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NOTICE OF MEETING

Central Iowa Regional Transportation Planning Alliance Transportation Policy and Technical Committees

9:30 a.m., September 18, 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 3
 - Approve the July 17, 2025 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 and REPORT: Active Transportation Plan Update** Page 5
 - Report on the active transportation planning process.
6. **REPORT and VOTE: CIRTPA Financial Statements**..... Page 6
 - Report on the financial statements; consider approval.
7. **REPORT and VOTE: Invoices and Contracts**..... Page 7
 - Report on invoices and contracts for CIRTPA; consider approval.
8. **REPORT and VOTE: Comprehensive Safety Action Plan Policy and Process Changes** Page 8
 - Report on the proposed Policy and Process Changes Appendix to the CSAP ; consider approval.
9. **REPORT and VOTE: Federal Fiscal Year 2026-2029 Transportation Improvement Program Revision Requests** Page 9
 - Report on the requests to amend projects in the FFY 2026-2029 TIP; consider approval.
10. **REPORT: CIRTPA Fiscal Constraint for the FFY 2026-2029 TIP** Page 11
 - Report on requirements for CIRTPA to maintain fiscal constraint for the upcoming FFY 2026-2029 TIP.
11. **REPORT: Iowa DOT Transportation Planning Review for CIRTPA/RPA-11**..... Page 13
 - Report on the Iowa DOT's planning review of CIRTPA/RPA-11.
12. **REPORT: HY 2045 Long Range Transportation Plan Development Update** Page 15
 - Report on development of the HY 2045 LRTP.
13. **Other Non-Action Items of Interest to the Committee**
14. **Next Meeting Date**
 - Approval of the next meeting date for November 20, 2025, hybrid meeting.
15. **Adjournment**

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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.

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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September 2025
Item No. 3

ISSUE: Approval of Meeting Minutes

VOTE: Report on the minutes of July 17, 2025 Joint Committee Meeting meetings; consider approval.

BACKGROUND:

[Click here for a copy of the July 17, 2025 Meeting Minutes](#)

RECOMMENDATION:

Approve the minutes of the July 17, 2025 CIRTPA Joint Committee meeting.

STAFF CONTACTS:

Andrew Collings, acollings@midiowaplaning.org

September 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@midiowaplanning.org

September 2025
Item No. 5

ISSUE: Active Transportation Plan Update

PRESENTATION and REPORT: Report on the active transportation planning process.

BACKGROUND:

MPO staff are working on an update to the 2009 Connect Plan called the InterCONNECT Plan. This plan will focus on transportation outside of a vehicle such as walking or biking. The 2009 plan was jointly created with CIRTPA. Since that time, there has not been another update to the Connect Plan.

The proposed InterCONNECT Plan, an Active Transportation Plan, would take the place of the 2009 Connect Plan. CIRTPA is also proposed to be included in the plan and planning process.

[Click here for a copy of the existing 2009 Connect Plan](#)

Throughout this process and final product, MPO staff intend to connect active transportation needs of the region, the newly adopted MPO mission, vision, and guiding principles, and the goals of the long-range transportation plan, Mobilizing Tomorrow, to develop realistic, localized actions and opportunities in the region.

MPO staff will provide an update on the process, opportunities for involvement, and what is to come in Fall 2025.

RECOMMENDATION:

None. Report and discussion only.

STAFF CONTACT:

Andrew Collings, acollings@mid-iowaplanning.org

September 2025
Item No. 6

ISSUE: CIRTPA Financial Statements

REPORT AND VOTE: Report and approval of the Financial Statements.

BACKGROUND:

The CIRTPA staff continually tracks the CIRTPA's finances and prepares monthly and/or quarterly statements detailing all transactions.

[Click here for a copy of the Balance Sheet](#)

[Click here for a copy of the Income Statement](#)

[Click here for a copy of the Transaction Detail](#)

RECOMMENDATION:

Approve the Financial Statements.

STAFF CONTACTS:

Andrew Collings, acollings@mid-iowaplanning.org

September 2025
Item No. 7

ISSUE: Invoices and Contracts

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

BACKGROUND:**Invoice – MIPA *Budgeted Expense***

The MIPA bills the CIRTPA for work conducted on the CIRTPA's behalf on a bi-monthly basis. MIPA's July and August Fiscal Year 2026 invoices cover work conducted for the period beginning July 1, 2025 through August 31, 2025.

If approved, CIRTPA staff will proceed with reimbursing MIPA.

[Click here for a copy of the July and August FY 2026 invoices](#)

RECOMMENDATION:

Approve the proposed invoices.

STAFF CONTACTS:

Andrew Collings, acollings@midiowaplanning.org

September 2025
Item No. 8

ISSUE: Comprehensive Safety Action Plan Policy and Process Changes

REPORT AND VOTE: Report on the proposed Policy and Process Changes Appendix to the CSAP; consider approval.

BACKGROUND:

Earlier this year, CIRTPA approved the Comprehensive Safety Action Plan (CSAP) to apply for US DOT Safe Streets and Roads for All (SS4A) Implementation funding. When the US DOT reviewed the CSAP, it recommended updating the Appendix to include information about what CIRTPA currently does to promote and integrate safety into existing practices and information on additional considerations for CIRTPA to enhance safety outcomes in the central Iowa region.

Items to consider include:

- Implement a Road Safety Audit (RSA) Program
- Develop a Regional Safe Routes to School (SRTS) Framework
- Establish a Context-Sensitive Speed Management Policy
- Launch a Regional Crash Data Dashboard
- Adopt a Systemic Safety Countermeasures Standard
- Adopt Traffic Calming Design Guidelines
- Institutionalize Bicycle & Pedestrian Level of Traffic Stress (LTS) Mapping
- Add a Safety Integration Checklist to Project Scoring

Updating the CSAP with this information is required before CIRTPA could receive any SS4A Implementation Grant funding.

FHU has prepared a draft document for CIRTPA to review and approve.

[Click here for a copy of the proposed CSAP Appendix F – Policy & Process Changes](#)

[Click here for a copy of the existing CSAP](#)

[Click here for a copy of the CSAP Appendices](#)

RECOMMENDATION:

Approve the proposed Appendix F – CSAP Policy and Process Changes.

STAFF CONTACT:

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September 2025
Item No. 9

ISSUE: *Federal Fiscal Year 2026-2029 Transportation Improvement Program Amendment Requests*

REPORT AND OPTIONAL VOTE: Consider approval of the requests to the *Federal Fiscal Year 2026-2029 Transportation Improvement Program*.

BACKGROUND:

Jasper County Conservation and the City of Adel have requested the following revisions to the *Federal Fiscal Year 2026-2029 Transportation Improvement Program* (FFY 2026-2029 TIP):

Sponsor: Jasper County Conservation

Project: From Commerce Drive in Prairie City to NE 116th Street near Mitchellville

Federal Aid Amount: \$1,690,000

Federal Aid Type: TAP, FLAP, Earmark

Total Cost: \$2,112,500

TIP Projects Modifications: None necessary

Change: Add project to FFY 2026 of the TIP.

Sponsor: City of Adel

Project: In the city of Adel, Island Park to Kinnick Feller Park and Evans Park to RRVT

Federal Aid Amount: \$250,000

Federal Aid Type: TAP

Total Cost: \$995,000

TIP Projects Modifications: None necessary

Change: Amend the project description to “In the City of Adel, Evans Park to RRVT”, corresponding map changes, and reduce the total construction cost to \$412,000.

[Click here for a copy of the proposed Adel project map](#)

Additional consideration is needed for the proposed City of Adel TIP amendment because of the significant reduction in project activities. The project was awarded CIRTPA TAP funding in CY 2022. For that year, every applicant was awarded funding for their project.

To process the amendment, the Iowa DOT must have the concurrence from CIRTPA that the reduction in project scope is acceptable and that funding would have been awarded if the project that was submitted had been the currently proposed iteration.

RECOMMENDATION:

Approve proposed amendment to the FFY 2026-2029 TIP and affirm that CIRTPA would have awarded funding to the project if what was being proposed was originally submitted.

STAFF CONTACTS:

Andrew Collings, acollings@mid-iowaplanning.org

September 2025

Item No. 10

ISSUE: CIRTPA Fiscal Constraint for the FFY 2026-2029 TIP

REPORT: Report on requirements for CIRTPA to maintain fiscal constraint for the upcoming FFY 2026-2029 TIP.

BACKGROUND:

Over the years, the Iowa DOT has implemented additional requirements on maintaining fiscal constraint of MPO and RPA TIPs. Below is a link to the STIP Guidelines document that is released yearly.

[Click here for a copy of STIP Guidelines](#)

Redemonstration of TIP fiscal constraint is discussed on page 32. The applicable information includes the following sections:

The Iowa DOT is required to ensure that that federal aid funds programmed in the STIP are fiscally constrained not only at the time of approval but also throughout the fiscal year. As part of the draft STIP process the Iowa DOT adjusts its federal aid participation to utilize all remaining federal funds after local project sponsors have programmed their federal aid projects.

Based on this approach, at the time of approval by FHWA and FTA, no additional federal aid funds are available to be added to the STIP and maintain fiscal constraint of the document.

To maintain fiscal constraint of the STIP document, any revision to a federal aid project in the STIP that adds a new federal aid project or increases a project's STIP limit will require that a corresponding change be made to another programming entry to ensure that the STIP remains fiscally constrained. The federal aid funds moved to make way for the additional programmed federal aid need to be of the same federal aid program type. For example, if additional STBG funds are going to be added to a project, then the corresponding reduction in federal aid on another project must be STBG funds. This requirement pertains to both administrative modifications and amendments to the STIP and therefore, also applies when moving projects up from the out years of the STIP. To facilitate the STIP approval process, a programming note should be added to each TPMS entry noting the TPMS number of the other project.

Therefore, moving forward if there are any new projects or funding added to projects in FFY 2026 of CIRTPA's TIP then another project must be removed to accommodate the new request. If a project cannot be found to remove, then the new funding or project cannot be programmed.

RECOMMENDATION:

None. Report and discussion only.

STAFF CONTACT:

Andrew Collings, acollings@midiowaplanning.org

September 2025

Item No. 11

ISSUE: Iowa DOT Transportation Planning Review for CIRTPA/RPA-11

REPORT: Report on the Iowa DOT's Planning Review of CIRTPA/RPA-11.

BACKGROUND:

The Systems Planning Bureau conducts a Planning Review of each RPA every six years. This assessment will ensure that federal transportation planning funds are being expended appropriately in an established process that is consistent with state and federal regulations and guidelines. It is the joint responsibility of the Iowa Department of Transportation (Iowa DOT), FHWA, and FTA to ensure that the federal transportation program and federal funds are administered by each RPA in compliance with applicable state and federal laws.

The primary goals of the RPA Planning Review are as follows:

- Gain a better understanding of the transportation planning process being conducted within the RPA;
- Outline/clarify areas for potential improvement of the region's transportation planning and programming process;
- Discuss how transportation planning funds are being used to support the development of the key transportation planning products, including the transportation planning work program, public participation plan, transportation improvement program, long range transportation plan, and passenger transportation plan;
- Ensure that the planning process is continuing, cooperative, and comprehensive, and operates in a manner consistent with federal guidelines;
- Provide an opportunity for discussion of how the region's transportation planning process is working or not working; and
- Strengthen the planning partnership between the RPA, Iowa DOT, FHWA, and FTA, including determining the need for additional guidance, assistance, and training to improve the overall RPA transportation planning process.

Staff was contacted by the Iowa DOT earlier this year regarding the scheduled 2025 Planning Review that took place in June. Before the meeting, staff prepared a variety of CIRTPA's last review was completed in 2019.

Below is a link to the report from the Iowa DOT on CIRTPA's Planning Review

[Click here for a copy of the 2025 RPA-11 Planning Review Final Report](#)

The last page identifies the recommendation and commendations provided by the DOT.

Based on the Planning Review, CIRTPA satisfies all Iowa DOT, FHWA, and FTA requirements for being a Regional Planning Affiliation in the State of Iowa.

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RECOMMENDATION:

None. Report and discussion only.

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September 2025

Item No. 12

ISSUE: HY 2045 Long Range Transportation Plan Development Update

REPORT: Report on development of the HY 2045 LRTP.

BACKGROUND:

The HY 2045 Long Range Transportation Plan (LRTP) is due to the Iowa DOT in November of this year. Staff has been working on updating the existing LRTP. This iteration of CIRTPA's LRTP will be a slight update of the one CIRTPA currently has. Performance measures were first introduced into CIRTPA's HY 2035 LRTP and were carried forward and modernized in the current HY 2040 LRTP. To continue to track the performance of CIRTPA's surface transportation system, preserving the bulk of the plan is proposed as it will better enable staff to determine a long-term trajectory of the area's transportation health.

For this process, the Technical Committee has provided virtual oversight of the planning process.

The proposed LRTP plan goals are:

- Maintain and optimize our existing transportation system
- Provide a safe and accessible transportation system
- Promote livability
- Protect and conserve natural resources

Related to one of the DOT recommendations from the planning review, staff sent emails to CIRTPA jurisdictions requesting future street, road, and trail projects for inclusion into the upcoming LRTP.

Staff also sent out a public input survey to help determine priorities for the upcoming plan. To date, we have received 115 responses. An overview of the results will be provided at the meeting.

Staff anticipates having a draft to CIRTPA for review by October 16th. A committee meeting will most likely be needed at that time. Staff will send out a doodle poll to find a date and time that works for everyone.

The draft LRTP will also have a 30-day comment period before final approval. Staff anticipates setting up in-person open house meetings in each county in the CIRTPA area.

RECOMMENDATION:

None. Report and discussion only.

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