

**REVISED**



**MEETING NOTICE**

MPOJC Urbanized Area Policy Board  
~~Wednesday, January 30, 2019 – 4:30 PM~~  
Wednesday, February 6, 2019 – 4:30 PM  
City of Iowa City – Council Chambers  
410 E Washington St, Iowa City, IA

**AGENDA**

**1. Call to Order**

- a. Recognize alternates & welcome new Board members
- b. Consider approval of meeting minutes
- c. Set next Board meeting dates, time and location (April 3, tentatively hosted by Johnson County)

**2. Public Discussion of any item not on the agenda\***

**3. Administration**

- a. Report from nominating committee for 2019 MPOJC Board officers
  - i. Consider action
- b. Consider approval of the FY20 MPOJC Budget and financial forecast
- c. Consider approval of the FY20 Johnson County Assessments to the East Central Iowa Council of Governments
- d. Consider appointments to the ECICOG Board of Directors
- e. Discuss MPOJC Orientation opportunity for Board members

**4. Transportation Planning**

- a. Consider approval of Federal Transit Administration Section 5307 Transit Operating Formula funding apportionment for FY2019 and transit statistics for FY2018
- b. Update on Surface Transportation Block Grant & Transportation Alternatives Program grant funding process
- c. Consider approval of Federal Functional Class designations for urbanized area roadways
- d. Discussion regarding participation in the 'Federal-Aid-Swap' in Iowa whereby State funding could replace Federal funding for road/bridge projects
- e. Update on the MPOJC FY20 Transportation Planning Work Program and FY20-23 Transportation Improvement Program
- f. Update on CRANDIC Passenger Rail and Rails-to-Trails studies

**5. Other Business**

- a. Report on the Severson Cup Charity Challenge; Award Severson Cup

**6. Adjournment**

**Please note the MPOJC Rural Policy Board meeting will start after adjournment of the Urban Policy Board meeting at approximately 6:00 PM.**

*\*Public input is permitted on any agenda item. Please indicate to the Chair if you wish to comment on an agenda item. To request any disability-related accommodations or language interpretation, please contact MPOJC staff at 356-5230 or Kent-Ralston@Iowa-City.org 48 hours prior to the meeting.*

## MINUTES

MPOJC Urbanized Area Policy Board  
Wednesday, November 14<sup>th</sup>, 2018 - 4:30 PM  
City of Coralville - Council Chambers  
1512 7<sup>th</sup> Street, Coralville, Iowa

**PRELIMINARY**

MEMBERS PRESENT: Coralville: Kelly Hayworth  
Iowa City: John Thomas, Pauline Taylor, Susan Mims,  
Mazahir Salih, Bruce Teague, Eleanor Dilkes  
Johnson County: Mike Carberry  
North Liberty: Terry Donahue  
Tiffin: Steve Berner  
University Heights: Louise From  
University of Iowa: Jim Sayre  
ICCSD: none

STAFF PRESENT: Kent Ralston, Brad Neumann, Emily Bothell, Frank Waisath, Alex Behnke

OTHERS PRESENT: Dan Holderness (Coralville City Engineer)

### 1. CALL TO ORDER

Steve Berner called the meeting to order at 4:30 PM.

#### a. Recognize alternates

Kelly Hayworth served as an alternate for Tom Gill (Coralville). Eleanor Dilkes served as an alternate for Rockne Cole (Iowa City).

#### b. Consider approval of meeting minutes

Motion to approve was made by Donahue; Sayre seconded. **The motion was unanimously approved.**

#### c. Set date of next meeting

The next meeting was set for Wednesday, January 30<sup>th</sup>, hosted by Iowa City.

### 2. PUBLIC DISCUSSION OF ANY ITEM NOT ON THE AGENDA

Ralston thanked Carberry for his service to the MPO and his service to the residents of Johnson County. Carberry has served on the Board for three years and has had good attendance throughout. Ralston then presented Carberry with an award from the MPO.

### 3. ADMINISTRATION

#### a. Appoint nominating committee for Calendar Year 2019 Urbanized Area Policy Board officers

Ralston explained that every year the Board nominates a chairperson and vice chairperson for the next calendar year (2019). The chairperson is responsible for presiding over meetings and reviewing agenda items. Ralston asked that the Board consider appointing a three-person nominating committee that will meet before January and provide a recommendation regarding the chairperson and vice chairperson. The current

chairperson is Steve Berner (Mayor of Tiffin) and the current vice chairperson is Terry Donahue (Mayor of North Liberty). They have both served for one year and there is a two consecutive-year term limit. They are both eligible to serve again if they choose to do so.

From, Mims, and Teague volunteered to be the three-person nominating committee.

b. Confirm which entities will nominate Johnson County representatives to East Central Iowa Council of Governments (ECICOG) Board of Directors

The MPOJC bylaws state that each January the Board appoints three elected official representatives as well as one citizen representative to the ECCOG Board of Directors. The citizen representative can be any citizen of Johnson County. The appointments are made according to a rotation that is outlined in the bylaws. One elected official seat is filled by two of the largest entities (Iowa City and Johnson County). The current representative is Pauline Taylor (Iowa City City Council). The 2019 representative is scheduled to be designated by Johnson County. One elected seat should be filled by the third through fifth largest entities that alternate annually. The current seat is held by the fourth largest entity, which is the City of North Liberty. The 2019 representative is scheduled to be designated by the City of Solon. One elected official seat should be elected by the remaining entities, included the rural entities of Johnson County. The current seat is held by the City of Shueyville and the 2019 representative is scheduled to be designated by the City of Lone Tree. One citizen representative should be appointed to the Board.

Ralston asked how the Board would like to proceed with the citizen representative. Randy Laubscher is the current citizen representative. Ralston asked if the Board would like to invite Laubscher to serve as the citizen representative again or if the Board would like to advertise for the position so another member of the community can serve.

Mims asked how long Laubscher has been the citizen representative. Ralston responded that Laubscher has been the citizen representative for one year. Mims stated that if Laubscher has done a good job and had good attendance, the Board should ask him to do it again.

Taylor added that being on ECICOG there is a big learning curve and Laubscher has done a good job and has had excellence attendance.

Ralston explained that Laubscher has an interest in serving and the citizen representative is not an easy position to fill. The citizen representative is required to attend monthly Board meetings in Cedar Rapids, which are held during the day.

Ralston added that he will contact the entities that need to elect representatives and Laubscher to see if he is interested in serving for one more year.

c. Preliminary discussion of FY20 MPOJC Budget

Ralston explained that prior to the preparation of the MPOJC budget for consideration at the January meeting, the Board should discuss any major changes that may come in the next year. Administratively, MPO staff are City of Iowa City employees as part of the 28E governmental agreement. The MPO works with Iowa City during the budgeting process to make sure the numbers are accurate and translate into the MPO budget so staff can determine the assessments for each entity. The MPO does not intend to hire any additional staff. The major capital expenses include software and maintenance. The MPO is using approximately \$230,000 in Iowa DOT planning funds that are provided to the MPO. The full budget will be brought back to the Board in January for approval. There will be approximately a 4.5% increase over the current budget, primarily for staff salaries and increases in health benefits.

d. Consider a Resolution approving updates to the MPOJC Title VI Compliance Plan

Neumann explained that since the MPO receives federal funding each year it is required to have an approved Title VI Compliance Program. There are two Title VI Compliance Programs. The document presented to the Board is the Federal Transit Administration version. In 2017, the Board approved the Federal Highway Administration version. Both documents have different requirements. The Title VI program ensures non-discrimination as outlined in the Civil Rights Act. It prohibits discrimination based on color, race, and national origin. The document provides guidelines for the MPO in order to comply with all Title VI requirements. The document includes the MPO's Limited English Proficiency review. This review helps the MPO identify the languages that need to be included when providing information to the public. Also in the attachment is the MPO's Public Participation Plan, which outlines how the MPO gets word out to the public. The Board approved the Public Participation Plan in 2017. The complaint process is clearly outlined as the MPO works with the City of Iowa City and their Civil Rights Office. Title VI complaint forms are available in the MPO office.

The Transportation Technical Advisory Committee (TTAC) recommended approval of the policy statements, the assurances and the resolution. Staff is requesting Board approval of the document.

Motioned to approve by Mims; seconded by From. **The motion was approved unanimously.**

4. TRANSPORTATION PLANNING

a. Consider required safety target setting for the MPO as required by the Federal Highway Administration

Ralston explained that the Federal Highway Administration now requires the MPO set targets for five safety performance measures. The MPO must set targets and then report them to the Iowa DOT by February 27<sup>th</sup> of each year. For each performance measure the MPO must adopt the state's measures or create unique measures for the metropolitan area. The MPO is required to state how the annual projects and Transportation Improvement Program show progress towards meeting the adopted safety standard.

The MPO recommended that the Board adopt the state's performance measures. Staff does not recognize that there is any benefit to adopting their own measures. Des Moines is the only MPO in Iowa that adopted their own safety measures.

Motioned to approve by Hayworth; seconded by Mims. **The motion was approved unanimously.**

b. Consider scoring criteria for Surface Transportation Block Grant (STBG) and Transportation Alternatives Program (TAP) funds allocated by MPOJC

Ralston explained that at the September 19<sup>th</sup> Board meeting staff indicated that grant applications for the Surface Transportation Block Grant (STBG) funds and Transportation Alternative Program (TAP) funds would become available in January or February of 2019. At the meeting the Board discussed the Transportation Technical Advisory Committee's (TTAC) recommended changes. After discussion of those changes, the Board requested to see a comparison of how previously funded projects would be scored using the current adopted criteria and what is being proposed. Overall, the new scoring criteria would not change much. After scoring the previously funded projects with the proposed criteria, the project scores changed slightly, however the project rankings did not. At their November

6<sup>th</sup> meeting, TTAC unanimously recommended adopting the proposed scoring criteria.

Sayre pointed out that criteria 9A, the equity category, has no definition as to what a low-income neighborhood is.

Ralston added that in the past, staff has used 80% area median income and census blocks which is the smallest census data the MPO has available. Since the definition of a low-income neighborhood is not in the criteria, staff can make changes as needed as the census data changes.

Sayre responded by explaining there should be some sort of definition included in the criteria. Ralston answered that last year only one of eight applications received points for 9A, being in a lower income neighborhood, which was North Liberty's Highway 965 project. Teague expressed that adding some wording to median income may help satisfy the definition of lower income neighborhoods.

Salih asked for more explanation about the 80% area median income used by MPO staff in the past. Ralston explained that if the criteria were lowered to 75% or 65% area median income there is the potential that no projects would receive points for criteria 9A. It depends on what projects are submitted each year.

Sayre added that an applicant such as the University of Iowa may say that the students in residence halls are considered lower income neighborhoods and therefore question why they did not receive points for the application.

Donahue expressed that he did not like the use of the 80% area median income. He explained that the next census data will be released in two years and the MPO should use that data to interpret criteria for the next period.

Ralston added that the MPO could see what projects come in and then have a discussion with the Board. The MPO takes the scores to TTAC first and can share the project applications and discuss what area median income percentage should be used.

Salih questioned if the MPO can change the percentage at any time. Ralston answered that the MPO can change the percentage at any time.

Sayre added that the percentage of points for this criteria is a relatively small percentage of the total project score so it will not make or break the project.

Ralston offered that the MPO could include census block data and average median income as the rule in criteria 9A.

Donahue expressed that that gives the Board a basis to work from and some years one or two points may make a significant difference in the rankings of projects.

Thomas agreed with the definition change by indicating what data the MPO is looking at when scoring projects.

Berner asked if the change would be made in criteria 9A. Ralston responded by stating that the MPO would include using census blocks and average median income in the guidelines for criteria 9A.

Motioned to approve by Donahue; seconded by Mims. **The motion was approved unanimously.**

## 5. OTHER BUSINESS

### a. Update from Coralville staff on significant community projects

Holderness discussed the transportation projects currently underway in Coralville.

All underground utilities have been completed on the 1<sup>st</sup> Avenue project as well as the southbound lanes. The 1<sup>st</sup> Avenue and 6<sup>th</sup> Street intersection is nearly complete and the northbound lanes are also nearly completed. The project is anticipated to be completed before the end of this construction season.

The Coral Ridge Avenue project will transfer off the detour route. Traffic will be on the main line except for the east side of the Coral Ridge Avenue between Wheaton Road and Forevergreen Road. The Coral Ridge Avenue project is anticipated to be completed before the end of the construction season.

The Clear Creek Trail Phases 6 and 7 has had a very challenging year. The project extends the trail from the current ending point of the Clear Creek Trail to the Creekside Ballpark. The two bridges over Clear Creek will be completed within the next two weeks. The goal is to have the trail paved, completed and open to the public by the beginning of 2019. The project is going under Interstate 380 and will connect to Tiffin's trail system. With the acceleration of the Interstate 80/380 interchange project, there may be delays on final portions of the Clear Creek Trail project.

Holderness also discussed the \$32 million Wastewater Treatment Plant improvement project. This project will double the capacity of the plant and double the capacity of the storm water storage lagoons. The project started in April of this year and is a 27-month project, anticipated to be completed in the fall of 2020.

Sayre asked how long the north portion of Coral Ridge Avenue will stay closed.

Holderness explained that it will be closed for a couple of weeks. It is a small portion of the Coral Ridge Avenue project as it was on the detour route for the entirety of the project.

### b. Discuss the "Severson Charity Challenge" for this holiday season

Bothell presented the Severson Charity Challenge. She explained that the MPO is asking if members of the Board would like to participate again. The challenge honors Linda Severson, who had served as the MPO's Human Services Coordinator from 1994 until her death in 2011. The annual charity drive was inspired by just one of the many acts of generosity and compassion for which Linda was known. The challenge invites each government entity to select a local charity they wish to support. In 2017 contributions were up 12% and University Heights was awarded the Severson trophy. The event will run from December 1<sup>st</sup>, through January 4<sup>th</sup>.

Ralston added that this challenge has been fun and that most of the Board had known and worked with Linda. It would be a great thing to continue to participate in and to get the challenge organized in each community.

Mims and Donahue both expressed support for the challenge.

Ralston said the MPO will reach out and contact city clerks and send information to each entity.

6. ADJOURNMENT

Mims motioned to adjourn; seconded by Salih. **The motion was unanimously approved.**

The meeting adjourned at 5:12PM.



Metropolitan Planning Organization of Johnson County

Date: January 23, 2019

To: Urbanized Area Policy Board

From: Kent Ralston; Executive Director 

Re: Agenda Item #3(a): Report from nominating committee for 2019 MPOJC Board officers

At your November meeting you appointed a three-person nominating committee to nominate the Chair and Vice Chair for the 2019 Urbanized Area Policy Board. The Committee was comprised of Louise From (University Heights), Bruce Teague (Iowa City), and Susan Mims (Iowa City). As Director, it has been my practice to review agenda items and major work program activities with the Chair prior to each Board meeting. The Vice Chairperson assumes the duties of the Chair when he or she is not available.

Currently the Chair is Steve Berner (Mayor, City of Tiffin). Chairperson Berner has served one one-year term; there is a two-term limit for this position. The current Vice-Chair is Terry Donahue (Mayor, City of North Liberty), Mr. Donahue has also served one one-year term; there is also a two-term limit for this position.

Please be prepared to receive the nominating committee's verbal report and elect the Chair and Vice Chair for the 2019 MPO Urbanized Area Policy Board.

I will be available at your January 30<sup>th</sup> meeting to answer any questions you may have.





Metropolitan Planning Organization of Johnson County

Date: January 23, 2019

To: Urbanized Area Policy Board

From: Kent Ralston, Executive Director 

Re: Agenda Item #3(b): Consider approval of the FY20 MPOJC Budget and Financial Forecast

The proposed FY20 Budget and Financial Forecast is attached. The primary focus of MPOJC continues to be fulfilling federal and state requirements necessary for MPOJC entities to receive state and federal formula and discretionary funds; and to produce locally-generated traffic studies, grant applications, and mapping services for MPOJC members. These activities, large and small, provide information on which capital project design, funding, policy and programming decisions are made.

MPOJC is organized as a division of the City of Iowa City Neighborhood and Development Services (NDS) Department, and MPOJC staff also serve as NDS staff. Personnel costs are determined by the collective bargaining agreement between Iowa City and the American Federation of State and County Municipal Employees (AFSCME).

The overall budget reflects an approximate 4.5% increase from FY19 – primarily due to increases in costs for staff benefits and wages. After accounting for staff time devoted solely to City of Iowa City functions, MPOJC assessments are based on population of MPOJC entities. The budget also reflects the continued use of internal carryover funds and Iowa DOT funding.

As in years past, I remain concerned with long-term federal support for MPOJC and its member entities. Ongoing federal budget discussions and the volatile nature of the Highway Trust Fund require that we continue to track federal policy and how it affects transportation funding for MPOs like ours. I intend to keep the Board apprised on federal funding issues as information becomes available.

Please consider approval of the FY20 MPOJC Budget and Financial Forecast. With approval, I will forward the assessment schedule to your staff.

I will be available at your January 30<sup>th</sup> meeting to answer any questions you may have.



# FY20 Budget and Financial Forecast

Adopted January 30, 2019 by the:  
MPOJC Urbanized Area Policy Board  
MPOJC Rural Policy Board



Date: January 30, 2019

To: MPOJC Urbanized Area Policy Board  
MPOJC Rural Policy Board

From: Kent Ralston, Executive Director

Re: FY20 MPOJC Budget and Financial Forecast

The Metropolitan Planning Organization of Johnson County (MPOJC) is the designated planning organization for Johnson County, Iowa. Assistance is provided to member agencies in the program areas of transportation planning, administration, and small communities planning assistance by virtue of a 28E agreement. The MPOJC Urbanized Area and Rural Policy Boards have authority over the policies and work programs of the organization. The MPOJC website ([www.mpojc.org](http://www.mpojc.org)) provides general information about the organization, published technical reports, agendas, and meeting minutes of all public meetings.

MPOJC is organized administratively under the City of Iowa City and staff members are subject to all rights and benefits afforded to City of Iowa City employees. Non-administrative staff are organized under the American Federation of State, County, and Municipal Employees (AFSCME). MPOJC staff also serve as staff in the City of Iowa City Neighborhood and Development Services Department. Because MPOJC is organized as a division of the City of Iowa City, MPOJC follows City of Iowa City administrative and personnel policies. This overall structure allows for cost-effective sharing of expenditures and services.

The focus of MPOJC remains to fulfill federal and state requirements necessary for receiving both formula and discretionary state and federal funds and producing locally-generated transportation studies for member agencies. These studies are intended to result in better information on which to base local policy and project programming decisions.

The proposed FY20 MPOJC Budget and Financial Forecast reflects the program of services, policies, and staffing approved by the Board. The overall FY20 MPOJC budget reflects an approximate 4.5% increase from the FY19 budget and is primarily due to annual increases in staff salaries & benefits. The remaining budget is largely the same as previous years with respect to technical and professional services, travel and education, and software. As in previous years, the Iowa Department of Transportation (Iowa DOT) is scheduled to contribute a large portion of the overall MPO budget in FY20 – the anticipated Iowa DOT contribution is \$230,000. MPOJC normally carries reserve funds to buffer against unexpected budget increases, or potential loss of funding. This continues to be important due to ongoing uncertainty of federal funding.

MPOJC continues to employ 2-3 planning interns funded by the University of Iowa. The University of Iowa's \$23,817 assessment will be used to fund intern expenses throughout the year. If this amount is not fully expended during the year, the balance is available for other MPOJC expenses at the end of the year.

As in the last budget, the FY20 budget is explicit in showing the amount of additional assessments specific to Iowa City due to staff time devoted solely to Iowa City specific duties. These duties include traffic engineering services, administration of the traffic calming program, participation in planning committees, review of rezoning and subdivision applications, and other special projects.

The budget also reflects capital expenses for the replacement of traffic counters, traffic counting software, and GIS software to maintain our mapping and visualization abilities. The traffic counters are used for the traffic analysis data collection program and are subjected to extreme conditions. It is important that there be a regular program of replacement for this equipment. For our traffic forecasting capabilities, we are proposing to continue to upgrade our traffic model software to be consistent with the Iowa DOT state-wide traffic model.

Following is a brief summary of the proposed Budget and Financial Forecast and FY20 assessments.

## MPOJC Budget FY20 – FY22

<b>Expenditures</b>	<b>FY19 Budgeted</b>	<b>FY20 Proposed</b>	<b>FY21 Forecast<sup>1</sup></b>	<b>FY22 Forecast<sup>1</sup></b>
Salaries and Benefits	\$573,745	\$593,909	\$611,726	\$630,078
Technical and Professional Services & Maintenance, Travel and Education	\$62,205	\$64,461	\$66,395	\$68,387
Operating Costs; including office supplies, traffic counting and mapping equipment/software	\$9,665	\$17,050	\$17,562	\$18,088
<b>Subtotal</b>	<b>\$645,615</b>	<b>\$675,420</b>	<b>\$695,683</b>	<b>\$716,553</b>
University of Iowa Student Interns <sup>2</sup>	\$23,817	\$23,817	\$23,817	\$23,817
<b>TOTAL</b>	<b>\$669,432</b>	<b>\$699,237</b>	<b>\$719,500</b>	<b>\$740,370</b>

MPOJC is designated by the Governor of the State of Iowa as the Metropolitan Planning Organization (MPO) for the Iowa City Urbanized Area. The MPOJC Transportation Planning Division must fulfill the state and federal requirements of the 3-C transportation planning process. This process is required of all urbanized areas to maintain eligibility for grant programs and transportation operations funds of the United States Department of Transportation and the Iowa Department of Transportation.

The Administration Division consists of a half-time Executive Director, and a .2 FTE Administrative Secretary. The Administration Division provides oversight and support to the staff of MPOJC. The Executive Director supervises all MPOJC personnel. The Executive Director coordinates the budget process and the preparation of division work programs.

As MPOJC staff also serve the City of Iowa City Neighborhood and Development Services Department, this budget reflects Iowa City specific funding for 0.5 FTE Administration and 1.0 FTE Transportation Planning specifically for Iowa City duties.

<sup>1</sup>Forecasts assume a 3% increase

<sup>2</sup>Student Interns are funded entirely by the University of Iowa

## Summary of FY20 Assessments

### Urban Communities

Iowa City	\$118,170
Johnson County	\$37,331
Coralville	\$32,923
North Liberty	\$31,865
Tiffin	\$3,390
University Heights	\$1,830
<b>SubTotal</b>	<b>\$225,509</b>

### Rural Communities

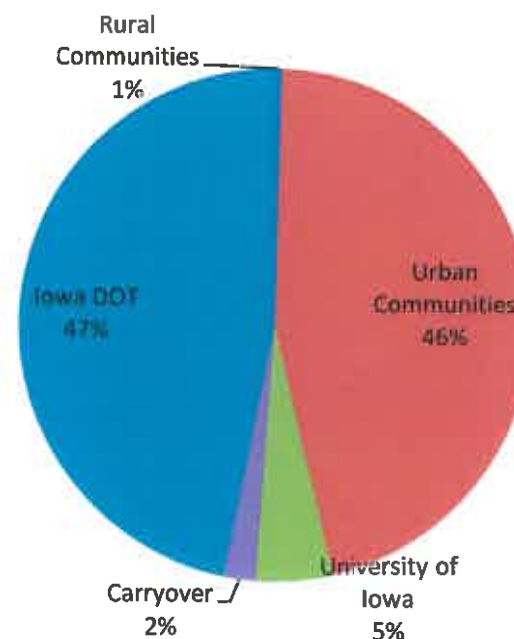
Solon	\$736
Lone Tree	\$470
Swisher	\$318
Oxford	\$292
Hills	\$254
Shueyville	\$209
<b>SubTotal</b>	<b>\$2,278</b>

### Other Sources

Iowa DOT	\$230,000
Carryover	\$10,000
University of Iowa	\$23,817
<b>SubTotal</b>	<b>\$263,817</b>

<b>Total</b>	<b>\$491,604</b>
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Percentage of MPO Budget by Source



Note: Figures do not include specific funding for Iowa City Neighborhood & Development Services, equivalent to 0.5 Administration Budget (\$77,556) and 1.0 FTE Transportation Planning (\$130,077).

# MPOJC Assessment Explanation



Urban Entity	Population	Population % Urban Board	Total Assessment <sup>4</sup>	% of Total MPO Budget	% of Total Assessments
Iowa City	67,862	52.40%	\$118,170	24.0%	51.9%
Johnson County	21,438	16.55%	\$37,331	7.6%	16.4%
Coralville	18,907	14.60%	\$32,923	6.7%	14.5%
North Liberty	18,299	14.13%	\$31,865	6.5%	14.0%
Tiffin	1,947	1.50%	\$3,390	0.7%	1.5%
U-Heights	1,051	0.81%	\$1,830	0.4%	0.8%
<b>Subtotal</b>	<b>129,504</b>	<b>100.0%</b>	<b>\$225,509</b>	<b>45.9%</b>	<b>99.0%</b>
Rural Entity <sup>1</sup>	Population	Population % Rural Board	Total Assessment <sup>4</sup>	% of Total MPO Budget	% of Total Assessments
Solon	2,037	32.32%	\$736	0.1%	0.3%
Lone Tree	1,300	20.63%	\$470	0.1%	0.2%
Swisher	879	13.95%	\$318	0.1%	0.1%
Oxford	807	12.80%	\$292	0.1%	0.1%
Hills	703	11.15%	\$254	0.1%	0.1%
Shueyville	577	9.15%	\$209	0.0%	0.1%
<b>Subtotal</b>	<b>6,303</b>	<b>100.0%</b>	<b>\$2,278</b>	<b>0.5%</b>	<b>1.0%</b>
<b>Total</b>	<b>135,807</b>	<b>100.0%</b>	<b>\$227,787</b>	<b>46.3%</b>	<b>100.0%</b>
Other Funding Sources					
Iowa DOT			\$230,000	46.8%	
Carryover			\$10,000	2.0%	
University of Iowa			\$23,817	4.8%	
		<b>MPO Total</b>	<b>\$491,604</b>	<b>100.00%</b>	
		50% Admin for Iowa City NDS <sup>2</sup>	\$77,556		
		1.0 FTE for Iowa City NDS <sup>2</sup>	\$130,077		
		<b>Total Budget<sup>3</sup></b>	<b>\$699,237</b>		

1. Assessment for Rural entities is 1% of the overall MPO assessment. Rural Board communities utilize MPO planning services but are not eligible for MPO grant funds.

2. 0.5 FTE of Administration Division and 1.0 FTE of Transportation Planning Division are for Iowa City related functions and are not reflected in assessments to other communities.

3. This budget does not include East Central Iowa Council of Governments (ECICOG) assessments.

4. Assessment figures may not reflect exact population percentages shown due to rounding.



Metropolitan Planning Organization of Johnson County

Date: January 23, 2019  
To: Urbanized Area Policy Board  
From: Kent Ralston, Executive Director *KJR*  
Re: Agenda Item #3(c): Consider approval of the FY20 Johnson County Assessments to the East Central Iowa Council of Governments

MPOJC collects East Central Iowa Council of Governments (ECICOG) dues for Johnson County entities, and forwards the funds to ECICOG. ECICOG assessments are calculated on a per-capita basis for the counties ECICOG serves, and we in turn calculate a per-capita assessment for each governmental entity within Johnson County. For FY20, ECICOG has proposed a 2% increase for all the counties it serves; this is reflected in the attached assessment schedule.

ECICOG is the designated Regional Planning Association for east-central Iowa, including Benton, Cedar, Iowa, Johnson, Jones, Linn, Tama and Washington Counties. ECICOG provides planning and grant administration services in the areas of community and economic development, housing, transportation, and solid waste management. More information about ECICOG can be found at [www.ecicog.org](http://www.ecicog.org). A member of ECICOG staff plans to attend our January 30 meeting to discuss ECICOG services and answer any questions you have.

Please consider approval of the FY20 East Central Iowa Council of Governments Assessment Schedule (attached). With approval, I will forward this to your staff for their records.

I will be at your January 30<sup>th</sup> meeting to answer any questions you may have.





# East Central Iowa Council of Governments FY20 Assessment Schedule For MPOJC Entities

Adopted January 30, 2019 by the:  
MPOJC Urbanized Area Policy Board  
MPOJC Rural Policy Board



Date: January 30, 2019

To: MPOJC Urbanized Area Policy Board  
MPOJC Rural Policy Board

From: Kent Ralston, Executive Director

Re: FY20 ECICOG Assessment Schedule

The East Central Iowa Council of Governments (ECICOG) is the Regional Planning Association for east-central Iowa, including Benton, Cedar, Iowa, Johnson, Jones, Linn, Tama and Washington Counties. ECICOG conducts planning and grant administration services in the areas of community and economic development, housing, transportation, and solid waste management. ECICOG is governed by a policy board including elected officials and citizen representatives.

In 2010, the Metropolitan Planning Organization of Johnson County (MPOJC) Urbanized Area Policy Board directed that the schedule of ECICOG assessments be considered separately from the annual MPOJC budget. ECICOG assesses counties on a per capita basis. In Johnson County, governmental entities are in turn assessed on a per-capita basis within Johnson County. ECICOG has proposed a 2% rate increase for all the counties it serves for FY20. This assessment schedule reflects 2010 Census figures for each community except for North Liberty which has an updated certified census as of 2016.

## East Central Iowa Council of Governments FY20 – FY22

<b>Expenditures</b>	FY19 <u>Actual</u>	FY20 <u>Proposed</u>	FY21 <sup>1</sup> <u>Forecast</u>	FY22 <sup>1</sup> <u>Forecast</u>
Payment to ECICOG	<u>\$62,722</u>	<u>\$63,977</u>	<u>\$65,257</u>	<u>\$66,562</u>

<b>Assessments</b>		General Assessment		Small Communities Planning Assistance		Total FY20 ECICOG Assessment	
<u>Community</u>	<u>Population</u>	<u>%</u>	<u>Assessment<sup>2</sup></u>	<u>%</u>	<u>Assessment<sup>2</sup></u>	<u>%</u>	<u>Assessment<sup>2</sup></u>
Iowa City	67,862	49.97%	\$26,407	--	--	41.28%	\$26,407
Johnson County (rural)	21,438	15.79%	\$8,342	--	--	13.04%	\$8,342
Coralville	18,907	13.92%	\$7,357	41.59%	\$4,629	18.74%	\$11,987
North Liberty	18,299	13.47%	\$7,121	40.26%	\$4,481	18.13%	\$11,601
Solon	2,037	1.50%	\$793	4.48%	\$499	2.02%	\$1,291
Tiffin	1,947	1.43%	\$758	4.28%	\$477	1.93%	\$1,234
Lone Tree	1,300	0.96%	\$506	2.86%	\$318	1.29%	\$824
University Heights	1,051	0.77%	\$409	--	--	0.64%	\$409
Swisher	879	0.65%	\$342	1.93%	\$215	0.87%	\$557
Oxford	807	0.59%	\$314	1.78%	\$198	0.80%	\$512
Hills	703	0.52%	\$274	1.55%	\$172	0.70%	\$446
Shueyville	<u>577</u>	<u>0.42%</u>	<u>\$225</u>	<u>1.27%</u>	<u>\$141</u>	<u>0.57%</u>	<u>\$366</u>
	135,807	100.0%	\$52,847	100.0%	\$11,130	100.0%	\$63,977

ECICOG is a multi-county regional planning agency which includes Johnson County. It is Region 10 in the state's system of regional planning agencies. Planning assistance is available through ECICOG to the small communities in Johnson County. All municipalities in Johnson County pay a population-based general assessment for the overall support of ECICOG. An additional planning assistance assessment is made to those communities which use ECICOG's planning services.

<sup>1</sup>Assumes a 2% increase

<sup>2</sup>Assessment figures may not equal exact percentages shown due to rounding



Date: January 23, 2019

To: Urbanized Area Policy Board

From: Kent Ralston, Executive Director *KRZ*

Re: Agenda Item #3(d): Consider appointments to the ECICOG Board of Directors

At your November meeting, we discussed the MPO communities responsible for appointments to the ECICOG Board of Directors for 2019. Per our bylaws, the entities responsible to appoint elected officials for 2019 include Johnson County, Solon, and Lone Tree. There is also one citizen appointment to the Board of Directors for which the MPO Board indicated a desire to reappoint Randy Laubscher (the current representative) for another year. Mr. Laubscher has indicated he would be willing to serve another appointment. The appointees from each entity include:

Johnson County: Rod Sullivan, County Supervisor

Lone Tree: Ruby Dickey, City Council  
Jon Green, Mayor (Alternate)

Solon: Mark Prentice, City Council  
Cami Rasmussen, City Administrator (Alternate)

Citizen Appointment: Randy Laubscher

Please be prepared to consider approval of the elected official appointments to the ECICOG Board of Directors. Please also consider approval of the reappointment of the citizen representative for another term.

I will be available at your January 30<sup>th</sup> meeting to answer any questions you may have.



Metropolitan Planning Organization of Johnson County

Date: January 23, 2019  
To: Urbanized Area Policy Board  
From: Kent Ralston; Executive Director *KJR*  
Re: Agenda Item #3(e): Discuss MPOJC Orientation opportunity for Board members

For new Board members, or current Board members who desire a refresher, I'm available to provide a short orientation explaining the designation and role of the MPO, services provided by the MPO, and the structure of the MPO.

Please be prepared to indicate if you are interested and I will identify possible dates that will work for a group orientation. I will be available at your January 30<sup>th</sup> meeting to answer any questions you have.



**Date:** January 9, 2019  
**To:** Urbanized Area Policy Board  
**From:** Brad Neumann, Assistant Transportation Planner  
**Re:** Agenda item #4(a): Consider approval of Federal Transit Administration Section 5307 Transit Operating Formula funding apportionment for FY2019 and Transit Statistics for FY2018

Iowa DOT has indicated that MPOJC has a total of \$2,587,277 available in FY2019 FTA Section 5307 operating assistance. This amount includes Small Transit Intensive Communities (STIC) funding. The funds are apportioned by MPOJC between Coralville Transit, Iowa City Transit, and University of Iowa Campus based on the MPO's local formula of 25% operating/maintenance cost, 25% locally determined income (LDI), 25% revenue miles, and 25% fare revenue. Last year the Board changed the definition of LDI to a transit agency's operating costs minus Federal Transit Administration (FTA) and State Transit Assistance (STA) funding. This allows the MPO's LDI to be consistent with state funding formulas and National Transit Data (NTD) reporting requirements.

The following tables show the proposed FY2019 apportionment, and for comparison, the FY2018 multipliers and apportionment. Also attached are the FY2018 Transit Performance Statistics. The local apportionment formula for FY2019 is based on these statistics. The FY2019 Section 5307 funds can be used for transit operating and capital expenses. Once approved the MPO will complete and submit the required annual FY2019 FTA Section 5307 applications for each transit system.

Staff is requesting Board approval of the proposed apportionment of the FY2019 FTA Section 5307 operating funds. The Transportation Technical Advisory Committee unanimously recommended approval of the apportionment at their January 22<sup>nd</sup> meeting.

If you have any questions or comments regarding this information, please contact me at 356-5235 or by e-mail at [brad-neumann@iowa-city.org](mailto:brad-neumann@iowa-city.org).

**Proposed FY2019 Section 5307 Operating Apportionment**

<b>System</b>	<b>Total Operating Cost</b>	<b>Locally Determined Income*</b>	<b>Revenue Miles</b>	<b>Fare Revenue</b>	<b>FY2019** Multiplier</b>	<b>FY2019 Apportionment</b>
<b>Coralville</b>	\$1,740,839 [.1371]	\$1,022,425 [.1199]	273,264 [.1342]	\$421,461 [.2369]	.1570	<b>\$406,203</b>
<b>Iowa City</b>	\$7,304,632 [.5755]	\$5,216,740 [.6118]	1,011,147 [.4967]	\$1,357,671 [.7631]	.6118	<b>\$1,582,896</b>
<b>CAMBUS</b>	\$3,647,419 [.2874]	\$2,288,073 [.2683]	751,506 [.3691]	\$0.00 [0.0000]	.2312	<b>\$598,178</b>
<b>TOTAL</b>	\$12,692,890 [1.000]	\$8,527,238 [1.000]	2,035,917 [1.000]	\$1,779,132 [1.000]	1.0000	<b>\$2,587,277</b>

\*Locally Determined Income is Total Operating Cost minus FTA and STA funding

\*\*Multiplier is an average of the percentages of the total operating costs, locally determined income, revenue miles, and fare revenue.

For comparison, here are last year's multipliers and apportionment:

**FY2018**

<b>System</b>	<b>Multiplier</b>	<b>Total Apportionment</b>
Coralville	0.1638	<b>\$409,131</b>
Iowa City	0.5997	<b>\$1,497,897</b>
CAMBUS	0.2365	<b>\$590,716</b>
<b>TOTAL</b>	<b>1.0000</b>	<b>\$2,497,744</b>

# SUMMARY TABLE OF FY2018 PERFORMANCE STATISTICS

Coralville Transit ♦ Iowa City Transit ♦ UI Cambus

Performance Factor	Coralville Transit			Iowa City Transit			UI Cambus	
	Fixed* Route	Paratransit*		Fixed** Route	Paratransit**		Fixed Route	Paratransit
Ridership	464,668	11,996		1,498,470	93,082		3,689,290	9,063
Total Operating Expense	\$1,392,912	\$347,927		\$5,318,260	\$1,986,372		\$3,433,670	\$213,749
Fare Revenue	\$398,921	\$22,540		\$1,179,893	\$177,778		\$0	\$0
Revenue Vehicle Miles	198,735	74,529		704,185	306,962		699,640	51,866
Revenue Vehicle Hours	16,428	5,884		53,953	31,733		71,653	10,191
Cost Per Ride	\$3.00	\$29.00		\$3.55	\$21.34		\$0.82	\$24.03
Cost Per Revenue Vehicle Mile	\$7.01	\$4.67		\$6.93	\$6.47		\$4.73	\$4.33
Cost Per Revenue Vehicle Hour	\$84.79	\$59.13		\$98.57	\$62.60		\$45.94	\$21.87
Farebox/Expense Ratio	0.29	0.06		0.22	0.09		0.00	0.00
Average Fare	\$0.86	\$1.88		\$0.79	\$1.91		\$0.00	\$0.00
Operating Deficit Per Trip	\$2.14	\$27.12		\$2.76	\$19.43		\$0.93	\$23.58
Riders Per Revenue Vehicle Mile	2.3	0.2		2.1	0.3		5.3	0.2
Riders Per Revenue Vehicle Hour	28.3	2.0		27.8	2.9		51.5	0.9

\* Includes North Liberty service


\*\* Includes University Heights service

Source: FY2018 Iowa DOT Statistical Reports





Metropolitan Planning Organization of Johnson County

Date: January 23, 2019  
To: Urbanized Area Policy Board  
From: Kent Ralston; Executive Director   
Re: Agenda Item #4(b): Update on Surface Transportation Block Grant & Transportation Alternatives Program grant funding process

Typically, the MPO conducts our competitive grant process for both Surface Transportation Block Grant (STBG) and Transportation Alternative Program (TAP) funds in the spring every other year. This biennial process has historically reflected the desire of both the MPOJC Transportation Technical Advisory Committee (TTAC) and the Urbanized Area Policy Board to allow two years of funding to be allocated at once – thereby allowing projects to receive larger funding awards.

However, due to uncertainty regarding changes in federal transportation legislation, the Iowa DOT was not prepared to allow us to proceed with our local TAP application process in 2017. Therefore, we now have two years of STBG funding available for allocation and four years (rather than the typical two years) of TAP funding available for our forthcoming grant process.

The grant process will follow this tentative timeline:

- February 1, 2019 – STBG & TAP applications distributed
- February 22, 2019 – Application submittal deadline (3 weeks to submit applications)
- March 12, 2019 – RTBC meets to provide recommendation on TAP projects
- March 26, 2019 – TTAC meets to provide recommendations on STBG/TAP projects
- April 3, 2019 – Policy Board meets to approve funding of STBG/TAP projects
- May 2017 – TTAC / Policy Board approve draft Transportation Improvement Program
- July 2017 – TTAC / Policy Board approve final Transportation Improvement Program

Staff anticipates that a total of approximately \$6.7 million in STBG funds will be available for allocation in FY23-24 and a total of approximately \$1.45 million in TAP funds will be available for allocation in FY21-24.

I will be at your January 30<sup>th</sup> meeting to answer any questions you may have.



**Date:** January 23, 2019

**To:** Urbanized Area Policy Board

**From:** Emily Bothell, Sr. Transportation Engineering Planner <sup>EB</sup>

**Re:** Agenda Item #4(c): Consider approval of Federal Functional Classification (FFC) designations for MPOJC Urbanized Area roadways

MPOJC staff has been working with the Iowa Department of Transportation (DOT) to update the Federal Functional Classification (FFC) system map for the Iowa City Urbanized Area. The functional classification system is a hierarchy of five roadway classes and identifies which roads are Federal-Aid Routes. The functional classification system's significance to MPO activities is that federal funding can only be spent on roadways functionally classified as collector, or higher, in the classification system.

Only 35% of the total road mileage in the Iowa City Urbanized Area can be listed on the FFC system map. Currently, the urbanized area is 11.97 miles under the 35% threshold. In the fall of last year, MPOJC staff solicited for roadways to be added to the FFC system map and received approximately 8.70 miles of roadways for consideration. Of the 8.70 miles of roadways requested, only 3.20 miles were 'pre-approved' by the Iowa DOT.

At their January 22, 2019 meeting the Transportation Technical Advisory Committee (TTAC) unanimously recommended amending the FFC system map to include the 3.20 miles of roadways that were 'pre-approved' by the Iowa DOT.

Please be prepared to consider the TTAC recommendation and authorize the Board chair to sign the attached resolution. The signed resolution will be submitted to the Iowa DOT indicating a formal request by the Board.

I will be available at the January 30<sup>th</sup> meeting to answer any questions you may have.

**Attachments:**

1. Table detailing Federal Functional Classification (FFC) amendment request
2. Resolution authorizing the amendment of the Federal Functional Classification (FFC) system map for the Iowa City Urbanized Area.

**Table 1: MPOJC Federal Functional Classification Amendment Request 2019**

NO.	ENTITY	STREET / ROUTE DESCRIPTION	IOWA DOT COMMENTS		FEDERAL FUNCTIONAL CLASSIFICATION CHANGE			
					MILES	FROM	REQUESTED	APPROVED
1	North Liberty	Kansas Avenue - W Penn Street to Forevergreen Road	Deny	The roadway is currently functioning as a local street.	2.10	LOCAL	U-COL	No Change
2	North Liberty	Saint Andrews Drive - Kansas Avenue to Jones Boulevard	Deny	The roadway is currently functioning as a local street. Cannot be classified until Kansas Ave is a collector.	1.00	LOCAL	U-COL	No Change
3	Coralville	Forevergreen Road - I-380 to 12th Avenue	Deny	The roadway is currently functioning as a collector.	2.40	U-COL	U-MA	No Change
4	Coralville	Coral Ridge Avenue - US Hwy 6 to James Street	Approve	Approve change to Urban Collector. The road is not functioning as a Major Arterial.	0.10	LOCAL	U-MA	U-COL
5	Coralville	10th Street - 22nd Avenue to 25th Avenue	Approve	Approve change to Urban Collector. This road is being used as a collector route to Coral Ridge Mall from 12th Ave.	0.50	LOCAL	U-COL	U-COL
6	Coralville	25th Avenue - Coral Ridge Mall Entrance to US Hwy 6	Approve	Approve change to Urban Collector with the potential to extend route to Coral Ridge Mall entrance.	0.20	LOCAL	U-COL	U-COL
7	Coralville	James Street - Coral Ridge Avenue to Camp Cardinal Boulevard	Approve	Approve change to Urban Collector. This road is being used as a collector route between US 6 and Camp Cardinal Blvd.	0.90	LOCAL	U-COL	U-COL
8	Iowa City	Kirkwood Avenue to S Capitol Street*	Approve	Approve change to Urban Minor Arterial to coincide with Urban Minor Arterial classifications in the area.	0.2	LOCAL	U-MA	U-MA
9	Iowa City	Taft Avenue – Lower West Branch Road to American Legion Road	Approve	Approve change to Urban Collector for southern 1.3 miles. Northern .5 miles is considered Rural FFC.	1.30	LOCAL	U-MA	U-COL

\*In the Community's Capital Improvement Program

**Total 'Pre-Approved' Mileage 3.20**

**Classified Miles Available 11.97**

U-MA: Urban Minor Arterial  
U-COL: Urban Collector

RESOLUTION NO. 2019-\_\_\_\_\_

**RESOLUTION AUTHORIZING THE AMENDMENT OF THE FEDERAL  
FUNCTIONAL CLASSIFICATION SYSTEM MAP**

WHEREAS, the Metropolitan Planning Organization of Johnson County is established under chapter 28E of the code of Iowa; and

WHEREAS, the Metropolitan Planning Organization of Johnson County is the designated metropolitan planning organization for the Iowa City Urbanized Area; and

WHEREAS, the Metropolitan Planning Organization of Johnson County Urbanized Area Policy Board, upon recommendation from the Metropolitan Planning Organization of Johnson County Transportation Technical Advisory Committee has determined it is reasonable to add select streets to the Metropolitan Planning Organization Federal Functional Classification system map.

NOW, THEREFORE, BE IT RESOLVED BY THE URBANIZED AREA POLICY BOARD OF THE METROPOLITAN PLANNING ORGANIZATION OF JOHNSON COUNTY, THAT:

The Metropolitan Planning Organization of Johnson County Urbanized Area Policy Board approved amending the Federal Functional Classification system map for the Iowa City Urbanized Area with the following:

1. Coral Ridge Avenue, from US Hwy 6 to James Street – add as a collector.
2. 10<sup>th</sup> Street, from 22<sup>nd</sup> Avenue to 25<sup>th</sup> Avenue – add as a collector.
3. 25<sup>th</sup> Avenue, from Coral Ridge Mall entrance to US Hwy 6 – add as a collector.
4. James Street, from Coral Ridge Avenue to Camp Cardinal Boulevard – add as a collector.
5. Kirkwood Avenue to South Capitol Street – add as a minor arterial.
6. Taft Avenue, from Lower West Branch Road to American Legion Road – add as a collector.

and to forward to the Iowa Department of Transportation.

It was moved by \_\_\_\_\_ and seconded by \_\_\_\_\_ the resolution be adopted. The motion \_\_\_\_\_ on a vote of \_\_\_\_\_ affirmative and \_\_\_\_\_ negative. Considered on this \_\_\_\_\_ day of January 2019.

\_\_\_\_\_  
Steve Berner, Chairperson  
MPOJC Urbanized Area Policy Board

Attest: \_\_\_\_\_  
MPOJC Executive Director



Metropolitan Planning Organization of Johnson County

Date: January 23, 2019  
To: Urbanized Area Policy Board  
From: Kent Ralston; Executive Director *KR*  
Re: Agenda Item #4(d): Discussion regarding participation in the 'Federal-Aid-Swap' whereby State funding could replace Federal funding for local road/bridge projects

Last year, House File 203 was signed into law permitting the Iowa Transportation Commission to allow what's commonly referred to as a "Federal-Aid-Swap". The swap (generally) is a process whereby road and bridge projects that would normally be funded with federal transportation dollars allocated by the MPO are instead 'swapped' for state funding – with the goal of minimizing federal regulations and streamlining local projects.

At their March 2018 meeting, the Transportation Technical Advisory Committee (TTAC) unanimously recommended participating in the swap. However, after lengthy discussion, the Urbanized Area Policy Board ultimately voted to 'opt-out' of the swap by a vote of 11-4. Of the Board's many concerns, Davis-Bacon wages, worker safety, and lack of data supporting the benefits of the swap were central to the discussion. MPOJC is currently the only MPO in the state not participating in the swap.

Similar to last year, unless our MPO chooses to 'opt-out' of the swap program, the Iowa DOT will assume we wish to participate. Due to the timeline regarding development of the MPOJC Transportation Improvement Program, a decision on swap participation will need to be made in March. Unfortunately, since the swap policy did not take effect until October 2018, the Iowa DOT was unable to provide details on project cost savings as a result of the swap. The Iowa DOT did however indicate that the project development timeline has been reduced by six months for most projects.

I have attached meeting minutes from your March 2018 meeting as well as the Iowa DOT's final swap policy language for your reference. Please review the attached information and be prepared to discuss your organizations' stance on this issue. The goal is to (again) have a discussion about the potential pros/cons of the policy with the limited information available and then be able to vote on participation in the swap at your March meeting. Please keep in mind that this policy would only affect Surface Transportation Block Grant (STBG) funding. Transportation Alternative Program (TAP) funding cannot be swapped at this time.

I will be at your January 30<sup>th</sup> meeting to answer any questions you may have.

## MINUTES

MPOJC Urbanized Area Policy Board  
Wednesday, March 28th, 2018 – 4:30 PM  
City of Coralville – Council Chambers  
1512 7<sup>th</sup> Street, Coralville, IA

**APPROVED**

MEMBERS PRESENT: Coralville: Tom Gill, Meghann Foster  
Iowa City: Susan Mims, Mazahir Salih, Pauline Taylor,  
Rockne Cole, Kingsley Botchway II, John Thomas  
Johnson County: Lisa Green-Douglass, Mike Carberry  
North Liberty: Terry Donahue, Chris Hoffman  
Tiffin: Steve Berner  
University Heights: Louise From  
University of Iowa: Jim Sayre  
ICCSA: Lori Roetlin

STAFF PRESENT: Kent Ralston, Brad Neumann, Emily Bothell, Sarah Walz, Kelly Brockway

OTHERS PRESENT: Stuart Anderson (Iowa DOT), Cathy Cutler (DOT District 6), Dan Holderness (City of Coralville)

### 1. CALL TO ORDER

Berner called the meeting to order at 4:30 PM.

#### a. Recognize alternates

All members were present.

#### b. Consider approval of meeting minutes

Motion to approve was made by **Donahue**; **Gill** seconded. **The motion was unanimously approved.**

#### c. Set date of next meeting

The next meeting was set for Wednesday, May 30<sup>th</sup>, hosted by Iowa City.

### 2. PUBLIC DISCUSSION OF ANY ITEM NOT ON THE AGENDA\*

No public comment was presented.

### 3. TRANSPORTATION PLANNING

#### a. DOT staff presentation and consider action on whether to participate in the Federal-Aid-Swap whereby State funding could replace Federal funding for local road/bridge projects

Ralston stated that for several months staff has been updating both the Transportation Technical Advisory Committee (TTAC) and the Board regarding the pending swap. It was highly encouraged after the last meeting for members to have discussions with their respective city staff to gain a stronger understanding of how the swap might affect their respective entities. Unless the Board specifically chooses to opt-out of the swap program, the MPO will automatically participating in the Federal-Aid-Swap.

Ralston introduced Stuart Anderson from the Iowa DOT (Director of Programing, Planning, and Modal Division), to provide the Board with a presentation with an overview and to answer questions about the swap.

a. Presentation

Anderson stated that many other states, Midwest included, have already implemented Federal-Aid-Swap programs. The swap helps small local jurisdictions, with smaller staffs, complete projects faster by minimizing the additional regulations and requirements attached to Federal funding. The concept of the swap is to have the same amount of federal funding exchanged for state funding at the DOT level. The reduced project development requirements in this swap process can reduce the project development cycle by at least six months for local projects.

Anderson addressed that in previous discussions others did express concern about the swap bypassing federal aid requirements. The swap will not change the amount of funding for projects nor the number of upcoming projects in the state of Iowa. Anderson proceeded to open the floor to any questions of concerns from the Board members.

Douglass asked for clarification on which federal regulations the swap would circumvent. Anderson mentioned State requirements would replace the federal requirements. Anderson stressed the time savings component of the project development process. Federal oversight requirements that would be replaced include the review of material certification, Davis-Bacon, financial record oversight, and By-American certification.

Salih asked for clarification of the employment requirements under swap projects. Anderson stated while Davis-Bacon would not be required, that the leading process would remain the same.

Carberry asked for more information regarding environmental review. Anderson mentioned that most federal and state requirements apply to projects regardless the funding source. The shift in the National Environmental Policy Act (NEPA) documentation process will allow other Federal organizations besides the DOT to take the lead in documentation, such as the Core of Engineers. Otherwise environmental review will not change.

Cole asked what the new wage standard the State will apply to projects, if the Davis-Bacon is not applied. Cole also asked what the expectation for wages will be on these swapped projects. Anderson stated that swap projects would have the same wage requirements associated with state and local funding the current projects have. At this time, there is not a prediction for an increase or decrease in future wages.

Donahue asked if the Board could set their own wage requirement. Anderson stated that wages would defer to the local council requirements.

Gill expressed his concern about growth potential for Coralville and the potential that wages could increase with the increased number of projects within the area.

Botchway II asked how many projects, statewide, would qualify for the swap within the next year. Anderson stated that at this moment there could not be a definite answer until the final programs from each RPA and MPO are summited. Typically, this MPO averages one federal aid project a year. Ralston clarified that there has been at least one project a year for the past 5 -10 years. A draft of the Transportation Improvement Document (TIP), which programs all federal and state funding for projects within the

urbanized area, will be presented to the Board at the next meeting.

Taylor also expressed concerns about safety requirements, such as OSHA, and how speeding up projects could bypass safety requirements on these projects. Anderson stated that safety requirements have not been an expressed concern. OSHA and jobsite requirements will still exist on all projects within the state, regardless of the funding source. There are strict design standards and guidance for all projects that are development.

Ralston clarified that the Board could not set their own prevailing wage requirement for MPO projects within the area. This determination came from a supreme court case with Polk County.

Douglass expressed concerns about missed classification and subcontractors oversight when regulations are taken away. Anderson stated that most projects are currently developed with state and city funding. The swap allows the county/city to administer a federal project in this way. The DOT has not heard concerns of local administration on state funded projects.

Carberry asked for a quantifiable number of savings the swap would save on federal projects. Hoffman stated that staff would save time, which saves tax payer dollars. The unemployment rate is very low in Johnson County and the State of Iowa, which helps hold contractors accountable to complete projects by the expected deadline. Hoffman asked if there is any evidence to show the difference in wage rates between what would happen under Davis-Bacon and the current prevailing wage.

Salih asked Anderson how much time would be saved on the federal projects. Anderson responded that the project development process has shortened by six months for swapped projects.

Berner asked if there were any statistics on whether other MPOs or RPAs have opted-in or opted-out. Anderson responded there the DOT does not have statistics for other states; but in the 27 organizations in Iowa, this is the only MPO that discussing opting-out.

Gill asked Anderson if the opting-in or -out process was annual. Anderson responded that the swap process would be an annual renewal program for each organization. The DOT is intending to quantify and track cost savings, benefits, and any issues of the swap program.

Sayre asked for clarification in which every federal dollar that comes to the state, the same amount will be subject to the Davis-Bacon act even if we do not participate in the swap. Anderson responded with yes.

Ralston did clarify that all the other MPOs and RPAs in Iowa were planning on opting-in to the swap program. The TTAC committee had unanimously recommended that the Board participate in the swap.

Thomas stated the Davis-Bacon has been in place since 1931.

Berner asked if there were any public comment regards to this agenda item. There were three public comments.

Bill Gilhart stated that without Davis-Bacon, the only other form of wage protection workers have is minimum wage regulations. Contractors are also required to have a certified payroll under Davis-Bacon that stops misclassification of workers and wage



theft. Gilhart presented the Board with two documents. The first of the prevailing wage literature what is included in projects with Davis-Bacon. He stated that the fringe benefits can be used only for health insurance, retirement, and training. The second document included information pertaining to the results of states removing their individual state Davis-Bacon laws.

Douglass asked Gilhart to further explain what misclassification means and how it happens. Gilhart stated that misclassification is when a worker is titled as an independent contractor and not an employee. The original contractor is not obligated to pay social security, workers compensation, or unemployment.

Cole pointed out on page 3, from the second document from Gilhart, the fatality rate and wage labor laws correlation. Cole asked Gilhart if his organization had any numerical statistics for safety rates without the prevailing wage standard within Iowa. Gilhart did not have a numerical prediction on safety implications of the swap in Iowa.

Eric Schmidt presented his support for the Board to opt-out of the swap process. The swap is avoiding federal environmental regulations for secondary roads and bridges, Davis-Bacon, and the By-American act.

Dale Ballsinger expressed his support for keeping Davis-Bacon and By-American regulations for future projects within the area.

b. Board action

Berner closed public comment. Motion to opt-out of the Federal-Aid-Swap was made by **Carberry**; **Douglass** seconded. Sayre accused himself from the vote.

From stated she supports the TTAC and University Heights' staff recommendation and for opting-in to the program.

Hoffman expressed his concern between the time savings for his city staff and the consequences for removing the federal requirements.

Cole stated that there has not been any imperial data on the savings presented to the Board about the swap, health and safety standards, or wage standards. While changes to safety and lower wages might not be seen immediately, over time these built up standards can become reduced. Also, the Board cannot set project wage agreements or standards.

Botchway II expressed his support in opting-out for one year to see the data from the rest of the state before we make the decision to join as well. While city staff stress the time savings the swap would produce, there is typically only one eligible project a year.

Carberry stated his support in opting-out due to concerns of the safety and wages for the construction workers. Carberry did mention that his county engineers and staff had shown support for opting-in to the swap.

From and Berner expressed their support in opting-in to the swap for the benefits smaller communities would experience. The swap would save significant time on projects, reduce costs for city staff, and save tax payer dollars. Both communities' city staff supported opting-in to the swap as well.

Gill stated his support for opting-in due to the reduction in time for major projects, faster completion, and minimizing the safety hazards for dangerous projects. The reduction in time would significantly increase public safety on I-80, I-380, and HWY 965.

Taylor expressed concerns about expediting major projects and allowing them to be under local and state regulations.

Cole asked Ralston if the MPO had an estimate of delay on projects if the Board chooses to opt-out of the swap. Ralston stated that the MPO does not at this moment. The TIP document is currently being drafted. However, any project that has already been deemed federalized by the DOT, would not be eligible for the swap, like the current I-80/I-380 project. But, the associated auxiliary projects, that will be in upcoming TIP, could qualify for the swap.

Salih stated her support in opting-out due to worker implications. This included current conditions of misclassification and treatment of workers and the consequences of removing the federal requirements of future projects.

Mims asked Anderson if the DOT was planning on consolidating the federally funding into a few larger projects across the state under the swap program.

Anderson responded that the federal funding would still be spread across the state to multiple regions and projects. The swap would allow some small and medium sized projects, like bridge replacements, to now be funded with federal funds.

Mims asked Anderson how the DOT plans to allocate the federal funding under the swap process. Anderson stated that decision will be at the individual MPO and RPA level. The road and bridge projects that are included within each developed TIP program would be considered eligible. The transit projects, that receive federal funding, would not be eligible for the swap program because the state does not have allocated funds for transit projects.

Cole asked Ralston if the swap would be applicable and speed up the 6-lane expansion of I-80 and I-380. Ralston stated those projects have already been federalized and would remain under the federal requirements and processes.

Donahue asked the public union representatives if they could provide an estimate of how many union workers identify as a minority. Gilhart estimated that out of the 16 unions, minorities make up approximately 20% of the union labor force. Donahue expressed his concern on the conflict of supporting unions against providing ample opportunities for minorities to advance as well.

Gilhart stated under the Davis-Bacon, the workers do not have to be union to receive the livable wage requirement. When Davis-Bacon is applied to a project, it includes all workers on the project. In Iowa, the heavy highway industry market share of union construction is approximately 15-20%. The bulk of Iowa construction workers that are receiving the benefit of the Davis-Bacon wage requirement are open shop contractors and open shop workers.

Mims stated her support for opting-out of the swap to gain a better understanding of the rules, savings, and implications the swap. Mims acknowledged the complexity of this agenda item and indicated her decision between following staff recommendations and considering the removal of federal requirements. The repercussions of cost savings, local wage impacts, safety, and quality of constructions are all unknown.

Foster stated her support for opting-out for one year to make sure this economic impact is beneficial to everyone involved on projects, to see the impact of overall safety, if other areas are still supporting livable wages, and environmental regulations are still in place.

Thomas expressed his support in opting-out. Reasons included that a majority of other states do not have a swap program, Davis-Bacon legislation has been around for over 87 years, and opting-out will provide more comparative data about the swap for Iowa.

Donahue called for the vote on the previous motion made by Carberry. Ralston clarified that the motion was to opt-out of Federal-Aid-Swap. **The motion was approved with four dissenting votes made by Berner, From, Donahue, and Gill and one abstention vote by Sayre.**

b. Consider approval of the Locally Determined Projects list for the FY2019 MPOJC Transportation Planning Work Program

Ralston stated that MPOJC compiles a list of projects for the upcoming fiscal year each spring in the Transportation Planning Work Program. This is required by the Federal Highway Administration and the Iowa DOT. We utilize the program to schedule and plan ahead for data collection and research necessary to complete the projects. Attached in the agenda packet is the list of work program projects that have been received to date from TTAC members and other respective staff.

The MPO is aware that other projects and data collection needs come up during the year. While the MPO usually is able to fit smaller unscheduled projects into our work program. More significant projects proposed during the year may not be able to be completed and would be brought to the Board at the time.

Ralston asked the Board to review the list of the attached projects. TTAC had unanimously recommended approval of the projects list at their March 20<sup>th</sup> meeting. The full work program will be presented to the Board at the next meeting for consideration.

Motion to approve was made by **Botchway II**; **From** seconded. **The motion was approved unanimously.**

c. Consider approval of FY2019 MPOJC Transit Program of Projects

Neumann informed the Board that Coralville Transit, Iowa City Transit, and University of Iowa Campus have programmed projects for Federal Transit Administration (FTA) funds in FY2019. The Transit Program of Projects includes all the anticipated federally funded projects for all three transit systems, and is a federal requirement. Not every project will be funded. In order to be eligible for funding, projects must be included in the Program of Projects. The MPO has published a public notice regarding the FY2019 Transit Program of Projects and is requesting public comment from the community.

The FY2019-2022 TIP will include the FY2019 Iowa DOT's Consolidated Transit Funding applications, for each transit system, in the Transit Program of Projects. This information is being distributed to the Board for review. It will be included in the draft FY2019-2022 MPOJC TIP in May. The final TIP will be prepared for Board approval in late June or early July. Neumann stated TTAC had unanimously recommended approval of the FY2019 MPOJC Federal Transit Program of Projects.

Motion to approve was made by **Gill**; **Cole** seconded. **The motion was approved unanimously.**

d. Update on CRANDIC passenger rail study

Neumann provided the Board with the previously requested IOWA DOT methodology for forecasting autonomous vehicle and passenger rail ridership along the I-380 corridor.

## Federal-Aid Swap Policy

- **Planning and Programming**
  - Participation in federal-aid swap - Each Regional Planning Affiliation (RPA) and Metropolitan Planning Organization (MPO) is assumed to be a participant in the swap program unless their policy board decides otherwise. If participating in swap, all eligible projects must be swapped. In rare circumstances, an exception may be considered.
  - Federal funding will be swapped with Primary Road Funds on a dollar-for-dollar basis.
  - Funding eligible to be swapped – eligible road and bridge projects from the following federal funding programs
    - Surface Transportation Block Grant (STBG)
    - Congestion Mitigation and Air Quality Improvement (CMAQ): Projects awarded to cities and counties through the Iowa's Clean Air Attainment Program (ICAAP)
    - Highway Safety Improvement Program (HSIP) - Secondary: County projects allocated through the HSIP – Secondary program
  - Programming
    - STBG funds are allocated based on FAST Act Implementation Policies adopted by the Commission in September 2016.
    - With the exception of dedicated county and city bridge funds, RPAs and MPOs will continue to develop a program based on their available STBG funding. Programmed road and bridge projects will be swapped with Primary Road Funds and non-road/bridge projects will move forward as federal-aid projects.
    - Dedicated city and county bridge program funds will not be programmed by RPAs or MPOs. However, they will still need to be entered into the project tracking database (TPMS).
    - The full amount of accumulated STBG balances will not be fully available to be swapped in the first year due to Primary Road Fund cash flow constraints. It is expected the full draw down of those balances can be accomplished within four years of swap implementation. Therefore, the RPA/MPO development of their program of projects should take this into account. Iowa DOT will work with each RPA and MPO during the program development process to effectively drawdown the STBG balances. **In order to do this successfully, it is critical that the projects included in the first year of the program are expected to be developed and let in that year.**
  - Match requirements
    - Unless specifically required by the grant program (see below), Iowa DOT will not require match and will reimburse funds at 100 percent up to the programmed amount.
    - For county Highway Bridge Program projects, the Iowa DOT will not require match and will reimburse funds at 100 percent up to the contract amount.
    - Match requirements for ICAAP, HSIP-Secondary, and city bridge program projects continue to apply based on program guidance.
    - Individual MPOs and RPAs can require match but Iowa DOT will not monitor those requirements.
  - System Eligibility (STBG)
    - Road projects must be on roads with a federal functional classification of Minor Collector or higher in rural areas, all Farm-to-Market routes, and Collector or

higher in urban areas. Individual MPOs and RPAs can be more restrictive with system eligibility.

- Bridge project eligibility remains the same as exists today for federal-aid bridge projects. This is to assure consistency required for meeting the Off-System Bridge Waiver verification.
- Projects cannot already be “federalized” (e.g. any federal authorization, any environmental concurrence, any other federal action) and then swapped. Once a project is “federalized” it must continue to follow the federal-aid project development process. A project is typically not “federalized” just by having been included in a Statewide Transportation Improvement Program (STIP); however, in limited situations based on the level of federal involvement, a project could be federalized. This will be determined on a project-by-project basis as draft programs are developed.
- Implementation date – Swap will be implemented with the Federal Fiscal Year 2019 program year that begins October 1, 2018.

- **Environmental**

- Local public agencies participating in the Federal-Aid Swap shall continue to follow all necessary and applicable state and federal requirements, including but not limited to permitting and consultation as needed with the United States Army Corps of Engineers, United States Fish and Wildlife Service, Iowa Department of Natural Resources, Iowa Department of Cultural Affairs/State Historic Preservation Officer, Native Sovereign Tribes and Nations, and Office of the State Archaeologist. The Iowa DOT will continue to assist these local public agencies in achieving compliance or acquiring a permit, as staff and technical expertise are available.
- Environmental and cultural resource oversight shall be verified through the local public agency providing a project development certification and all applicable documentation to ensure that identification, evaluation, avoidance, and mitigation actions have been taken.

- **Project Development/Construction**

- All swapped projects will continue to be let through the Iowa DOT.
- Swap funds can only be used on road and bridge construction projects.
- Preliminary engineering and construction engineering are eligible for swap as part of a construction project. However, the use of swapped funds for these activities is not encouraged.
- Project funds will be provided to the local public agency on a reimbursement basis.
- The Iowa DOT will review contract documents for conformance to the Department standard for letting.
- The Iowa DOT reserves the right to review projects during construction.



Metropolitan Planning Organization of Johnson County

**Date:** January 23, 2019

**To:** Urbanized Area Policy Board

**From:** Brad Neumann, Assistant Transportation Planner

**Re:** Agenda Item #4(e): Update on the MPOJC FY20 Transportation Planning Work Program and FY20-23 Transportation Improvement Program

### **FY20 Transportation Planning Work Program**

The *Transportation Planning Work Program* is a document developed each year to identify projects which will be addressed by MPOJC the following fiscal year. The Work Program is developed in a coordinated effort involving the Transportation Technical Advisory Committee, Iowa Department of Transportation (DOT), and Urbanized Area Policy Board. Annual Work Program items include all state and federally required planning processes and documentation, ongoing and routine projects, and special projects requested by member entities.

We will begin soliciting for FY20 Work Program projects in February. If you have special projects in mind for the FY20 Work Program, please feel free to discuss them with any MPO staff person. The draft Work Program must be submitted to the Iowa DOT, Federal Highway Administration (FHWA), and the Federal Transit Administration (FTA) by April 1. The Urbanized Area Policy Board will approve the final Work Program in May.

### **FY20-23 Transportation Improvement Program**

The MPOJC *Transportation Improvement Program* (TIP) is the programming document for federally funded transportation improvements within the Iowa City Urbanized Area. This document includes federally funded transportation projects for all modes of transportation such as streets, highways, bicycles, transit, and pedestrian projects.

The importance of the TIP is that it formalizes the specific projects to receive federal funds, and the year in which the projects receive funding. The MPOJC Urbanized Area Policy Board considers approval of the annual TIP after receiving a recommendation from the Transportation Technical Advisory Committee. MPOJC will be allocating new Surface Transportation Block Grant (STBG) and Transportation Alternatives Program (TAP) funding in 2019. MPOJC anticipates allocating approximately \$6.7 million in STBG funding to be programmed in FY23-24 and \$1.45 million in TAP/TAP Flex funding to be programmed in FY21-24. The TAP/TAP Flex funding amount is higher than normal due to not having apportioned these funds since 2015. Due to changes in federal transportation legislation the Iowa DOT made changes to the TAP program and did not allow any apportionments to take place during our last funding project cycle in 2017.

In July, the Urbanized Area Policy Board will consider adopting the FY20-23 TIP. In preparation for public review of the draft TIP, staff will work with member entities to ensure projects are programmed in the appropriate fiscal year.

Feel free to contact me at 356-5253 or [brad-neumann@iowa-city.org](mailto:brad-neumann@iowa-city.org). I will be at your January 30 meeting to answer any questions you have.

cc: Kent Ralston





Date: January 23, 2019

To: Urbanized Area Policy Board

From: Brad Neumann, Assistant Transportation Planner

Re: Agenda item #4(f): Update on CRANDIC Passenger Rail and Rails-to-Trails Studies

**Phase III - Iowa City to North Liberty Passenger Rail Conceptual Feasibility Study:**

After reviewing the results of the Phase II Passenger Rail Study, several MPOJC entities chose to move forward with a Phase III study. The intent of the Phase III study is to focus on ridership, revenue forecasts, financial strategies, benefits to the community, and conceptual station design. Funding for this study comes from the City of Iowa City, the City of Coralville, Johnson County, the University of Iowa, CRANDIC Railroad, and the Iowa Department of Transportation (DOT).

Currently, MPOJC staff is working with the Iowa DOT, CRANDIC, and HDR Consulting to resolve differences with the Federal Transit Administration (FTA) regarding the proposed ridership model and methodology used for the study. Accurate ridership projections are essential in developing financial forecasts and preparing future FTA passenger rail development grants. MPO staff hopes to have the issues resolved soon. The Phase III study was scheduled to be completed by December of 2018. However, with the model issues unresolved the completion date of the study is unknown at this point.

**Rails-to-Trails Study:**

In early 2018, several MPOJC entities directed MPO staff to work with HDR Consulting in developing a scope and a cost estimate for a rails-to-trails study in the CRANDIC corridor between Iowa City and the University of Iowa's Research Park (Oakdale). Iowa City, Coralville, Johnson County, and the University of Iowa are provided funding for this study.

The intent of this study is to provide an additional option that could be used to preserve the existing CRANDIC rail corridor for future use if passenger rail service is not implemented. The study includes:

- A description of the federal regulations and process of railroad abandonment, railbanking, permissible uses, and the potential reactivation of the corridor for future passenger rail service.
- Typical rails-to-trails characteristics and the feasibility of the CRANDIC corridor to accommodate a rails-to-trails conversion.
- A description of the connectivity of a trail in the CRANDIC corridor with existing trails and connections to known future trails.

- A description of potential liability issues that railroads typically consider when converting from rail usage.
- Estimate probable conceptual costs to develop trail infrastructure on the CRANDIC corridor. The cost estimate includes removal of the existing rail infrastructure, bridge and culvert improvements, roadway crossings, trail construction, and professional services.

The draft study has been completed and submitted to the MPO for review. Once finalized, staff will forward the study to stakeholders for reference. I will be at the January 30 meeting to discuss this item.

cc: Kent Ralston





**Date:** January 23, 2019  
**To:** MPOJC Urbanized Area Policy Board  
**From:** Sarah Walz; Assistant Transportation Planner *SW*  
**Re:** Agenda Item #5(a) Report on the Severson Cup Charity Challenge; Award Severson Cup

During the 2018 holiday season, MPOJC entities once again joined together in memory of Linda Severson, former Human Services Coordinator, with the Severson Holiday Charity Challenge. This friendly competition between MPO entities encourages contributions to local charitable organizations chosen by each entity with the "winner" of the Severson Cup selected on the basis of increased giving over their previous year of participation.

Overall, 2018 contributions were up 14% over 2017. This year's donations were directed to all three area food pantries in Coralville, North Liberty, and Iowa City in addition to the Joan Buxton Children's Aid Fund, and Valley View Lodge (a Shelter House Fair Weather Lodge).

North Liberty is the winner of the 2018 Severson Challenge as their staff more than tripled their previous contribution to the North Liberty Food Pantry.

MPO staff wish to thank all the communities for their participation this year. A press release announcing the winner of this year's trophy will be issued following your January meeting.

I will be present at your meeting to answer any questions you may have.