

## MEETING MINUTES

CENTRAL IOWA REGIONAL TRANSPORTATION PLANNING ALLIANCE (CIRTPA)  
TRANSPORTATION POLICY COMMITTEE (TPC)  
AND  
TRANSPORTATION TECHNICAL COMMITTEE (TTC)  
JOINT VIRTUAL MEETING  
MAY 17, 2023

### **CIRTPA TTC Members Present:**

Jonathan Bullock | Boone County  
Al Miller | Dallas County  
Andy Case | Dallas County  
Michael Frietsch | Jasper County  
Mike Hackett | Madison County  
Tyler Christian | Marion County  
Bret VandeLune | Polk County  
Linda Murkens | Story County  
Kip Overton | City of Adel  
Brian Dunkelberger | City of Newton  
Josh Wuebker | City of Perry  
Mark Jackson | Story City  
Julia Castillo | HIRTA  
Andy Loonan | IDOT\*

### **CIRTPA TTC Members Absent:**

David Carroll | Warren County  
John Rouse | City of Boone  
Jeff Peterson | City of Huxley  
Akhilesh Pal | City of Indianola  
Heather Ussery | City of Knoxville  
Larry Stevens | City of Nevada  
Denny Buyert | City of Pella  
Robert Hendricks | City of Winterset  
Kyle Thompson | Ames  
Darla Hugaboom | FHA  
Luis Montoya | DART\*

### **Others Present:**

### **CIRTPA TPC Members Present:**

Bill Zinnel | Boone County  
Michael Frietsch | Jasper County  
Mike Hackett | Madison County  
Steve McCombs | Marion County  
Bret VandeLune | Polk County  
Darron Moon | Story County  
David Carroll | Warren County  
Kip Overton | City of Adel  
Steve Richardson | City of Indianola  
Brian Dunkelberger | City of Newton  
Denny Buyert | City of Pella  
Josh Wuebker | City of Perry  
Matthew Ferrier | City of Perry  
Mark Jackson | Story City  
Drew Bardon | City of Winterset  
Julia Castillo | HIRTA  
Andy Loonan | IDOT\*

### **CIRTPA TPC Members Absent:**

Brad Golightly | Dallas County  
John Rouse | City of Boone  
Jeff Peterson | City of Huxley  
Heather Ussery | City of Knoxville  
Larry Stevens | City of Nevada  
Kyle Thompson | Ames  
Darla Hugaboom | FHA  
Luis Montoya | DART

### **Staff Present:**

Dylan Mullenix | MPO Interim Executive Director  
Andrew Collings | Principal Planner  
Tracey Deckard | Office Manager

#### **1. Call to Order**

The CIRTPA TPC and the CIRTPA TTC May 17, 2023, Joint Committee Meeting was called to order at 9:31 a.m. A quorum was present for the CIRTPA TPC and CIRTPA TTC.

#### **2. Approval of the Agenda**

**MOTION:** A motion was made and seconded by TPC and TTC to approve the joint CIRTPA meeting agenda.

**MOTION CARRIED UNANIMOUSLY**

#### **3. Approval of Meeting Minutes**

**MOTION:** A motion was made and seconded by TTC and TPC to approve the March 27, 2023, minutes meeting minutes.

**MOTIONS CARRIED UNANIMOUSLY**

- 4. Discussion: Opportunity for Regional Transportation Issues to be Discussed and Public Input**  
None.
- 5. Approval of Financial Report**  
Staff presented. Recommend approval of the Financial Report.  
**MOTION:** A motion was made and seconded to approve the Financial Report.  
**MOTION CARRIED UNANIMOUSLY**
- 6. 2023 dTIMS Annual Maintenance Invoice**  
Staff presented. Recommend approval of payment of the dTIMS Annual Maintenance Invoice.  
**MOTION:** A motion was made and seconded by TTC and TPC to approve payment of the dTIMS Invoice.  
**MOTION CARRIED UNANIMOUSLY**
- 7. Des Moines Area MPO Invoice to CIRTPA for the 3<sup>rd</sup> Quarter of FY 2023**  
Staff presented. Recommend approval of payment to the MPO for the 3<sup>rd</sup> Quarter of FY 2023 Invoice.  
**MOTION:** A motion was made and seconded by TTC and TPC to approve payment of the 3<sup>rd</sup> Quarter Invoice.  
**MOTION CARRIED UNANIMOUSLY**
- 8. Fiscal Year 2024 Unified Planning Work Program and Budget Development**  
Staff presented. Recommend approval of the FY 2024 Unified Planning Work Program and Budget  
**MOTION:** A motion was made and seconded to approve the FY 2024 Unified Planning Work Program and Budget.  
**MOTION CARRIED UNANIMOUSLY**
- 9. FFY 2023-20267 Passenger Transportation Plan Final Draft.**  
Staff presented. Recommend approval of the FFY 2023-2027 Passenger Transportation Plan Final Draft.  
**MOTION:** A motion was made and seconded by TTC and TPC to approve the FFY 2023-2027 Passenger Transportation Plan Final Draft.  
**MOTION CARRIED UNANIMOUSLY**
- 10. Federal Fiscal Year 2023-2026 Transportation Improvement Program (TIP) Amendment Requests**  
Staff presented. Recommend approval of the proposed amendment to the FFY 2023-2026 TIP from the City of Adel.  
**MOTION:** A motion was made and seconded by TTC and TPC to approve the FFY 2023-2026 TIP from the City of Adel  
**MOTION CARRIED UNANIMOUSLY**
- 11. SS4A Grant Award Update and RFP Selection Committee**  
Staff presented. Report on the SS4A grant award to MPO/CIRTPA. Recommend approval for an RFP Selection Committee. Volunteers include Josh Wuebker, City of Perry, Bret VandeLune, Polk County, Kip Overton, City of Adel. Staff/Chair will appoint 2 others for the committee. Also recommend approval for an additional Joint CIRTPA meeting in June due to the grant deadlines.  
**MOTION:** A motion was made and seconded by TTC and TPC to approve the RFP Selection Committee and scheduling an additional Joint CIRTPA meeting in June.  
**MOTION CARRIED UNANIMOUSLY**

**12. Charging and Fueling Infrastructure Discretionary Grant Program**

Staff presented. Report on the regional applications for electric vehicle charging stations. Recommend moving forward with individual jurisdictions applying for funding through the Des Moines Area MPO.

**MOTION:** A motion was made and seconded by TTC and TPC to approve the individual jurisdictions applying for funding through the Des Moines MPO.

**MOTION CARRIED UNANIMOUSLY**

**13. Transportation Grant Opportunities Update**

Staff presented. Report on various transportation grant funding opportunities available to CIRTPA communities. Report and discussion only.

**14. Draft FFY 2024-2025 Transportation Improvement Program Project List and Funding Requests.**

Report on the draft FFY 2024-2027 TIP Project List and Funding Requests. Member governments were requested to review the project list and provide comments/updates by June 1, 2023.

Report and discussion only.

**15. Des Moines Area MPO Update**

Staff presented. Advised of nonrenewal of Executive Director's contract. Dylan Mullenix has been appointed as Interim Executive Director. Report only.

**16. Community STBG Account Update**

Staff presented. Report on communities' current STBG account balances. Report only.

**17. Next Meeting Date**

Next Joint CIRTPA Meeting is scheduled for Thursday, July 20, 2023, at 9:30 a.m.

**18. Adjournment**

The meeting was adjourned at 10:27 a.m.