

## MEETING MINUTES

**CENTRAL IOWA REGIONAL TRANSPORTATION PLANNING ALLIANCE (CIRTPA)  
TRANSPORTATION POLICY COMMITTEE (TPC)  
AND  
TRANSPORTATION TECHNICAL COMMITTEE (TTC)  
JOINT VIRTUAL MEETING  
FEBRUARY 28, 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  
Aaron Putnam | Polk County  
Mark Snell | Warren County  
Kip Overton | City of Adel  
Waylon Andrews | City of Boone  
Jeff Petersen | City of Huxley  
Brandon Mickelson | City of Nevada  
Denny Buyert | City of Pella  
Mark Jackson | Story City  
Darren Moon | Story County  
Drew Barden | City of Winterset  
Julia Castillo | HIRTA  
Travis Halm | IDOT\*

**CIRTPA TTC Members Absent:**

Akhilesh Pal | City of Indianola  
Heather Ussery | City of Knoxville  
Joe Grife | City of Newton  
Josh Wuebker | City of Perry  
Kyle Thompson | Ames  
Darla Hugaboom | FHA

**CIRTPA TPC Members Present:**

Bill Zinnel | Boone County  
Mike Hackett | Madison County  
Michael Frietsch | Jasper County  
Tyler Christian | Marion County

Aaron Putnam | Polk County  
Linda Murken | Story County  
Mark Snell | Warren County  
Kip Overton | City of Adel  
Waylon Andrews | City of Boone  
Jeff Petersen | City of Huxley  
Larry Stevens | City of Nevada  
Denny Buyert | City of Pella  
Mark Jackson | Story City  
Drew Bardon | City of Winterset  
Julia Castillo | HIRTA  
Travis Halm | IDOT\*

**CIRTPA TPC Members Absent:**

Mark Hanson | Dallas County  
Steve Richardson | City of Indianola  
Heather Ussery | City of Knoxville  
Joe Grife | City of Newton  
Josh Wuebker | City of Perry  
Kyle Thompson | Ames  
Darla Hugaboom | FHA  
Luis Montoya | DART

**Others Present:**

**Staff Present:**

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

**1. Call to Order**

The CIRTPA TPC and the CIRTPA TTC February 28, 2024, Joint Committee Meeting was called to order at 11:02 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 meeting minutes.

**MOTION CARRIED UNANIMOUSLY**

**4. Regional Transportation Issues to be Discussed and Public Input**

None.

**5. Invoices from FHU for the Safe Streets for All Safety action Plan Development**

Staff presented. Report on FHU's invoices to CIRTPA for work completed on the SS4A plan.

Recommend approval for payment.

**MOTION:** A motion was made and seconded by TTC(Snell/Buyert) and TPC (Peterson/Overton) to approve invoices for payment.

**MOTION CARRIED UNANIMOUSLY**

**6. Planning Area Boundary Adjustments for the Ames Area MPO and Des Moines Area MPO**

Staff presented. Report on the proposed changes to the Ames Area MPO and Des Moines Area MPO Planning Areas. Consider approval.

**MOTION:** A motion was made and seconded by TTC (Snell/Stevens) and TPC (Christian/Moon) to approve the proposed changes to the Ames Area MPO and Des Moines Area MPO Planning Areas.

**MOTION CARRIED UNANIMOUSLY**

**7. Planning Services and Administration Agreement with MIPA**

Staff presented. Recommend approval of the contract with MIPA for planning services.

**MOTION:** A motion was made and seconded by TTC (Murken/Snell) and TPC (Zinnel/Buyert) to approve the contract with MIPA for planning services.

**MOTION CARRIED UNANIMOUSLY**

**8. Federal Fiscal Year 2024-2027 Transportation Improvement Program Revision Requests**

Staff presented. Recommend approval of the amendment requests from HIRTA and the City of Runnells to the FFY 2024-2027 Transportation Improvement Program.

**MOTION:** A motion was made and seconded by TTC (Snell/Zinnel) and TPC (Christian/Bullock) to approve the amendment requests from HIRTA and the City of Runnells to the FFY 2024-2027 Transportation Improvement Program.

**MOTION CARRIED UNANIMOUSLY**

**9. Equipment and Software Passthrough**

Staff presented. Report on the purchase of equipment and software as a passthrough for MIPA. Report and discussion only.

**10. Other Non-Action Items**

none

**11. Next Meeting Date**

The next meeting will be held on Thursday, March 21, 2024.

**12. Adjournment**

The meeting was adjourned at 11:25 a.m.