



Anthony Brown, City of Adel
Transportation Policy Committee Chair

Tyler Christian, Marion County
Transportation Technical Committee Chair

420 Watson Powell Jr. Parkway, Suite 200
Des Moines, Iowa 50309
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NOTICE OF MEETING

**Central Iowa Regional Transportation Planning Alliance
Transportation Policy and Technical Committees**

9:30 a.m., September 21, 2023

Hybrid Meeting

420 Watson Powell Jr Way, Suite 200, Des Moines, IA 50309

1. **Call to Order**
2. **VOTE: Approval of Agenda**
3. **VOTE: Approval of Meeting Minutes**..... Page 3
 - Approve the July 20, 2023 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. **PRESENTATION: US EPA Climate Pollution Reduction Grant Program** Page 5
 - Presentation from Polk County Public Works staff on the US EPA Climate Pollution Reduction Grant program recently awarded to Polk County on behalf of the Des Moines MSA region.
6. **CONSENT and VOTE: Approve Financial Statements**..... Page 6
 - Report on the financial statements; consider approval.
7. **REPORT and VOTE: Des Moines Area Metropolitan Planning Organization Amended Invoice to CIRTPA for the 4th Quarter of Fiscal Year 2023**..... Page 7
 - Report on the MPO’s corrective invoice to CIRTPA for the 4th Quarter of FY 2023; consider approval.
8. **REPORT and OPTIONAL VOTE: Federal Fiscal Year 2024-2027 Transportation Improvement Program Revision Requests** Page 8
 - Report on the requests to amend projects in the FFY 2024-2027 TIP; consider approval.
9. **REPORT and OPTIONAL VOTE: Project Reimbursement Agreement with the Des Moines Area MPO Regarding the US DOT SS4A Grant Agreement**..... Page 10
 - Report on the proposed agreement with the MPO to identify roles and responsibilities regarding the SS4A Grant Agreement; consider approval.
10. **REPORT and OPTIONAL VOTE: Contract with Felsburg Holt & Ullevig (FHU) for Professional Services to Complete the Safe Streets for All (SS4A) Safety Action Plan** Page 11
 - Report of the proposed contract with FHU to complete the SS4A Safety Action Plan; consider approval.

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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.

11. **Other Non-Action Items of Interest to the Committee**
12. **Next Meeting Date**
 - Approval of the next meeting date for 9:30 a.m., Thursday November 16, 2023, hybrid meeting.
13. **Adjournment**

Virtual login information is available on the following page.

Join Zoom Meeting

<https://us02web.zoom.us/j/81907983009>

Meeting ID: 819 0798 3009

One tap mobile

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September 2023
Item No. 3

ISSUE: Approval of Meeting Minutes

VOTE: Approve the minutes of the July 20, 2023 Joint Committee Meeting Committee meeting.

BACKGROUND:

[Click here for a copy of the July 20, 2023 meeting minutes.](#)

RECOMMENDATION:

Approve the minutes of the July 20, 2023 CIRTPA Joint Committee meeting.

STAFF CONTACTS:

Andrew Collings, acollings@dmampo.org; and
Tracey Deckard, tdeckard@dmampo.org;
(515) 334-0075.

September 2023
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.

September 2023
Item No. 5

PRESENTATION: US EPA Climate Pollution Reduction Grant Program

PRESENTATION: Polk County Public Works staff will present on the US EPA Climate Pollution Reduction Grant program recently awarded to Polk County on behalf of the Des Moines MSA region.

BACKGROUND:

The [EPA Climate Pollution Reduction Grants \(CPRG\) program](#) will provide grants to states, local governments, tribes, and territories to aid the development and implementation of plans for reducing greenhouse gas emissions and other harmful air pollution. Section 60114 of the Inflation Reduction Act provides an investment of \$5 billion to support efforts by states, municipalities, air pollution control agencies, tribes, and groups thereof to develop and implement robust and local greenhouse gas reduction strategies. This two-staged grant program provides funding of \$250 million for non-competitive planning grants and \$6 billion for competitive implementation grants.

The CPRG program is designed to provide flexible support to states, local governments, tribes, and territories regardless of where they are in their climate planning and implementation process. Planning funds can be used to update existing climate, energy, or sustainability plans, or to develop new plans.

Under the cooperative agreements addressed by this guidance, funding recipients will need to produce and submit three key deliverables (in addition to meeting standard grant reporting requirements) over the course of the four-year program period running to 2027:

- A Priority Climate Action Plan (PCAP), due in early 2024;
- A Comprehensive Climate Action Plan (CCAP), due 2 years from the date of the award;
- A Status Report, due at the close of the 4-year grant period.

Phase II Implementation grants will be awarded through a competitive process to implement measures contained in plans developed with planning grants. Entities included in, or covered by, such plans will be eligible to apply for implementation funding. EPA anticipates that entities with existing climate plans could use planning money to update or expand their existing plans in preparation for the future implementation grants competition.

RECOMMENDATION:

None. Presentation and discussion only.

STAFF CONTACTS:

Andrew Collings, acollings@dmampo.org; (515) 334-0075, and;
Allison van Pelt, allison.vanpelt@polkcountyiowa.gov; 515-954-8199.

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September 2023
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.

[Click here for a copy of the CIRTPA Financial Statements.](#)

RECOMMENDATION:

Approve the Financial Statements.

STAFF CONTACTS:

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

September 2023
Item No. 7

REPORT and VOTE: Des Moines Area Metropolitan Planning Organization Amended Invoice to CIRTPA for the 4th Quarter of Fiscal Year 2023

REPORT AND VOTE: Report and approval of the Des Moines Area Metropolitan Planning Organization (MPO) Amended Invoice to CIRTPA for Fiscal Year 2023

BACKGROUND:

The 4th Quarter Invoice from the MPO to CIRTPA at the July meeting had the dTIMS license purchase as part of the CIRTPA – Planning Support line item that should not have been included. The amended invoice has been adjusted to remove this cost.

[Click here for a copy of the original MPO 4th Quarter Fiscal Year 2023 Invoice.](#)

[Click here for a copy of the amended MPO 4th Quarter Fiscal year 2023 Invoice.](#)

[Click here for a copy of the Reimbursement Request submitted to the Iowa DOT.](#)

RECOMMENDATION:

Approve the amended payment to the Des Moines Area Metropolitan Planning Organization for the 4th Quarter of Fiscal Year 2023 billing period, April 1, 2023, through June 30, 2023.

STAFF CONTACTS:

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

September 2023
Item No. 8

ISSUE: Federal Fiscal Year 2024-2027 Transportation Improvement Program Amendment Requests

REPORT AND OPTIONAL VOTE: Consider approval of the requests to the *Federal Fiscal Years 2024-2027 Transportation Improvement Program*.

BACKGROUND:

Dallas County, Story County, and the City of Adel have requested the following revisions to the *Federal Fiscal Year 2024-2027 Transportation Improvement Program (FFY 2024-2027 TIP)*:

Sponsor: Dallas County

Project: RRVT Bridge Improvements Phase 3 - Bridge D

Federal Aid Amount: \$250,000

Federal Aid Type: TAP

Total Cost: \$462,500

TIP Projects Modifications: None necessary

Change: Bridge Rehabilitation on RRVT Between S 5th St to 0.2 mi. East S 5th St.”.

Sponsor: Story County

Project: HOINT: From the South Skunk River Scenic Bridge to County Road 610th Avenue

Federal Aid Amount: \$250,000

Federal Aid Type: TAP

Total Cost: \$674,000

TIP Projects Modifications: None necessary

Change: Update project description to “Heart of Iowa Nature Trail: From South Skunk River to 610th Ave” and update the project location map.

Sponsor: Story County

Project: HOINT: From 610th Ave to 620th Ave

Federal Aid Amount: \$200,000

Federal Aid Type: TAP

Total Cost: \$514,000

TIP Projects Modifications: None necessary

Change: Update project description to “Heart of Iowa Nature Trail: From 610th Ave to 620th Ave”.

Sponsor: City of Adel

Project: In the city of Adel, a PCC rec. trail along Penoach Street, S. 12th Street, and south of Lynne Drive

Federal Aid Amount: \$305,000

Federal Aid Type: TAP

Total Cost: \$519,000

TIP Projects Modifications: None necessary

Change: Update the project location map and add project to FFY 2024.

RECOMMENDATION:

Approve proposed amendments to the FFY 2024-2027 TIP.

STAFF CONTACT:

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

September 2023
Item No. 9

ISSUE: Project Reimbursement Agreement with the Des Moines Area MPO Regarding the US DOT SS4A Grant Agreement

REPORT AND OPTIONAL VOTE: Report and approval of the proposed agreement with the MPO to identify roles and responsibilities regarding the SS4A Grant Agreement; consider approval.

BACKGROUND:

Earlier this year, CIRTPA applied for \$200,000 from FHWA to complete a Safety Action Plan for the cities within the CIRTPA Planning Area. After submittal, FHWA asked that the MPO and CIRTPA applications be combined into a joint application for administrative purposes.

The draft SS4A Grant Agreement has been developed by FHWA and approved by the MPO Board.

[Click here for a copy of the SS4A Grant Agreement.](#)

Currently the MPO is listed as the grantee with CIRTPA being a subrecipient. Further communication with FHWA has clarified that CIRTPA is being seen as a partner on the overall project and will therefore need to work through the MPO to draw funding and complete the project. Therefore, a Project Reimbursement Agreement is needed to clarify the process for project completion, grant drawdowns, and project closeout.

A copy of the Project Reimbursement Agreement will be made available prior to the meeting.

RECOMMENDATION:

Approve the proposed Project Reimbursement Agreement with the Des Moines Area MPO.

STAFF CONTACT:

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

September 2023
Item No. 10

ISSUE Contract with Felsburg Holt & Ullevig (FHU) for Professional Services to Complete the Safe Streets for All (SS4A) Safety Action Plan

REPORT AND OPTIONAL VOTE: Report and approval of the proposed contract with FHU to complete the SS4A Safety Action Plan.

BACKGROUND:

CIRTPA staff has spent the last few months working with FHU to draft a proposed contract for professional services to complete the SS4A Safety Action Plan for CIRTPA cities. Since the original response to the RFP, FHU has adjusted its fee schedule to reflect current staffing costs, however the total project cost is still below the budgeted \$250k as the project budget was updated to accommodate the changes.

[Click here for a copy of the proposed professional agreement with FHU.](#)

Work cannot be reimbursed until the final grant agreement between the MPO and FHWA is completed, therefore staff proposes that the start date for the FHU contract begin with the approval of the final grant agreement.

RECOMMENDATION:

Approve the proposed agreement with FHU contingent upon beginning when the final grant agreement is executed.

STAFF CONTACT:

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