

## MEETING MINUTES

CENTRAL IOWA REGIONAL TRANSPORTATION PLANNING ALLIANCE (CIRTPA)  
TRANSPORTATION POLICY COMMITTEE (TPC)  
AND  
TRANSPORTATION TECHNICAL COMMITTEE (TTC)  
JOINT VIRTUAL MEETING  
JULY 20, 2023

### CIRTPA TTC Members Present:

Jonathan Bullock | Boone County  
Al Miller | Dallas County  
Michael Frietsch | Jasper County  
Mike Hackett | Madison County  
Tyler Christian | Marion County  
Bret VandeLune | Polk County  
Linda Murkens | Story County  
Tim Hill | Warren County  
Kip Overton | City of Adel  
Heather Ussery | City of Knoxville  
Larry Stevens | City of Nevada  
Josh Wuebker | City of Perry  
Mark Jackson | Story City  
Drew Barden | City of Winterset  
Julia Castillo | HIRTA  
Andy Loonan | IDOT\*  
Zac Bitting | IDOT\*

### CIRTPA TTC Members Absent:

John Rouse | City of Boone  
Jeff Peterson | City of Huxley  
Akhilesh Pal | City of Indianola  
Brian Dunkelberger | City of Newton  
Denny Buyert | City of Pella  
Kyle Thompson | Ames  
Darla Hugaboom | FHA  
Luis Montoya | DART\*

### Others Present:

### CIRTPA TPC Members Present:

Bill Zinnel | Boone County  
Michael Frietsch | Jasper County  
Tyler Christian | Marion County  
Mike Hackett | Madison County  
Bret VandeLune | Polk County  
Darron Moon | Story County  
Mark Snell | Warren County  
Anthony Brown | City of Adel  
Steve Richardson | City of Indianola  
Heather Ussery | City of Knoxville  
Larry Stevens | City of Nevada  
Josh Wuebker | City of Perry  
Mark Jackson | Story City  
Julia Castillo | HIRTA  
Andy Loonan | IDOT\*  
Zac Bitting | IDOT\*

### CIRTPA TPC Members Absent:

Brad Golightly | Dallas County  
John Rouse | City of Boone  
Jeff Peterson | City of Huxley  
Brian Dunkelberger | City of Newton  
Denny Buyert | City of Pella  
Drew Bardon | City of Winterset  
Kyle Thompson | Ames  
Darla Hugaboom | FHA  
Luis Montoya | DART

### Staff Present:

Andrew Collings | Principal Planner  
Zach Young | Planning Manager  
Tracey Deckard | Office Manager

#### 1. Call to Order

The CIRTPA TPC and the CIRTPA TTC July 20, 2023, Joint Committee Meeting was called to order at 9:34 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 TPC and TTC to approve the meeting minutes with requested revision.

**MOTION CARRIED UNANIMOUSLY**

4. **Regional Transportation Issues to be Discussed and Public Input**  
None.
5. **Approve Financial Statements**  
Staff presented. Recommend approval of the financial statements.  
**MOTION:** A motion was made and seconded by TPC and TTC to approve the Financial Statements.  
**MOTION CARRIED UNANIMOUSLY**
6. **Des Moines Area MPO Invoice to CIRTPA for the 4th Quarter of FY 2023**  
Staff presented. Recommend approval of payment to the MPO for the 4<sup>th</sup> Quarter of FY 2023 Invoice.  
**MOTION:** A motion was made and seconded by TTC and TPC to approve payment of the 4th Quarter Invoice.  
**MOTION CARRIED UNANIMOUSLY**
7. **New STBG Funding Requests**  
Staff presented. Recommend approval of the new STBG funding requests.  
**MOTION:** A motion was made and seconded by TTC and TPC to approve the new STBG funding.  
**MOTION CARRIED UNANIMOUSLY**
8. **Final FFY 2024-2027 Transportation Improvement Program**  
Staff presented. Recommend approval of the FFY 2024-2027 Transportation Improvement Program.  
**MOTION:** A motion was made and seconded by TTC and TPC to approve the FFY 2024-2027 Transportation Improvement Program.  
**MOTION CARRIED UNANIMOUSLY**
9. **FFY 2023-2026 Transportation Improvement Program Amendment Requests**  
Staff presented. Recommend approval of the FFY 2023-2026 Transportation Improvement Program amendment from Jasper County.  
**MOTION:** A motion was made and seconded by TTC and TPC to approve the FFY 2023-2026 Transportation Improvement Program Amendment Request from Jasper County.  
**MOTION CARRIED UNANIMOUSLY**
10. **SS4A Safety Plan Selection Committee Consultant Interviews**  
Staff presented. Selection Committee and staff recommend entering contract negotiations with Felsburg, Holt & Ullevig (FHU)  
**MOTION:** A motion was made and seconded by TTC and TPC to enter into contract negotiations with FHU.  
**MOTION CARRIED UNANIMOUSLY**
11. **Iowa DOT RPA Planning Funding Alternative**  
Staff presented. Discussion ensued. Recommend to the Iowa DOT to keep the RPA Planning Funds formula the same.  
**MOTION:** A motion was made and seconded by TTC and TPC to approve recommendation to the Iowa DOT to keep the RPA Planning Funds formula the same.  
**MOTION CARRIED UNANIMOUSLY**
12. **Discretionary Grant Program Planning Application**  
Staff presented. Recommend staff apply for the PROTECT grant program, a no-match planning grant for CIRTPA.

**MOTION:** A motion was made and seconded by TTC and TPC to approve the CIRTPA staff to apply for the PROTECT grant Program.

**MOTION CARRIED UNANIMOUSLY**

**13. MPO/CIRTPA Planning Services Agreement**

Staff presented. Report on an update to the agreement between the MPO and CIRTPA to reflect recommendations made by the US Department of Transportation following the MPO's quadrennial federal review. Recommend updating the reference of the current federal transportation bill from the FAST Act to the Infrastructure Investment and Jobs Act.

**MOTION:** A motion was made and seconded by TTC and TPC to approve the reference of the current federal transportation bill from the FAST Act to the Infrastructure Investment and Jobs Act.

**MOTION CARRIED UNANIMOUSLY**

**14. CIRTPA Staffing and Administration Options**

Staff presented. Report on the current and future CIRTPA staffing and administrative services options. Recommend forming a review committee to study available options. Report and discussion only.

**15. Adjournment**

The meeting was adjourned at 10:26 a.m.