

**MEETING MINUTES**  
**CENTRAL IOWA REGIONAL TRANSPORTATION PLANNING ALLIANCE (CIRTPA)**  
**TRANSPORTATION POLICY COMMITTEE (TPC)**  
**AND**  
**TRANSPORTATION TECHNICAL COMMITTEE (TTC)**  
**JOINT VIRTUAL MEETING**  
**SEPTEMBER 21, 2023**

**CIRTPA TTC Members Present:**

Al Miller | Dallas County  
Michael Frietsch | Jasper County  
Tyler Christian | Marion County  
Bret VandeLune | Polk County  
Darren Moon | Story County  
Tim Hill | Warren County  
Kip Overton | City of Adel  
Waylon Andrews | City of Boone  
Jeff Peterson | City of Huxley  
Akhilesh Pal | City of Indianola  
Brian Dunkelberger | City of Newton  
Larry Stevens | City of Nevada  
Josh Wuebker | City of Perry  
Julia Castillo | HIRTA  
Sam Hiscocks | IDOT\*

**CIRTPA TTC Members Absent:**

Jonathan Bullock | Boone County  
Mike Hackett | Madison County  
Heather Ussery | City of Knoxville  
Denny Buyert | City of Pella  
Mark Jackson | Story City  
Ryan Flaherty | City of Winterset  
Kyle Thompson | Ames  
Darla Hugaboom | FHA  
Luis Montoya | DART\*

**Others Present:**

Allison van Pelt | Polk County Public Works  
Brittany Sandquist | Polk County Public Works

**CIRTPA TPC Members Present:**

Bill Zinnel | Boone County  
Brad Golightly | Dallas County  
Michael Frietsch | Jasper County  
Tyler Christian | Marion County  
Aaron Putnam | Polk County  
Linda Murken | Story County  
Tim Hill | Warren County  
Kip Overton | City of Adel  
Waylon Andrews | City of Boone  
Jeff Peterson | City of Huxley  
Larry Stevens | City of Nevada  
Brian Dunkelberger | City of Newton  
Josh Wuebker | City of Perry  
Julia Castillo | HIRTA  
Sam Hiscocks | IDOT\*

**CIRTPA TPC Members Absent:**

Mike Hackett | Madison County  
Steve Richardson | City of Indianola  
Heather Ussery | City of Knoxville  
Denny Buyert | City of Pella  
Mark Jackson | Story City  
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 September 21, 2023, Joint Committee Meeting was called to order at 9:33 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. PRESENTATION: US EPA Climate Pollution Reduction Grant Program**

Allison van Pelt, Polk County Public Works presented.

**6. 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**

**7. Des Moines Area MPO Corrected 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 Corrected Invoice.

**MOTION:** A motion was made and seconded by TTC and TPC to approve payment of the 4th Quarter Corrected Invoice.

**MOTION CARRIED UNANIMOUSLY**

**8. FFY 2024-2027 Transportation Improvement Program Revision Requests**

Staff presented. Recommend approval of the FFY 2024-2027 Transportation Improvement Program revision requests from Dallas County, Story County and the City of Adel.

**MOTION:** A motion was made and seconded by TTC and TPC to approve the FFY 2024-2027 Transportation Improvement Program revision requests.

**MOTION CARRIED UNANIMOUSLY**

**9. Project Reimbursement Agreement with the Des Moines Area MPO Regarding the USDOT SS4A Safety Plan Grant Agreement**

Staff presented. Recommend approval of the proposed Project Reimbursement Agreement with the Des Moines Area MPO.

**MOTION:** A motion was made and seconded by TTC and TPC to approve the Project Reimbursement Agreement with the MPO regarding the SS4A Safety Plan Grant Agreement.

**MOTION CARRIED UNANIMOUSLY**

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

Staff presented. Recommend approval of the contract with FHU for Professional Services to Complete the Safe Streets for All (SS4A) Safety Action Plan.

**MOTION:** A motion was made and seconded by TTC and TPC to approve the contract with FHU for Professional Services to Complete the Safe Streets for All (SS4A) Safety Action Plan.

**MOTION CARRIED UNANIMOUSLY**

**11. Other Non-Action Items**

Discussion regarding an Administrative Committee meeting scheduled for October 4, 2023, at 2:00 p.m.

**12. Next Meeting Date**

The next meeting will be held on Thursday, November 16, 2023.

**13. Adjournment**

The meeting was adjourned at 10:07 a.m.