

## MEETING MINUTES

**CENTRAL IOWA REGIONAL TRANSPORTATION PLANNING ALLIANCE (CIRTPA)  
TRANSPORTATION POLICY COMMITTEE (TPC)  
AND  
TRANSPORTATION TECHNICAL COMMITTEE (TTC)  
JOINT VIRTUAL MEETING  
MARCH 21, 2024**

**CIRTPA TTC Members Present:**

Jonathan Bullock | Boone County  
Al Miller | Dallas County  
Michael Frietsch | Jasper County  
Mike Hackett | Madison County  
Tyler Christian | Marion County  
Darren Moon | Story County  
Tim Hill | Warren County  
Kip Overton | City of Adel  
Waylon Andrews | City of Boone  
Jeff Petersen | City of Huxley  
Akhilesh Pal | City of Indianola  
Brandon Mickelson | City of Nevada  
Denny Buyert | City of Pella  
Darren Moon | Story County  
Julia Castillo | HIRTA  
Kyle Thompson | Ames  
Travis Halm | IDOT\*

**CIRTPA TTC Members Absent:**

Aaron Putnam | Polk County  
Heather Ussery | City of Knoxville  
Joe Grife | City of Newton  
Josh Wuebker | City of Perry  
Mark Jackson | Story City  
Ryan Flaherty | City of Winterset  
Darla Hugaboom | FHA

**CIRTPA TPC Members Present:**

Bill Zinnel | Boone County  
Brad Golightly | Dallas County  
Michael Frietsch | Jasper County  
Mike Hackett | Madison County

Tyler Christian | Marion County  
Linda Murken | Story County  
Mark Snell | Warren County  
Kip Overton | City of Adel  
Waylon Andrews | City of Boone  
Dave Haugland | City of Huxley  
Larry Stevens | City of Nevada  
Brian Dunkelberber | City of Newton  
Denny Buyert | City of Pella  
Josh Wuebker | City of Perry  
Julia Castillo | HIRTA  
Kyle Thompson | Ames  
Travis Halm | IDOT\*

**CIRTPA TPC Members Absent:**

Aaron Putnam | Polk County  
Steve Richardson | City of Indianola  
Heather Ussery | City of Knoxville  
Mark Jackson | Story City  
Drew Bardon | City of Winterset  
Darla Hugaboom | FHA  
Luis Montoya | DART

**Others Present:**

Jordan Cook | City of Nevada  
Ryan Hutton | City of Nevada

**Staff Present:**

Andrew Collings | Principal Planner  
Dylan Mullenix | Interim Executive Director- MPO

**1. Call to Order**

The CIRTPA TPC and the CIRTPA TTC March 21, 2024, 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 TTC and TPC to approve the joint CIRTPA meeting agenda.

**MOTION CARRIED UNANIMOUSLY**

**3. Approval of Meeting Minutes**

**MOTION:** A motion was made and seconded by TTC (Snell/Stevens) and TPC (Overton/Andrews) to approve the February meeting minutes.

**MOTION CARRIED UNANIMOUSLY**

4. **Regional Transportation Issues to be Discussed and Public Input**  
None.
5. **CIRTPA FFY 2025 Unified Planning Work Program Draft**  
Staff presented. Recommend approval of the FFY 2025 Unified Planning Work Program Draft.  
**MOTION:** A motion was made and seconded by TTC(Golightly/Buyert) and TPC (Moon/Overton) to approve the Draft FFY 2025 Unified Planning Work Program Draft.  
**MOTION CARRIED UNANIMOUSLY**
6. **CIRTPA FFY 2024 Unified Planning Work Program Amendment**  
Staff presented. Report on the proposed FFY 2024 Unified Planning Work Program Amendment. Consider approval.  
**MOTION:** A motion was made and seconded by TTC (Snell/Buyert) and TPC (Moon/Overton) to approve the proposed FFY 2024 Unified Planning Work Program Amendment.  
**MOTION CARRIED UNANIMOUSLY**
7. **Approve the Fiscal Year 2023 Audit Report**  
Staff presented. Recommend approval of the FY 2023 Audit Report.  
**MOTION:** A motion was made and seconded by TTC (Golightly/Buyert) and TPC (Moon/Golightly) to approve the FY 2023 Audit Report.  
**MOTION CARRIED UNANIMOUSLY**
8. **FFY 2024-2027 Transportation Improvement Program Amendment Requests**  
Staff presented. Recommend approval of the amendment requests from the City of Maxwell to the FFY 2024-2027 Transportation Improvement Program.  
**MOTION:** A motion was made and seconded by TTC (Snell/Haugland) and TPC Peterson/Christian) to approve the TIP amendment request from the City of Maxwell.  
**MOTION CARRIED UNANIMOUSLY**
9. **Equipment and Software Passthrough**  
Staff presented. Request approval on the purchase of equipment and software as a passthrough for MIPA.  
**MOTION:** A motion was made and seconded by TTC (Snell/Buyert) and TPC (Andrews/Overton) to approve the equipment and software passthrough for MIPA.  
**MOTION CARRIED UNANIMOUSLY**
10. **CIRTPA TAP and Small Communities Fund Application Process Update**  
Staff presented. Report on submitted Federal Fiscal Year 2028 Transportation Alternative Program and FFY 2025 Small Communities und Projects.  
Report and discussion only.
11. **Other Non-Action Items**  
Staff provided an update on the status of the move of CIRTPA and MIPA to a new office. Advised of upcoming email changes for staff. The Chair thanked Dylan Mullenix and MPO Staff for hosting CIRTPA for many years.
12. **Next Meeting Date**  
The next meeting will be held on Thursday, May 16. 2024.
13. **Adjournment**  
The meeting was adjourned at 10:00 a.m.