.](#)

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

RECOMMENDATION:

The review team recommends that the CIRTPA Committees approve the following funding recommendation:

Community	Funding Award Recommendation	Federal Fiscal Year
Story County	\$250,000	2025

STAFF CONTACT:

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 Sreyoshi Chakraborty, schakraborty@dmampo.org;
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May 2021
Item No. 12

ISSUE: Draft FFY 2022-2025 Transportation Improvement Program Project List and Funding Requests

REPORT: Report on the draft FFY 2022-2025 TIP Project List and Funding Requests.

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) 2021, 2022, 2023, 2024, and/or 2025. Staff generated a project list for the FFY 2022-2025 TIP using responses from each member government. All new requested uses of STBG funding requires an application to the CIRTPA Policy Committee for review and approval.

Staff will submit the FFY 2022-2025 TIP draft to the Iowa Department of Transportation (DOT) and Federal Highway Administration for review and comment on June 15, 2021. Staff will incorporate comments received into the final draft. The final FFY 2022-2025 TIP is due to the Iowa DOT by July 15, 2021.

The FFY 2022-2025 TIP Project List and Funding Requests will be made available prior to the meeting.

Staff requests that CIRTPA member governments review the project list and provide comments/updates by June 1, 2021.

RECOMMENDATION:

None. Report and discussion only.

STAFF CONTACT:

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

May 2021
Item No. 13

ISSUE: Community STBG Account Update

REPORT: Report on communities' current STBG account balances.

BACKGROUND:

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
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