



Metropolitan Planning Organization of Johnson County

MEETING NOTICE

MPOJC Urbanized Area Policy Board
Wednesday, January 29, 2020 – 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 1, tentatively hosted by North Liberty)

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

3. Administration

- a. Report from nominating committee for 2020 MPOJC Board officers
 - i. Consider action
- b. Consider approval of the FY21 MPOJC Budget and financial forecast
- c. Consider approval of the FY21 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
- f. Discuss and consider appointing representatives to a MPOJC Bylaws review committee
- g. Consider appointment of a representative to the Statewide Urban Design and Specifications (SUDAS) Board of Directors

4. Transportation Planning

- a. Consider approval of Federal Transit Administration Section 5307 Transit Operating Formula funding apportionment for FY2020 and transit statistics for FY2019
- b. Discuss changes to the Iowa DOT pavement data collection program
- c. Update on the MPOJC FY21 Transportation Planning Work Program and FY21-24 Transportation Improvement Program
- d. Update on CRANDIC Passenger Rail Study
- e. Update on MPOJC Census boundaries review

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

DRAFT

MPOJC Urbanized Area Policy Board

Wednesday, November 13, 2019 - 4:30 PM

Johnson County Health and Human Services Building, 2nd Floor Conference Room
855 S. Dubuque St, Iowa City, IA

MEMBERS PRESENT: Coralville: Tom Gill, Meghann Foster
Iowa City: Mazahir Salih, Pauline Taylor, Bruce Teague, John Thomas, Eleanor Dilkes
Johnson County: Pat Heiden
North Liberty: Terry Donahue, Chris Hoffman
Tiffin: Steve Berner
University Heights: none
University of Iowa: Erin Shane
ICCSD: Ruthina Malone

STAFF PRESENT: Kent Ralston, Brad Neumann, Emily Bothell, Sarah Walz, Frank Waisath

OTHERS PRESENT: Greg Parker (Johnson County)

1. CALL TO ORDER

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

a. Recognize alternates

Ruthina Malone was recognized as an alternate for Lori Roetlin of the Iowa City Community School District. Eleanor Dilkes was recognized as an alternate for Susan Mims (Iowa City).

b. Consider approval of meeting minutes

Motion to approve was made by Gill, Donahue seconded. **The motion carried unanimously.**

c. Set next Board meeting date, time and location (January 29, tentatively hosted by Iowa City)

The next meeting was tentatively set for Wednesday, January 29th, hosted by Iowa City.

2. PUBLIC DISCUSSION OF ANY ITEM NOT ON THE AGENDA

Ralston thanked Lori Roetlin and Rockne Cole, two outgoing board members, for their service on the Board and presented certificates of appreciation.

3. ADMINISTRATION

a. Appoint nominating committee for Calendar Year 2020 Urbanized Area Policy Board officers

Ralston indicated that a three-person nominating committee is responsible for nominating the Urbanized Area Policy Board Chair and Vice-Chair. The current Chair and Vice-Chair, Steve Berner of Tiffin and Terry Donahue of North Liberty, have reached their two-year term limits. Ralston further expressed that it is preferred that the three members of the nomination committee represent different communities.

Tom Gill, Mazahir Salih, and Erin Shane volunteered to serve on the nominating committee. Ralston indicated that there is no defined rotation of communities which serve as officers. The nominating committee will be contacted prior to the January 29th meeting for their recommendations.

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

Ralston explained that each January, the MPOJC Urbanized Area Policy Board nominates three representatives to the ECICOG Board of Directors as well as one citizen representative. Appointments are made according to rotations identified in the MPOJC Bylaws. One seat represents the two largest entities in Johnson County and alternates every other year, with the 2020 seat scheduled to be filled by Iowa City. Another seat represents the third through fifth largest entities in Johnson County - currently occupied by Solon and scheduled to be filled by Coralville. A third elected official seat rotates between the remaining seven entities in Johnson County - currently held by Lone Tree and scheduled in 2020 to be represented by the City of Tiffin. The current citizen seat has been held for two years by Randy Laubscher. There is no term limit for this seat. Ralston indicated that he would reach out to each community scheduled to designate a representative at the January meeting.

Taylor expressed that Laubscher is a prepared and effective representative and that an offer to continue his status on the Board should be extended. This was seconded by Donahue.

Ralston also stated that Rod Sullivan (Johnson County Board of Supervisors) mentioned the year-long seat limits create an impediment to successful participation and familiarization with board processes and that it may be advantageous to amend the bylaws to extend term lengths. Ralston expressed, however, that such amendments would need to be approved by both the UAPB and the Rural Policy Board which meets once annually. This will be discussed at future Board meetings.

c. Preliminary discussion of FY21 MPOJC Budget

Ralston stated that MPOJC is under the administration of the City of Iowa City and follows budgeting procedures regarding salary and benefit schedules as established by the City. Capital expenses for FY21 are like past years and include expenses for equipment replacement and software upgrades. Changes in staffing levels were made a few years back and will be maintained.

Ralston noted an anticipated increase of 6.5% in the MPOJC budget to a total of \$740,000 - \$745,000 for FY21, primarily reflecting increases in employee salaries and benefits. As in past years, approximately \$230,000 in funding from the DOT will be used to supplement

the budget. Internal carryover from previous fiscal years will further supplement the budget.

4. TRANSPORTATION PLANNING

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

Ralston established that the Federal Highway Administration requires each MPO to set safety targets pertaining to five performance measures within the Highway Safety Improvement Program and report them to the Iowa DOT by February 27th of each year. For each measure, the Board will need to determine whether MPOJC is to follow the State's targets or if independent targets should be established.

Ralston indicated that staff recommends adoption of the State's targets. However, the opportunity to establish local targets is still possible before the February submission deadline. The Transportation Technical Advisory Committee unanimously recommended adoption of the State's targets in their meeting the previous week.

Teague moved to adopt the State's targets. Heiden seconded. **The motion passed unanimously.**

b. Update on the Metro Area Bike Master Plan

Walz indicated that the MPO is currently in the process of updating the Metro Area Bike Master Plan. Iowa City adopted their own Bike Master Plan in 2017, so this Metro plan will focus on the rest of the metro communities. North Liberty and Coralville have worked to establish paved trails and other bicycle facilities, and the update in the plan will focus on providing linkages between the MPO communities. Walz further expressed that the update to the plan will provide continuity guidelines regarding wayfinding signage, youth education, and general municipal regulations concerning bicycle traffic.

Current infrastructure projects include a trail connection to Tiffin, which will complete trail linkages between all MPO communities. This connection will follow the completion of the I-80/I-380 interchange. Johnson County is currently completing trail connections north to Linn County, providing connections to the Cedar Valley Trail. These larger-scale trail corridors will provide the opportunity for bicycle tourism and increased recreational opportunities between communities.

c. Update on the MPO Trail Count Program

Walz explained that counts of trail users are completed annually based on a list of locations approved by the Regional Trails and Bicycling Committee. Counts are executed at key trail locations every two to three years, scheduled between May and October. Points are measured for week-long periods and observations are analyzed with consideration for weather conditions and surrounding road and trail closures.

Walz indicated that there have been positive trends showing increased trail usage along key recreational corridors, including at the Terry Trueblood Recreation Area and along the North Dubuque Street Trail.

Hoffman inquired about the accessibility of trail count data for community members and individual jurisdictions. Walz explained that trail count data is shared with the communities and respective staff members and that count locations are generated by representatives to the TTAC. Ralston further indicated that while UAPB members have not historically provided input into prospective count locations, there is nothing prohibiting them from suggesting locations for count scheduling.

d. Update on the CRANDIC Phase III Passenger Rail Study

Neumann explained that while Phase III was scheduled to be complete in December of 2018, there were issues surrounding the ridership models used by HDR Consulting which required approval from the Federal Transit Administration in Kansas City. An on-board survey will be performed over the coming weeks on bus routes serving the University of Iowa to obtain origin and destination information. The Cambus Research Park route and Coralville 10th Street, Lantern Park, and Express routes serve the same traffic market as the proposed passenger rail.

Neumann noted that the study should be completed by February 2020.

5. OTHER BUSINESS

a. Update from Johnson County staff on significant community projects

Parker distributed the scheduling of construction projects for the coming fiscal years for Johnson County. Funding source, expected completion, and project title were all included in a spreadsheet shared with members of the Board. A map was distributed highlighting the corresponding locations of projects enumerated in the spreadsheet. Parker noted that the construction program has been approved by the Johnson County Board of Supervisors and will be amended this coming March to include upcoming construction projects.

Parker identified the 120th St project as a carryover from last year due to weather issues delaying the construction process. The Herbert Hoover Highway Project has combined Phases 1 and 2 together to expedite construction, which is scheduled to be completed in the coming construction season.

b. Discuss the 'Severson Charity Challenge' for this holiday season

Walz introduced the Severson Charity Challenge, established in memory of Linda Severson. Ralston and Walz indicated that the MPO is happy to continue the challenge for as long as the Board is interested. All Board members were in favor of continuing the challenge.

6. ADJOURNMENT

Motion to adjourn made by Heiden; Foster seconded. **The motion was approved unanimously.**

Meeting adjourned by Berner at 5:23 PM.



Date: January 22, 2020
To: Urbanized Area Policy Board
From: Kent Ralston; Executive Director
Re: Agenda Item #3(a): Report from nominating committee for 2020 MPOJC Board officers

At your November meeting you appointed a three-person nominating committee to nominate the Chair and Vice Chair for the 2020 Urbanized Area Policy Board. The Committee was comprised of Erin Shane (University of Iowa), Mazahir Salih (Iowa City), and Tom Gill (Coralville). 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 Chair 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 two one-year terms; 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 two one-year terms; 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 2020 MPO Urbanized Area Policy Board.

I will be available at your January 29th meeting to answer any questions you may have.



Date: January 22, 2020

To: Urbanized Area Policy Board

From: Kent Ralston, Executive Director

Re: Agenda Item #3(b): Consider approval of the FY21 MPOJC Budget and Financial Forecast

The proposed FY21 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 6.5% increase from FY20 – 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 FY21 MPOJC Budget and Financial Forecast. With approval, I will forward the assessment schedule to your staff.

I will be available at your January 29th meeting to answer any questions you may have.



FY21 Budget and Financial Forecast

Adopted January, 29 2020 by the:
MPOJC Urbanized Area Policy Board
MPOJC Rural Policy Board



Date: January 29, 2020

To: MPOJC Urbanized Area Policy Board
MPOJC Rural Policy Board

From: Kent Ralston, Executive Director

Re: FY21 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) 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 FY21 MPOJC Budget and Financial Forecast reflects the program of services, policies, and staffing approved by the Board. The overall FY21 MPOJC budget reflects an approximate 6.5% increase from the FY20 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 FY21 – 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 FY21 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 travel demand model software to be consistent with the Iowa DOT state-wide travel demand model.

Following is a summary of the proposed Budget and Financial Forecast and FY21 assessments.

MPOJC Budget FY21 – FY23

Expenditures	FY20 Budgeted	FY21 Proposed	FY22 Forecast ¹	FY23 Forecast ¹
Salaries and Benefits	\$593,909	\$640,337	\$659,547	\$679,334
Technical and Professional Services & Maintenance, Travel and Education	\$64,461	\$70,658	\$72,778	\$74,961
Operating Costs; including office supplies, traffic counting and mapping equipment/software	\$17,050	\$9,677	\$9,967	\$10,266
Subtotal	\$675,420	\$720,672	\$742,292	\$764,561
University of Iowa Student Interns ²	\$23,817	\$23,817	\$23,817	\$23,817
TOTAL	\$699,237	\$744,489	\$766,109	\$788,378

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.

¹Forecasts assume a 3% increase

²Student interns are funded entirely by the University of Iowa

Summary of FY21 Assessments

Urban Communities

Iowa City	\$124,291
Johnson County	\$39,264
Coralville	\$34,629
North Liberty	\$33,515
Tiffin	\$3,566
University Heights	\$1,925
SubTotal	\$237,190

Rural Communities

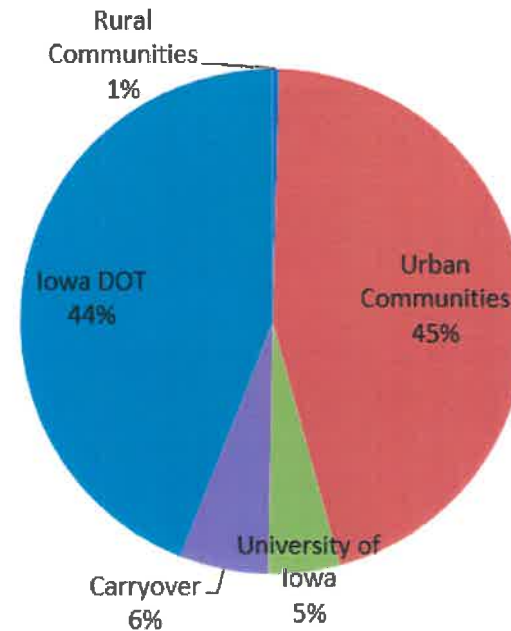
Solon	\$774
Lone Tree	\$494
Swisher	\$334
Oxford	\$307
Hills	\$267
Shueyville	\$219
SubTotal	\$2,396

Other Sources

Iowa DOT	\$230,000
Carryover	\$30,000
University of Iowa	\$23,817
SubTotal	\$283,817

Total	\$523,403
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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 (\$81,836) and 1.0 FTE Transportation Planning (\$139,250).

MPOJC Assessment Explanation



Urban Entity	Population	Population % Urban Board	Total Assessment ⁴	% of Total MPO Budget	% of Total Assessments ⁴
Iowa City	67,862	52.40%	\$124,291	23.7%	51.9%
Johnson County	21,438	16.55%	\$39,264	7.5%	16.4%
Coralville	18,907	14.60%	\$34,629	6.6%	14.5%
North Liberty	18,299	14.13%	\$33,515	6.4%	14.0%
Tiffin	1,947	1.50%	\$3,566	0.7%	1.5%
U-Heights	1,051	0.81%	\$1,925	0.4%	0.8%
Subtotal	129,504	100.0%	\$237,190	45.3%	99.0%
Rural Entity ¹	Population	Population % Rural Board	Total Assessment ⁴	% of Total MPO Budget	% of Total Assessments ⁴
Solon	2,037	32.32%	\$774	0.1%	0.3%
Lone Tree	1,300	20.63%	\$494	0.1%	0.2%
Swisher	879	13.95%	\$334	0.1%	0.1%
Oxford	807	12.80%	\$307	0.1%	0.1%
Hills	703	11.15%	\$267	0.1%	0.1%
Shueyville	577	9.15%	\$219	0.0%	0.1%
Subtotal	6,303	100.0%	\$2,396	0.5%	1.0%
Total	135,807	100.0%	\$239,586	45.8%	100.0%
Other Funding Sources					
Iowa DOT			\$230,000	43.9%	
Carryover			\$30,000	5.7%	
University of Iowa			\$23,817	4.6%	
		MPO Total	\$523,403	100.00%	
		50% Admin for Iowa City NDS ²	\$81,836		
		1.0 FTE for Iowa City NDS ²	\$139,250		
		Total Budget³	\$744,489		

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 22, 2020
To: Urbanized Area Policy Board
From: Kent Ralston, Executive Director
Re: Agenda Item #3(c): Consider approval of the FY21 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 FY21, 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 and is also attached. A member of ECICOG staff plans to attend our January 29th meeting to discuss ECICOG services and answer any questions you have.

Please consider approval of the FY21 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 29th meeting to answer any questions you may have.



EAST CENTRAL IOWA
COUNCIL OF GOVERNMENTS
YOUR REGIONAL PLANNING AGENCY

ecicog.org 319-365-9941
700 16th St. NE, Suite 301 Cedar Rapids, IA 52402



The East Central Iowa Council of Governments helps build vibrant, forward-thinking communities and a collaborative and resilient region.

What We Do:



plan for
the future



leverage state &
federal resources



share technical
skills



promote regional
collaboration

Our Services:



Planning & Technical
Assistance



Facilitation



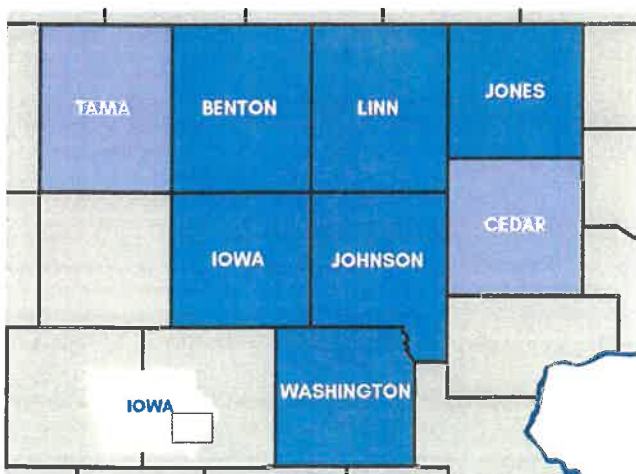
Data Analysis
& Mapping



Grant Writing &
Administration

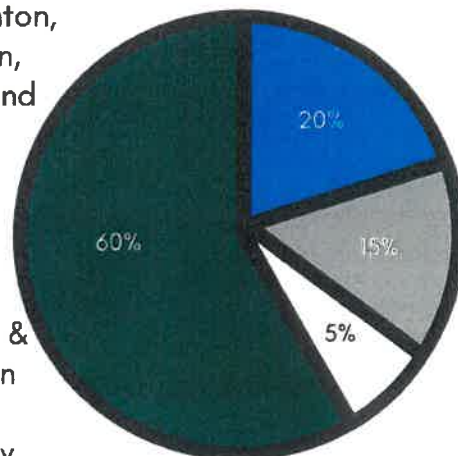


Project Funding
& Management



We serve Benton, Iowa, Johnson, Jones, Linn, and Washington Counties. We assist with solid waste services in Tama County & transportation services in Cedar County.

Funding Breakdown



- Planning Services
- Grant Administration
- County Assessment
- Solid Waste Assessment



Program Areas

Community Development



Land Use & Zoning
Downtown Revitalization
Community Development Grants
EDA & USDA Grants



We're always grateful for the training and support we receive from ECICOG!

-Tawnia Kakacek, Swisher

Environmental Services



Solid Waste Management
Waste Diversion
Watershed Planning & Technical Assistance
Hazard Mitigation Planning



The resilience planning makes us feel so much safer and more prepared.

-Local Farmer, Vinton

Housing



Grant-Funded Housing Rehabilitation
Affordable Housing Trust Funds
Housing Assistance & Inspections
Nuisance Enforcement



We couldn't have done this without the support of the Housing Fund.

-Cedar Valley Habitat for Humanity

Transportation



Rural Dial-A-Ride
380Express
Carpool & VanPool
Trail, Road, and Pavement Project Funding



I'm so grateful for this service! I couldn't be happier with my quick, safe commute.

-Kristina, 380Express rider

Business Loans



Gap Funding for New and Expanding Businesses



It's a privilege to be able to pursue this business, and the loan helped so much!

-Blanche Vega, Pinoy Cafe



ecicog.org 319-365-9941
700 16th St. NE, Suite 301 Cedar Rapids, IA 52402



East Central Iowa Council of Governments FY21 Assessment Schedule For MPOJC Entities

Adopted January 29, 2020 by the:
MPOJC Urbanized Area Policy Board
MPOJC Rural Policy Board



Date: January 29, 2020

To: MPOJC Urbanized Area Policy Board
MPOJC Rural Policy Board

From: Kent Ralston, Executive Director

Re: FY21 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 FY21. 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 FY21 – FY23

Expenditures	<u>FY20 Actual</u>	<u>FY21 Proposed</u>	<u>FY22¹ Forecast</u>	<u>FY23¹ Forecast</u>
Payment to ECICOG	<u>\$63,977</u>	<u>\$65,256</u>	<u>\$66,561</u>	<u>\$67,892</u>

Assessments		General Assessment		Small Communities Planning Assistance		Total FY20 ECICOG Assessment	
<u>Community</u>	<u>Population</u>	<u>%</u>	<u>Assessment²</u>	<u>%</u>	<u>Assessment²</u>	<u>%</u>	<u>Assessment²</u>
Iowa City	67,862	49.97%	\$26,936	--	--	41.28%	\$26,936
Johnson County (rural)	21,438	15.79%	\$8,509	--	--	13.04%	\$8,509
Coralville	18,907	13.92%	\$7,504	41.59%	\$4,722	18.74%	\$12,226
North Liberty	18,299	13.47%	\$7,263	40.26%	\$4,570	18.13%	\$11,833
Solon	2,037	1.50%	\$809	4.48%	\$509	2.02%	\$1,317
Tiffin	1,947	1.43%	\$773	4.28%	\$486	1.93%	\$1,259
Lone Tree	1,300	0.96%	\$516	2.86%	\$325	1.29%	\$841
University Heights	1,051	0.77%	\$417	--	--	0.64%	\$417
Swisher	879	0.65%	\$349	1.93%	\$220	0.87%	\$568
Oxford	807	0.59%	\$320	1.78%	\$202	0.80%	\$522
Hills	703	0.52%	\$279	1.55%	\$176	0.70%	\$455
Shueyville	577	0.42%	\$229	1.27%	\$144	0.57%	\$373
	<u>135,807</u>	<u>100.0%</u>	<u>\$53,904</u>	<u>100.0%</u>	<u>\$11,352</u>	<u>100.0%</u>	<u>\$65,256</u>

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.

¹Assumes a 2% increase

²Assessment figures may not equal exact percentages shown due to rounding



Date: January 22, 2020

To: Urbanized Area Policy Board

From: ^{KR} Kent Ralston, Executive Director

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 2020. Per our bylaws, the entities responsible to appoint elected officials for 2020 include Iowa City, Coralville, and Tiffin. 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 term. The appointees from each entity include:

Iowa City: Janice Weiner, City Council

Coralville: Meghann Foster, City Council

Tiffin: Al Havens, City Council

Citizen Appointment: Randy Laubscher

Please be prepared to consider approval of the official appointments to the ECICOG Board of Directors.

I will be available at your January 29th meeting to answer any questions you may have.



Metropolitan Planning Organization of Johnson County

Date: January 22, 2020
To: Urbanized Area Policy Board
From: Kent Ralston; Executive Director
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 29th meeting to answer any questions you have.



Metropolitan Planning Organization of Johnson County

Date: January 22, 2020
To: Urbanized Area Policy Board
From: Kent Ralston, Executive Director
Re: Agenda Item #3(f): Discuss and consider appointing representatives to a MPOJC Bylaws review committee

Per the adopted MPOJC Bylaws, the bylaws are to be reviewed every five years (at a minimum) by a committee of five representatives which shall receive recommendations for amendments from both the MPOJC Urban and Rural Policy Boards. At least one of the five representatives must be from the Rural Policy Board. Amendments to the bylaws must be approved by a 2/3 majority vote by the Urban Policy Board and by simple majority vote by the Rural Policy Board.

At your November meeting I noted that staff had received a request to specifically review the bylaws stipulating how appointments are made to the East Central Iowa Council of Governments (ECICOG) Board of Directors. The intent of the request was to investigate whether current term limits are long enough for appointees to be effective, and to review whether the current appointment structure provides the best possible representation for Johnson County as a whole.

Since the bylaws were last reviewed in 2016, I think it would be most useful to review the bylaws in their entirety while also discussing ECICOG representation. Please be prepared to discuss this item and appoint four representatives to a bylaws review committee. The adopted MPOJC Bylaws are attached for your reference.

I will be available at your January 29th meeting to answer any questions you may have.

BYLAWS

of the Metropolitan Planning Organization of Johnson County, Iowa

Adopted February 1, 2011

Adopted July 13, 2016

ARTICLE I Organization

Section 1. Definition:

The name of this organization shall be the Metropolitan Planning Organization of Johnson County ('MPO'). The MPO shall operate in compliance with and according to the requirements of Title 23 of the United States Code and subsequent acts.

The MPO shall consist of two Boards, the Urbanized Area Policy Board and the Rural Policy Board, and any advisory committees established by either Board. Member entities are those general purpose local governments located within Johnson County, Iowa, which participate in the MPO according to the terms of these Bylaws and the University of Iowa.

Section 2. Purview:

The Urbanized Area Policy Board's focus is the transportation planning boundary established in the Long Range Transportation Plan most recently adopted by the Urbanized Area Policy Board; the Rural Policy Board's focus is that portion of Johnson County, Iowa, outside the urbanized area.

Section 3. Staff Support:

MPO staff are responsible for preparing meeting minutes, meeting information materials, required documents, studies, applications, correspondence, presentations and other activities at the direction of the Boards, and to fulfill state and federal requirements for metropolitan planning organizations.

ARTICLE II Urbanized Area Policy Board

Section 1. Definition:

The Urbanized Area Policy Board shall consist of all contiguous municipalities in and contiguous to the U.S. Census-defined Iowa City Urbanized Area which qualify and are approved to be part of the MPO according to Title 23 of the United States Code and subsequent acts and rules. It shall also consist of representatives of Johnson County and the University of Iowa.

Section 4. Membership:

- A. Voting membership in the MPO shall be open to all general purpose local governments within Johnson County which qualify and are approved to be part of the MPO according to Title 23 of the United States Code and subsequent acts and rules and to the University of Iowa.
- B. Associate non-voting membership on the Urbanized Area Policy Board shall be open to public and private entities within Johnson County, subject to Urbanized Area Policy Board approval by supermajority (2/3) vote of quorum.
- C. Prior to becoming a member entity, any governmental entity wishing to become a member shall first agree to comply with these Bylaws and commit the necessary financial resources according to the terms of Article IX herein.

Section 5. Officers/Duties:

- A. The Board shall, after the adoption of these Bylaws and thereafter at the first meeting of the calendar year, elect one of its members as chairperson who shall serve for one (1) year or until a successor is elected. The Board shall, after the adoption of these Bylaws and thereafter at the first meeting of the calendar year, also elect one of its members as a vice-chairperson who shall serve for one (1) year. No individual shall be chairperson or vice-chairperson for more than two (2) consecutive terms. Recommendations for officers shall be prepared by a nominating committee comprised of no less than three Board representatives appointed by the Board chairperson and ratified by the Board. The chairperson and vice-chairperson shall be elected by a simple majority of the full Board.
- B. The chairperson of the Board shall preside at all meetings of the Board. In the absence of the chairperson, the vice-chairperson shall assume all duties of the chair. Unless otherwise authorized by the Board, the chairperson or Director of the MPO staff shall sign all contracts.

Section 6. Meetings:

The Board shall meet at the call of the chairperson at such time and place as determined by the Board or the chairperson. At least ten days notice shall be given announcing the date, time and place of each meeting, and all meetings shall be conducted in accordance with the Open Meetings Law. There will be no less than five meetings per year. Meeting sites will be hosted by the member entities represented on the Board.

Section 7. Quorum - Voting Requirements:

- A. A quorum shall consist of a majority of the total representatives of the Board. If there is a majority of the representatives of the Board present at the meeting, the meeting may proceed and the Board may transact all business before the Board and take such action as is required by a simple majority of the representatives present.

Section 2. Powers and Duties:

The Rural Policy Board shall have powers and duties pertaining to issues affecting rural areas in Johnson County and small communities outside of the urbanized area. These powers and duties shall include the preparation and adoption of policies and procedures for the conduct of its business, to prepare and adopt goals and objectives related to transportation planning and other topics as determined by the Board.

Section 3. Officers:

The chairperson shall be elected at the first meeting of the new calendar year. The chairperson shall be nominated by members of the Rural Policy Board and elected by a majority vote of members present and voting. The chairperson shall serve for a period of one full calendar year. The vice-chairperson shall be nominated by members of the Rural Policy Board and elected by majority vote of the members present and voting. The vice-chairperson shall serve for a period of one full calendar year. The Rural Policy Board shall fill vacancies among its officers for the remainder of an unexpired term. A member of the staff shall serve as secretary and keep minutes.

Section 4. Number of Meetings:

There will be an annual meeting during the first month of the calendar year; additional meetings may be held as needed determined either by the chairperson or three members of the Board.

Section 5. Quorum:

A quorum shall consist of a majority of the total representatives of the Board. If a quorum is established, the meeting may proceed and the Board may transact all business before the Board and take such action as is required by a simple majority vote.

Section 6. Representation:

- A. Each Johnson County municipality not on the Urbanized Policy Board **will** have one representative.
- B. Johnson County will have two representatives on this Board.

**ARTICLE IV
Legal Authority**

Section 1. Powers:

The MPO shall have all the powers for joint or cooperative action by public agencies now and hereafter provided by Chapter 28E of the Code of Iowa.

Section 2. Powers of Member Entities:

Nothing in this agreement shall be construed to remove or limit the powers of the member entities.

ARTICLE VII
Amendment of Bylaws

The Bylaws may be amended at any time. At a minimum, they shall be reviewed every five years by a subcommittee of five representatives, which shall receive recommendations for amendments from each Board. At least one of the members on this subcommittee shall be from the Rural Policy Board. The subcommittee may be established by an affirmative vote of each Board. Changes to the Bylaws shall be provided to each voting representative 30 days prior to the meeting at which the proposed amendments will be considered. The Urbanized Area Policy Board shall approve any and all Bylaw amendments by a super majority (2/3) vote. The Rural Policy Board shall approve any and all Bylaw amendments by a simple majority vote.

ARTICLE VIII
Collection of dues to the East Central Iowa Council of Governments (ECICOG)

Section 1. Role of the MPO:

The MPO shall collect ECICOG dues on behalf of Johnson County entities, and forward said dues to ECICOG.

Section 2. Basis of ECICOG Assessment:

The ECICOG dues assessed to each Johnson County local government shall be the per capita share of the total ECICOG assessment, with Johnson County government funding the per capita share for the unincorporated population.

Section 3. Accounting of ECICOG Dues:

The ECICOG dues and billing shall be considered and accounted for separately from the MPO budget.

ARTICLE IX
Financial Support

Section 1. Preparation of Budget Materials:

Staff shall prepare the budget materials, which shall include the MPO Budget for both the urbanized area and the rural area, ECICOG Dues Budget, and two year funding forecast annually no later than January 31st.

Section 2. Adoption of Budget Materials:

The Urbanized Area Policy Board shall consider approval of the JCCOG Budget and Financial Forecast, and the ECICOG Assessment Budget, by January 31st of each year. The Rural Policy Board shall consider approval of the rural area assessments in the JCCOG Budget and Financial Forecast, and the rural community assessments of the ECICOG Assessment Budget, by January 31st of each year.

ARTICLE XI
Lawsuits

All expenses incurred by MPO for attorney fees and other costs caused by and related to any lawsuit brought forth by a member entity against the MPO shall be the responsibility of the plaintiff when 1) the suit is terminated by the plaintiff or 2) the ruling is in favor of the MPO. It shall be the obligation of the member entity to pay and save MPO harmless from such expenses.

ARTICLE XII
Termination of Membership or Dissolution of the MPO

Section 1.

Member entities may terminate their membership by filing written notice with the MPO no later than March 15th of any year, to take effect on July 1 of the following calendar year (15 months advance notice).

Section 2.

Member entities filing notice to terminate membership shall remain obligated for budgeted financial support through the full term of their membership.

Section 3.

In the event that the MPO is dissolved, the assets and liabilities, if any, of the MPO shall be distributed to or liquidated by the member entities in proportion to their respective assessments for the two-year period preceding dissolution.



Metropolitan Planning Organization of Johnson County

Date: January 22, 2020
To: Urbanized Area Policy Board
From: Kent Ralston; Executive Director
Re: Agenda Item #3(g): Consider appointment of a representative to the Statewide Urban Design and Specifications (SUDAS) Board of Directors

Every other year MPOJC is asked to appoint an MPOJC representative to the Statewide Urban Design and Specifications (SUDAS) Board of Directors. SUDAS is a non-profit organization which maintains Iowa manuals for public improvement design standards and specifications, including sanitary sewer, water mains, streets and sidewalks, utility locations, drainage and erosion control, and others. SUDAS is managed by Iowa State University's Institute for Transportation.

Scott Larson, Assistant City Engineer for the City of Coralville, is our current MPO representative and has served on the SUDAS Board since 2005. Mr. Larson was recently elected as the SUDAS Board President and has indicated his willingness and desire to continue to represent the MPO for another two-year term.

At their January 21st meeting, the Transportation Technical Advisory Committee unanimously recommended reappointing Scott Larson to the SUDAS Board of Directors. Please be prepared to consider appointment of a representative. The only requirement for this appointment is that the representative be a professional engineer working for one of the MPOJC entities.

I will be available at the January 29th meeting to answer any questions you may have.



Date: January 21, 2020
To: Urbanized Area Policy Board
From: Brad Neumann, Associate Transportation Planner
Re: Agenda item #4(a): Consider approval of the Federal Transit Administration Section 5307 Transit Operating Formula funding apportionment for FY2020 and transit statistics for FY2019

Iowa DOT has indicated that MPOJC has a total of \$2,856,872 available in FY2020 FTA Section 5307 operating assistance. This amount includes Small Transit Intensive Communities (STIC) funding. The funds are apportioned by MPOJC to Coralville Transit, Iowa City Transit, and University of Iowa Campus based on the MPO's local formula of 25% operating/maintenance costs, 25% locally determined income (LDI), 25% revenue miles, and 25% fare revenue.

The following tables show the proposed FY2020 apportionment, and for comparison, the FY2019 multipliers and apportionment. Also attached are the FY2019 Transit Performance Statistics. The local apportionment for FY2020 is based on these statistics. The FY2020 Section 5307 funds can be used for transit operating and capital expenses. Once approved, the MPO will complete and submit the required annual FY2020 FTA Section 5307 applications on behalf of each transit system.

Staff is requesting Board approval of the proposed apportionment of the FY2020 FTA Section 5307 operating funds. The Transportation Technical Advisory Committee unanimously recommended approval of the apportionment at their January 21st 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.

Proposed FY2020 Section 5307 Operating Apportionment

System	Total Operating Cost	Locally Determined Income*	Revenue Miles	Fare Revenue	FY2020** Multiplier	FY2020 Apportionment
Coralville	\$1,850,999 [.1387]	\$1,155,536 [.1261]	271,809 [.1325]	\$417,982 [.2357]	.1583	\$452,243
Iowa City	\$7,720,438 [.5787]	\$5,573,858 [.6083]	1,029,923 [.5020]	\$1,355,399 [.7643]	.6133	\$1,752,119
CAMBUS	\$3,770,329 [.2826]	\$2,433,108 [.2656]	749,902 [.3655]	\$0.00 [0.0000]	.2284	\$652,510
TOTAL	\$13,341,766 [1.000]	\$9,162,502 [1.000]	2,051,634 [1.000]	\$1,773,381 [1.000]	1.0000	\$2,856,872

*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.

Following are FY2019 multipliers and apportionment:

FY2019		
System	Multiplier	Total Apportionment
Coralville	0.1570	\$406,203
Iowa City	0.6118	\$1,582,896
CAMBUS	0.2312	\$598,178
TOTAL	1.0000	\$2,587,277

SUMMARY TABLE OF FY2019 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	443,217	12,156		1,486,351	96,815		3,465,918	8,654
Total Operating Expense	\$1,467,539	\$383,460		\$5,563,357	\$2,157,081		\$3,538,591	\$231,738
Fare Revenue	\$395,150	\$22,832		\$1,172,297	\$183,102		\$0	\$0
Revenue Vehicle Miles	195,361	76,448		702,568	327,355		700,271	49,631
Revenue Vehicle Hours	16,162	6,096		53,937	34,135		71,948	10,223
Cost Per Ride	\$3.31	\$31.54		\$3.74	\$22.28		\$1.02	\$26.78
Cost Per Revenue Vehicle Mile	\$7.51	\$5.02		\$7.92	\$6.59		\$5.05	\$4.67
Cost Per Revenue Vehicle Hour	\$90.80	\$62.90		\$103.15	\$63.19		\$49.18	\$22.67
Farebox/Expense Ratio	0.27	0.06		0.21	0.09		0.00	0.00
Average Fare	\$0.89	\$1.88		\$0.79	\$1.89		\$0.00	\$0.00
Operating Deficit Per Trip	\$2.42	\$29.66		\$2.95	\$20.39		\$1.02	\$26.78
Riders Per Revenue Vehicle Mile	2.3	0.2		2.1	0.3		5.0	0.2
Riders Per Revenue Vehicle Hour	27.4	2.0		27.6	2.8		48.2	0.9

* Includes North Liberty service

** Includes University Heights service

Source: FY2019 Iowa DOT Statistical Reports



Date: January 22, 2020

To: Urbanized Area Policy Board

From: Emily Bothell, Sr. Associate Transportation Planner

Re: Agenda Item #4(b): Discuss changes to the Iowa DOT pavement data collection program

Since 2013, the Iowa DOT has funded the collection of overall pavement condition every two years for all paved roads in the state but due to increasing costs and competing priorities, this is no longer sustainable. The Iowa DOT has elected to now fund the collection of pavement management data on a four-year schedule but allow local agencies (planning agency level or individual jurisdiction level) to 'opt-in' to purchase data continuing the current two-year cycle.

If the MPO chooses to 'opt-in' as a planning agency and utilize Surface Transportation Block Grant (STBG) funding, the cost would be approximately \$40,000 every four years (**Table 1**).

If the MPO chooses to 'opt-out' as a planning agency, each individual jurisdiction will have an opportunity to purchase data continuing the current two-year cycle. **Table 1** shows the estimated cost for each jurisdiction.

Table 1: Estimated Pavement Data Collection Costs

Community	Approximate Cost	Approximate Mileage
<i>Coralville</i>	\$8,373	85 miles
<i>Iowa City</i>	\$23,657	233 miles
<i>North Liberty</i>	\$6,940	72 miles
<i>Tiffin</i>	\$1,823	20 miles
<i>University Heights</i>	\$455	5 miles
<i>MPO Total</i>	\$41,248	415 miles

Attached, you'll find a map showing the current grouping of counties and next year of data collection. Data will be collected in Johnson County in 2021 at the DOT's expense and therefore the Board does not need to make a firm commitment until January 2023.

There are a number of details that have yet to be finalized such as the specifics of the timeline (particularly the notice of intent process) and the invoicing and payment process. We will share more information when it's available and will be consulting with the Transportation Technical Advisory Committee regarding their preference moving forward.

I will be at your January 29th meeting to answer any questions you may have.

Even-A

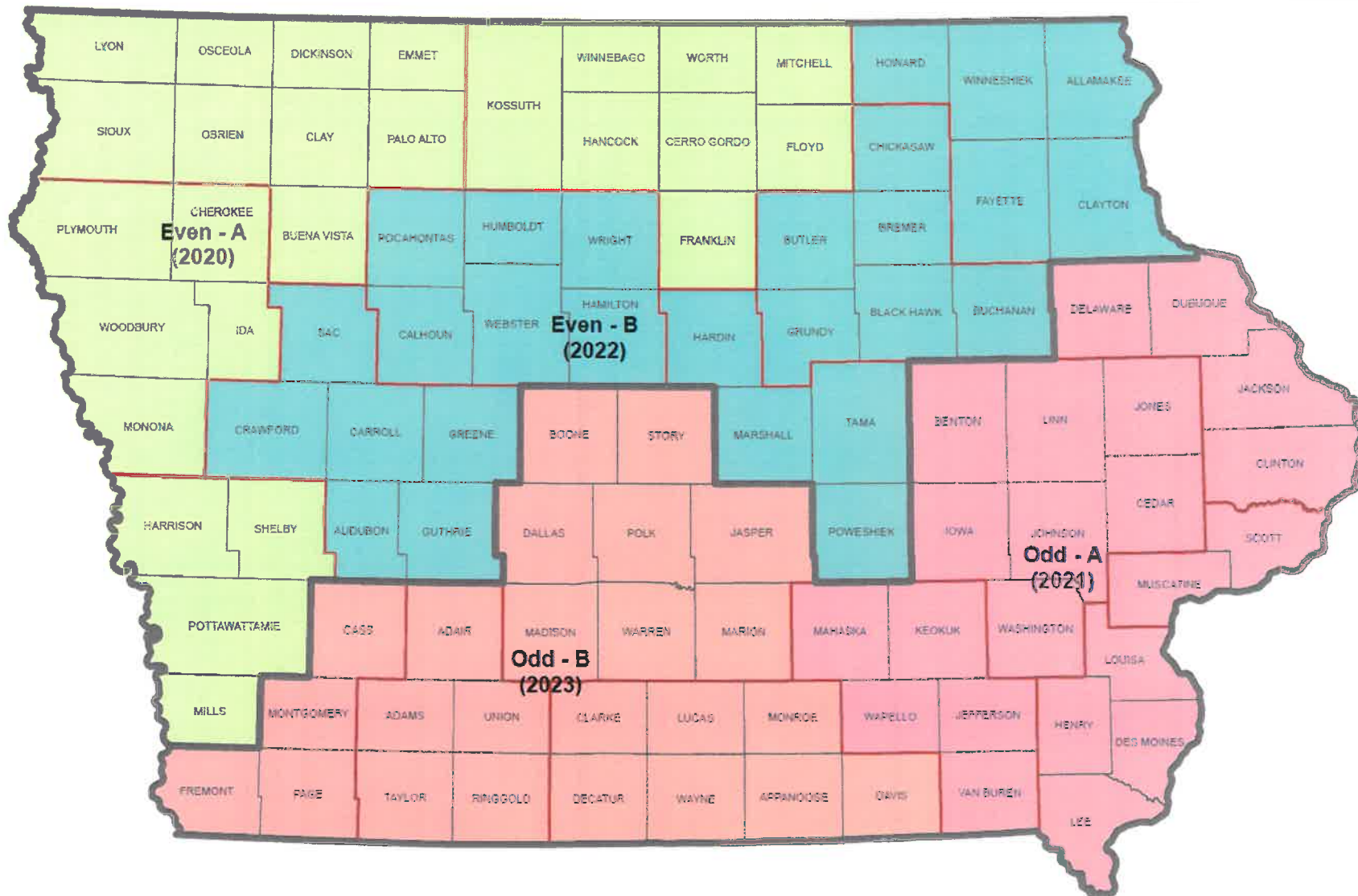
2020: All paved roads collected

2022: Interstates, NHS, and Iowa DOT routes collected; Requires opt-in for local routes

Even-B

2020: Interstates, NHS, and Iowa DOT routes collected; Requires opt-in for local routes

2022: All paved roads collected

**Odd-B**

2021: Interstates, NHS, and Iowa DOT routes collected; Requires opt-in for local routes

2023: All paved roads collected

Note: Interstate pavement data collected annually for entire state.

Odd-A

2021: All paved roads collected

2023: Interstates, NHS, and Iowa DOT routes collected; Requires opt-in for local routes



Date: January 21, 2020

To: Urbanized Area Policy Board

From: Brad Neumann, Associate Transportation Planner

Re: Agenda Item #4(c): Update on the MPOJC FY21 Transportation Planning Work Program and FY21-24 Transportation Improvement Program

FY21 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 FY21 Work Program projects in February. If you have special projects in mind for the FY21 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.

FY21-24 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 not be apportioning any new Surface Transportation Block Grant (STBG) or Transportation Alternatives Program (TAP) funding in 2020. However, one STBG and one TAP project (both awarded in 2019) will be programmed in FY2024. The STBG project to be added is Iowa City's Dodge Street improvement project (\$3,750,000 in STBG funding) and North Liberty's North Liberty Trail project (\$648,118 in TAP funding).

In July, the Urbanized Area Policy Board will consider adopting the FY21-24 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. I will be at your January 29th meeting to answer any questions you have.

cc: Kent Ralston



Date: January 21, 2020

To: Urbanized Area Policy Board

From: Brad Neumann, ^{AN}Associate Transportation Planner

Re: Agenda Item #4(d): Update on CRANDIC Phase III Passenger Rail Study

The Phase III Passenger Rail Study was originally scheduled to be completed by December of 2018. The intent of the Phase III study was to focus on ridership, revenue forecasts, financial strategies, benefits to the community, and conceptual station design.

After working with the Iowa DOT, CRANDIC Railroad, and HDR Consulting to resolve differences with the Federal Transit Administration (FTA) regarding the proposed ridership model and methodology to be used in the Iowa City-North Liberty Commuter Rail Study, the study is now close to conclusion.

HDR Consulting, in conjunction with the ETC Institute, has concluded an onboard survey to collect data on bus routes serving the University of Iowa campus. The purpose of this survey was to obtain origin-destination (OD) and other travel information for university students riding transit to and from campus. The FTA recommended that all CAMBUS, Iowa City Transit, and Coralville Transit bus routes serving the campus be surveyed. Special attention was given to the CAMBUS Research Park route, the Coralville Transit 10th Street route, the Coralville Transit Express route, and the Coralville Transit Lantern Park route. FTA recognized that these four routes are important because they serve the same travel market as the proposed commuter rail.

After a review, HDR will incorporate the data into the STOPS application model to update the ridership forecasts and develop fare revenue estimates. The feasibility study should be wrapped up by mid to late January. A stakeholder presentation will be scheduled for late January or early February.

The additional funding to complete the survey comes from the Iowa DOT and CRANDIC Railroad. The Phase III Study, not including the survey, will be funded by City of Iowa City, the City of Coralville, Johnson County, the University of Iowa, CRANDIC Railroad, and the Iowa DOT.

I will be at your January 29th meeting to answer any questions.

cc: Kent Ralston



Date: January 22, 2020

To: Urbanized Area Policy Board

From: Emily Bothell, Sr. Associate Transportation Planner

Re: Agenda Item #4(e): Update on MPOJC Census boundaries review

As part of the 2020 Decennial Census, the MPO has been invited to take part in the Participant Statistical Areas Program (PSAP) to review and verify census tracts and block group boundaries in our area. The Census Bureau will ultimately use these boundaries to tabulate data for the American Community Survey estimates. This is important to the MPO because we want to ensure that our Traffic Analysis Zones (boundaries used in the travel demand model) align with Census defined boundaries for a seamless transition of data.

That said, we're unclear as to which local entities were asked to participate and how this may impact individual communities. We intend to reach out to the Census Bureau for more information and will contact individual communities if necessary.

I will be at your January 29th meeting to answer any questions you may have.



Date: January 23, 2020
To: MPOJC Urbanized Area Policy Board
From: Sarah Walz, ^{SW} Assistant Transportation Planner
Re: Agenda Item #5(a) Report on the Severson Cup Charity Challenge; Award Severson Cup

During the 2019 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.

Again, 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) as well as the Ronald McDonald House. In total, staff of the MPO agencies donated just over \$6,442 in cash and food or personal care items as part of the Challenge.

Iowa City is the winner of the 2019 Severson Challenge as their staff increased their giving by 18.4% narrowly surpassing the 17.6% increase in donations from staff of Johnson County.

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.