



Josh Wuebker, City of Perry
Transportation Policy Committee Chair

Matt Ferrier, City of Perry
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NOTICE OF MEETING

Central Iowa Regional Transportation Planning Alliance Transportation Policy and Technical Committees

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9:30 a.m., March 20, 2025

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 2
 - Approve the January 16, 2025 meeting minutes.
4. **DISCUSSION: Opportunity for Regional Transportation Issues to be Discussed and Public Input**..... Page 3
 - Opportunity for communities or individuals to present regional transportation issues for discussion or provide comments on items on the agenda.
5. **REPORT and VOTE: Invoices and Contracts**..... Page 4
 - Report on invoices and contracts for CIRTPA; consider approval.
6. **REPORT and VOTE: CIRTPA Federal Fiscal Years 2026 Unified Planning Work Program Draft**..... Page 5
 - Report on the draft of the *Fiscal Year 2026 Unified Planning Work Program*; consider approval.
7. **REPORT and OPTIONAL VOTE: Federal Fiscal Year 2025-2028 Transportation Improvement Program Revision Requests** Page 6
 - Report on the requests to amend projects in the FFY 2025-2028 TIP; consider approval.
8. **REPORT: SS4A Safety Action Plan Update** Page 7
 - Report on the SS4A Safety Plan and potential grant application.
9. **REPORT: CIRTPA TAP and Small Communities Fund Application Process Update** Page 8
 - Report on the CIRTPA TAP and Small Communities fund application process.
10. **Other Non-Action Items of Interest to the Committee**
11. **Next Meeting Date**
 - Approval of the next meeting date for 9:30 a.m., Thursday May 15, 2025, hybrid meeting.
12. **Adjournment**

Virtual login information is available below.

Please join my meeting from your computer, tablet or smartphone.

<https://meet.goto.com/137556989>

Meeting ID: 137556989

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Story County • Warren County • Adel • Boone • Huxley • Indianola
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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 515-304-3524.

March 2025
Item No. 3

ISSUE: Approval of Meeting Minutes

VOTE: Report on the minutes of the January 16, 2025 Joint Committee Meeting meetings; consider approval.

BACKGROUND:

[Click here for a copy of the January 16, 2025 meeting minutes](#)

RECOMMENDATION:

Approve the minutes of the January 16, 2025 CIRTPA Joint Committee meeting.

STAFF CONTACTS:

Andrew Collings, acollings@midiowaplaning.org

March 2025
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@midiowaplaning.org

March 2025
Item No. 5

ISSUE: Invoices and Contracts

REPORT AND VOTE: Report on invoices and contracts for CIRTPA.

BACKGROUND:

Invoice - FHU

FHU was hired by CIRTPA to complete an SS4A compliant Safety Action Plan for the cities of CIRTPA. CIRTPA reviews and approves invoices which are then sent to the Des Moines Area MPO who will complete the drawdown and payment process.

CIRTPA staff has received invoices #14 and #15 from FHU that covers the period from December 1, 2024 to January 30, 2025 and is for \$17,868.58 and \$37,765.69 respectively.

[Click here for a copy of invoices #14 and #15 from FHU](#)

Invoice - MIPA

The MIPA bills the CIRTPA for work conducted on the CIRTPA's behalf on a bi-monthly basis. MIPA's January and February Fiscal Year 2025 invoices cover work conducted for the period beginning January 1, 2025 through February 28, 2025. Additionally, MIPA is submitting a Corrected December 2024 invoice that should have included mileage reimbursement costs.

If approved, CIRTPA staff will proceed with reimbursing MIPA

[Click here for a copy of the January and February FY 2025 invoices](#)

[Click here for a copy of the Corrected December FY 2025 invoice](#)

Invoice - Denman

[Click here for a copy of the invoice from Denman for the FY 2024 audit](#)

RECOMMENDATION:

Approve the proposed invoices.

STAFF CONTACTS:

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March 2025
Item No. 6

ISSUE: CIRTPA *Fiscal Year 2026 Unified Planning Work Program*

REPORT AND VOTE: Consider approval of the draft *Fiscal Year 2026 Unified Planning Work Program*.

BACKGROUND:

The CIRTPA staff has developed the draft *Fiscal Year 2026 Unified Planning Work Program* (FY 2026 UPWP), which documents all transportation planning activities the CIRTPA will perform using federal funds from July 1, 2025 through June 30, 2026. The Iowa Department of Transportation (DOT) requires that the UPWP describe the CIRTPA's proposed planning activities – including task objectives, previous work, project descriptions, and work products – as well as the budget and funding sources to carry out the planning activities. The Iowa DOT requires the CIRTPA to submit a draft UPWP by April 1, 2025 and final UPWP by June 1, 2025.

A copy of the draft *Fiscal Year 2026 Unified Planning Work Program* will be provided prior to the meeting.

RECOMMENDATION:

Approve the draft *FFY 2026 UPWP*.

STAFF CONTACT:

Andrew Collings, acollings@midiowaplanning.org

March 2025
Item No. 7

ISSUE: *Federal Fiscal Year 2025-2028 Transportation Improvement Program Amendment Requests*

REPORT AND OPTIONAL VOTE: Consider approval of the requests to the *Federal Fiscal Year 2025-2028 Transportation Improvement Program*.

BACKGROUND:

HIRTA and Madison County has requested the following revisions to the *Federal Fiscal Year 2025-2028 Transportation Improvement Program* (FFY 2025-2028 TIP):

Sponsor: HIRTA

Project: Multiple

Federal Aid Amount: \$709,866

Federal Aid Type: 5539 and 5310 Funds

Total Cost: \$867,576

TIP Projects Modifications: None necessary

Change: Add project numbers 11674, 11675, 11676, 11682, 11683, 11684 to FFY 2025.

Sponsor: Madison County

Project: On R 35, Over MIDDLE RIVER, S25 T76 R26

Federal Aid Amount: \$2,500,000

Federal Aid Type: SWAP-HBP, HBP, Earmark

Total Cost: \$2,875,000

TIP Projects Modifications: None necessary

Change: Add project to FFY 2025 of the TIP.

RECOMMENDATION:

Approve proposed amendment to the FFY 2025-2028 TIP.

STAFF CONTACTS:

Andrew Collings, acollings@mid-iowaplanning.org

March 2025
Item No. 8

ISSUE: SS4A Safety Action Plan Update

REPORT: Report on the SS4A Safety Plan and potential grant application.

BACKGROUND:

In late February, CIRTPA staff sent an email to MIPA communities with a link to the draft SS4A Safety Action Plan and a sign-up sheet for communities to meet with CIRTPA and FHU staff to review the plan and discuss potential projects. So far, staff has met with the following communities:

- City of Perry
- City of Monroe
- City of Indianola
- City of Boone
- City of Adel
- City of Van Meter

[Click here for a copy of the SS4A Safety Action Plan](#)

If your community is still interested in discussing the plan, please let CIRTPA staff know.

The goal of those meetings were to 1) review the plan and identified safety areas and 2) discuss the options moving forward with a SS4A implementation grant application. After meeting with communities, there appears to be interest, or plans for several communities, to pursue proposed countermeasures. A regional application through CIRTPA may be appropriate if communities are willing to participate.

RECOMMENDATION:

None. Report and discussion only.

STAFF CONTACTS:

Andrew Collings, acollings@midiowaplaning.org

March 2025
Item No. 9

ISSUE: CIRTPA TAP and Small Communities Fund Application Process Update

REPORT: Report on submitted Federal Fiscal Year 2029 *Transportation Alternatives Program* and FFY 2026 Small Communities Fund projects.

BACKGROUND:

TAP APPLICATIONS

For Federal Fiscal Year 2029, approximately \$850,000 is available in CIRTPA TAP funds to award. The CIRTPA staff received 2 applications this year requesting \$955,960. The projects are:

Sponsor: City of Perry

Project: Iowa Street & 18th Street Trail Project

TAP Request: \$325,960

Total Cost: \$407,450

[Click here for a copy of the City of Perry's application](#)

Sponsor: Dallas County Conservation

Project: Phase V – South Loop Trail and Drainage Rehabilitation

TAP Request: \$630,000

Total Cost: \$790,000

[Click here for a copy of Dallas County Conservation's application](#)

SMALL COMMUNITY FUND APPLICATIONS

For Federal Fiscal Year 2026, approximately \$250,000 is available in CIRTPA STBG funds to award. The CIRTPA staff received 1 application this year requesting \$250,000. The project is:

Sponsor: City of Story City

Project: Broad Street Reconstruction Phase 4 Project

STBG Request: \$250,000

Total Cost: \$816,391

[Click here for a copy of the City of Story City's application](#)

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RECOMMENDATION:

None. Report and discussion only.

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