



Metropolitan Planning Organization of Johnson County

MPOJC Urbanized Area Policy Board
Wednesday September 23, 2020 – 4:30 PM

Electronic Meeting Notice
Zoom Meeting Platform

Electronic Meeting

(Pursuant to Iowa Code section 21.8)

An electronic meeting is being held because a meeting in person is impossible or impractical due to concerns for the health and safety of Commission members, staff and the public presented by COVID-19.

You can participate in the meeting and can comment on an agenda item by going to:

<https://zoom.us/meeting/register/tJwrcuqvqDlpHteDg30DFydCMgsyRUNK4anh>

via the internet to visit the Zoom meeting's registration page and submit the required information.

Once approved, you will receive an email message with a link to join the meeting. If you are asked for a meeting or webinar ID, enter the ID number found in the email. A meeting password may also be included in the email. Enter the password when prompted.

If you have no computer or smartphone, or a computer without a microphone, you may call in by telephone by dialing (312) 626-6799. When prompted, enter the meeting or webinar ID. The ID number for this meeting is: 986 5376 9343.

Once connected, you may dial *9 to "raise your hand," letting the meeting host know you would like to speak. Providing comments in person is not an option.



AGENDA

1. Call to order; recognize alternates; consider approval of meeting minutes
2. Public discussion of any item not on the agenda*
3. Update on the Final CRANDIC Passenger Rail and Rails-to-Trails studies
4. Public hearing and consideration of an amendment to the adopted FY2021-2024 MPOJC Transportation Improvement Program (TIP) – modifying programming of Interstate 80/380 interchange construction funds
5. Discussion regarding amendments to the adopted MPOJC Bylaws
6. Discussion regarding Surface Transportation Block Grant (STBG) and Transportation Alternative Program (TAP) scoring criteria for funds allocated by MPOJC
7. Discussion regarding potential Federal Functional Classification changes for MPOJC Urbanized Area roadways
8. Update and initial discussion on the MPOJC Long Range Transportation Plan revision process
 - a. Vision
 - b. Guiding Principals
 - c. Performance Measures
9. Other Business
10. Adjournment

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, JULY 8, 2020 – 4:30 PM
ZOOM MEETING PLATFORM

DRAFT

MEMBERS PRESENT: Coralville: None
Iowa City: John Thomas, Susan Mims, Mazahir Salih,
Pauline Taylor, Laura Bergus
Johnson County: Pat Heiden, Lisa Green-Douglass
North Liberty: Chris Hoffman
Tiffin: Steve Berner
University Heights: Louise From
University of Iowa: Erin Shane
ICCSA: None
Iowa DOT: Cathy Cutler, Steve McElmeel

OTHERS PRESENT: Jim Holz, Nick Bergus

STAFF PRESENT: Kent Ralston, Emily Bothell, Brad Neumann, Frank Waisath, Ian Klopfenstein, Greta Larget

1. CALL TO ORDER

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

a. Recognize alternates

No alternates.

b. Consider approval of meeting minutes

Berner moved for approval, Heiden seconded. **The motion carried unanimously.**

c. Set next Board meeting date, time and location

Tentatively scheduled for September 23rd, expected to be held over Zoom.

2. PUBLIC DISCUSSION OF ANY ITEM NOT ON THE AGENDA

None

3. TRANSPORTATION PLANNING

a. Public Hearing and consideration of resolutions of adoption and certification for the FY21-24 MPOJC Transportation Improvement Program

- i. *Staff presentation of the FY21-24 MPOJC Transportation Improvement Program*
Neumann presented the TIP, which includes several grants and projects, including the Dodge St. Improvement Project, North Liberty Trail project, and the removal of Coralville's FY20-21 Illustrative project.

Neumann explained all projects under contract with the Iowa DOT have been removed, STBG and TAP projects not completed in FY20 have been moved to FY21, and Iowa DOT projects within the local planning area have been included in the TIP.

Neumann reminded the Board of the previous meeting's decision to opt-out of the Federal-Aid-Swap, which therefore means that all local projects will be completed according to federal guidelines.

The transit TIP includes Section 5307 Operating Assistance Funding, which will be apportioned by the Board in January 2021. The amount is \$2.9 million. Bus and equipment replacement projects are also included in the TIP, including electric bus replacement costs, project status reports, the MPOJC's public input process, selection procedures that are used in STBG and TAP projects, and scoring criteria.

The TIP also contains a financial analysis, statements regarding performance-based planning measures for freight, bridge projects, highway system management, highway safety, and transit asset management.

Neumann pointed out that a TIP hearing notice was published thirty days in advance, agencies on MPOJC's public input list were contacted, and public notice posters were placed on transit vehicles in the urbanized area. No comments from members of the public were received. Staff is requesting approval of FY21-24 TIP.

ii. *Public Hearing*

No comments.

iii. *Consider a resolution adopting the FY21-24 Transportation Improvement Program for the Iowa City Urbanized Area and authorizing the MPO Chairperson to sign associated documents contained therein*

Hoffman moved to approve, Heiden seconded, **the motion carried unanimously.**

iv. *Consider a resolution certifying compliance with federal requirements for conducting the urban transportation planning process in the Iowa City Urbanized Area*

Salih moved to approve, Hoffman seconded. **The motion carried unanimously.**

b. Update from DOT District 6 staff on I-380 & I-80 corridor projects

Steve McElmeel presented a graphic of the I-80/I-380 reconstruction project that demonstrated the areas where the Iowa DOT is currently working, the areas that are scheduled to be completed on time, and those areas that will begin construction in December, (previously scheduled for July). Project estimated to be completed FY21-22. McElmeel explained the details of the I-80 corridor project which is expected to begin the first phase of construction in December 2020. There are no expected traffic impacts for FY20-21, and bridges will remain open until 2022.

c. Update on the MPOJC Long Range Transportation Plan revision process

Bothell stated that MPO Staff is actively working on the MPO's Long Range Transportation Plan update. She elaborated on the current undertakings and items Staff will be prepared to share with the Policy Board this fall.

Bothell discussed the intent of the Plan's overall vision, guiding principles, and performance measures along with other items Staff will be seeking input on.

Lastly, Bothell updated the Board on the MPO's travel demand model. The model is updated coincident with the Long Range Plan and requires approximately 18 months to complete. The model is used to help understand how traffic patterns may change in response to land-use changes and to provide forecasted traffic volumes. In the upcoming months, Staff will be contacting MPO entities for assistance in developing a picture of growth for the urbanized area (land use changes, housing units, population, etc.).

A travel demand modeling video, developed by the Iowa DOT in conjunction with HDR, was shared with the Board.

4. OTHER BUSINESS

Ralston informed the Board that the By-laws Committee has met and will have recommendations for action at the September meeting.

5. ADJOURNMENT

Motion to adjourn made by Taylor, Heiden seconded, **the motion carried unanimously.**

Meeting adjourned by Thomas at 5:10 PM.



Date: September 15, 2020

To: Urbanized Area Policy Board

From: Brad Neumann, Associate Transportation Planner

Re: Agenda Item #3: Update on the Final Passenger Rail and Rails-to-Trails Studies

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 Phase III Passenger Rail Study is now complete. The intent of the Phase III study was to focus on ridership, revenue forecasts, financial strategies, benefits to the community, and conceptual station design.

A remote stakeholder presentation was held on July 17, 2020 with representatives from the CRANDIC Railroad, Iowa Department of Transportation, the University of Iowa, urbanized area communities, and other interested parties invited to attend the remote presentation.

Some of the highlights from the study include:

- A 9.1-mile service from Gilbert Street in Iowa City to Penn Street in North Liberty
- Service every 30 minutes/6am to 7pm, seven days a week
- Six new self-propelled (push-pull configuration) railcars seating 75-85 people per railcar including ADA accommodations and bicycle storage (four railcars in-service and two spares)
- Ridership forecast of 1.4 million passengers per year/1.79 million passengers per year by 2027
 - Eastern Iowa Airport served 1.3 million passengers in 2019
 - Iowa City Transit served 1.4 million passengers in 2019
- \$55 million up front capital expenditure
- \$4.8 million annual operating and maintenance costs
- \$2.1 million in fare revenue (\$1.50/fare)
- \$2.7 million in additional funding needed annually
- Social and economic benefits

A representative from the CRANDIC Railroad will present the study's findings at the September 23 Urbanized Area Policy Board meeting.

cc: Kent Ralston



Date: September 15, 2020

To: Urbanized Area Policy Board

From: Brad Neumann, Associate Transportation Planner

Re: Agenda item #4: Public hearing and consideration of an amendment to the adopted FY2021-FY2024 MPOJC Transportation Improvement Program (TIP) - modifying programming of Interstate 80/380 interchange construction funds

The *Transportation Improvement Program* (TIP) is the programming document for all surface transportation projects that receive state or federal funds, including street and highway, transit, rail, bicycle, and pedestrian projects in the Iowa City urbanized area. MPOJC submits the TIP annually to the Iowa Department of Transportation (Iowa DOT) to document the status of local transportation projects using state and federal funds. To utilize these funds, projects must be included in the TIP with an accurate scope and identified funding sources.

The Iowa DOT has requested an amendment to the adopted MPOJC FY2021-2024 TIP increasing the funding amount in Federal Fiscal Year (FFY) 2021 for the I-80/I-380 interchange project. The change in funding is due to the Iowa DOT delaying a project letting from summer (FFY2020) to winter (FFY2021).

Amend the FY2021-2024 TIP to change a project funding amount:

Current project funding amount for I-80: I-380/US 218 Interchange near Iowa City.

FFY2021: \$137,755,000 Total

FFY2021: \$110,204,000 Federal Aid

New project funding amount for I-80: I-380/US 218 Interchange near Iowa City.

FFY2021: \$207,565,000 Total

FFY2021: \$176,430,250 Federal Aid

Staff is requesting approval of the proposed amendment. The MPOJC Transportation Technical Advisory Committee unanimously recommended approval of the proposed amendment at their September 15 meeting.

cc: Kent Ralston



Date: September 16, 2020
To: Urbanized Area Policy Board
From: Kent Ralston; Executive Director *KR*
Re: Agenda Item #5: Discussion regarding amendments to the adopted MPOJC Bylaws

Per the adopted MPOJC Bylaws, the bylaws are to be reviewed every five years (at a minimum) by a committee of five representatives which 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. Last winter the Urban and Rural Policy Board's appointed the following members to sit on the bylaws committee:

- Terry Donahue, North Liberty Mayor
- Louise From, University Heights Mayor
- Meghann Foster, Coralville City Council
- Pay Heiden, Johnson County Board of Supervisors
- Christopher Taylor, Swisher Mayor

The goal of the committee was to review the bylaws in their entirety and propose any recommended changes to the Urban Policy Board for consideration. The committee was also tasked 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. The Committee was also asked to discuss the necessity of the MPOJC Rural Policy Board and whether or not rural Johnson County communities benefited from its continuance.

The Bylaws Committee met on June 29th and also responded to several staff inquiries. I've attached the meeting agenda and staff notes for your review. I've also attached draft redlined bylaws reflecting the general recommendations from the committee. Those recommendations are as follows:

- Johnson County Board of Supervisors should appoint the 'citizen representative' to the ECICOG Board with no term limit. The position would no longer be advertised by the MPO.
- Johnson County Board of Supervisors should have one permanent representative on the ECICOG Board with the remaining two appointments on rotation from the five urbanized area communities (Iowa City, Coralville, North Liberty, Tiffin, and University Heights). Rural Communities would no longer be part of the rotation.
- Term limits for ECICOG Board appointments should be increased from one to two years.

- The MPOJC Rural Policy Board should be eliminated and Johnson County should absorb the balance of rural budget assessments starting in FY22 (estimated at \$6,500). Staff would continue to solicit for work program projects for rural communities and continue to provide the same services as currently offered.

Please be prepared to discuss this item and provide staff with direction. If the Board agrees with the recommendations, staff will schedule a special meeting with the Rural Policy Board to consider the changes. Assuming concurrence from the Rural Policy Board, staff will provide draft bylaws to this Board in November for final approval.

I will be available at your September 23rd meeting to answer any questions you may have.



MPOJC Bylaws Committee
Monday, June 29, 2020 – 2:00PM
Zoom Meeting

AGENDA

Committee Members Present: Terry Donahue, Pat Heiden, Louise From
Committee Members Absent: Meghann Foster, Chris Taylor

1. Discuss general background and charge of the Committee
2. Review current MPO bylaws regarding Johnson County representation on the ECICOG Policy Board
3. Consider potential changes to MPO bylaws regarding Johnson County representation on the ECICOG Policy Board
 - a. Citizen appointment (necessary or utilize strategic appointment?)
 - Members agreed that using a strategic appointment would be more beneficial than continuing with a 'true' citizen appointment as is current practice.
 - Members discussed whether the Policy Board should make the appointment or whether the Board of Supervisors would make the appointment since they represent all county residents.
 - Members discussed that the strategic appointment should be someone with 'general' knowledge of government practices but could also have specific expertise if deemed necessary.
 - The strategic appointment could be local government staff or a member of a local organization with knowledge of local government practices, social issues, or otherwise.
 - Staff Recommendation: Johnson County appoints a strategic citizen representative with no term limit. This will maximize continuity in the appointment, eliminate the need to advertise for the position, and provide an appointment that serves all County residents.
 - b. Length of term for appointees (increase to two or three years?)
 - Members agreed that one-year terms were too short, but that depending on the selected rotation of entities responsible for making appointments (Item 3c), two or three-year terms could be too long.
 - Members mentioned that staggering terms for appointees could be useful.
 - Generally, this item was tabled until a recommendation on the rotation in Item 3c is established.
 - Staff Recommendation: (1) Johnson County Supervisor with permanent seat on ECICOG Board with no term limit, (2) remaining appointments with two-year term limits.

c. Removal of rural (and/or other) communities from rotation – potential scenarios:

- i. (1) Supervisor, (1) Iowa City Councilor, (1) Councilor from remaining communities – on rotation
- ii. (1) Supervisor, (2) Councilors from remaining communities – on rotation
- iii. (2) Supervisors, (1) Councilor from remaining communities – on rotation
- iv. (3) Appointees on rotation from County and remaining communities
- v. Other

- Members generally agreed that the rural communities could be removed from the rotation since they currently only get the opportunity to serve on the ECICOG Board every 7 years and since the Board of Supervisors should be able to represent the needs of the rural communities.
- Members noted that the potential to remove rural communities from the rotation should be discussed with Chris Taylor.
- Members discussed whether University Heights should be included in the rotation or removed due to small population. Staff had the same question regarding Tiffin.
- Staff Recommendation: The rotation as noted in Item 3c(ii) above. (1) permanent Johnson County Supervisor appointment with no term limit to be filled as deemed appropriate, (2) remaining appointments with two-year term limits on rotation from each of the five urban communities – to be filled as deemed appropriate. No requirement that the two-year term is filled by the same individual thereby allowing for changes due to elections, resignations, or otherwise. Rural communities would no longer be part of the rotation.

4. Consider potential changes to MPO bylaws eliminating the Rural Policy Board

a. Service implications

- Committee was generally supportive of eliminating the Rural Policy Board (RPB), but was clear about getting feedback from Chris Taylor.
- Pat Heiden currently serves on the RPB and agreed that the charge of the Committee is limited.
- Committee was clear that even if the RPB is eliminated, a mechanism for providing services to rural communities should be provided. Staff indicated that requests for work could continue to be sent directly to MPO staff. This would include the same services that MPO currently provides (traffic Counts, intersection analyses, grant writing etc).

b. Budget Implications

- Ralston noted that if the Rural Policy Board is eliminated, the existing budget provided by rural communities would need to be absorbed by the County (approximately \$2,400 in MPO assessments and \$4,100 in ECICOG assessments in FY21).
- Staff Recommendation: Eliminate the Rural Policy Board and assess Johnson County for the balance of MPO/ECICOG budgets starting in FY22. Staff would continue to solicit for assistance / projects annually from the rural communities and continue to provide the same services currently provided.

5. Consider other necessary changes to MPO bylaws

- No additional changes noted by the Committee.

6. Next Steps

- Ralston to provide draft notes / bylaws for individual Committee member review and/or schedule second Committee meeting. Draft bylaws must be provided to both the rural and urban policy board's 30-days in advance of formal votes to change bylaws.

7. Set date/time for second committee meeting (if necessary)

- No subsequent meeting set. To be determined.

8. Adjournment

BYLAWS

of the Metropolitan Planning Organization of Johnson County, Iowa

~~Adopted February 1, 2011~~
~~Adopted XXXX, 2020~~

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 the~~ Board. Member entities are those general purpose local governments located within Johnson County, Iowa, and one appointed representative from the University of 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 area within 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 2. Purpose:

The purpose of the Urbanized Area Policy Board shall be:

To provide a structure for conducting the required transportation planning process according to Title 23 of the United States Code and subsequent acts and rules; to implement transportation planning programs in the Metropolitan Planning Organization transportation planning area; to conduct the planning and programming process necessary to produce Federally and State-required documents including the Transportation Improvement Program, the Transportation Planning Work Program, the Long Range Transportation Plan, the Traffic Model, the Passenger Transportation Plan, ~~the Public Transit Capital Equipment Plan~~, and other documents as required; to conduct transportation planning studies and provide data and recommendations as requested by MPO member entities; to provide staff support to area human services agencies and to report on the use of local public funds distributed to human services agencies as requested by local governments; to be a forum for other metropolitan and/or countywide issues and topics.

Section 3. Powers and Duties:

- A. The duties of the Urbanized Area Policy Board shall include providing policy direction regarding MPO activities, adopting budgets and other financial instruments, developing work programs, submitting applications for grants, executing contracts, hiring consultants, employing staff, and establishing of advisory committees as needed in furtherance of the Purpose of the Board detailed in Article II, Section 2 herein and in accordance with these Bylaws.
- B. The Board shall have the power and duty to prepare appropriate studies necessary to determine various public services and facilities required to meet current and long-term urbanized area needs and to prepare development plans designed to meet these needs. Said plans shall serve to guide the development of the area and to promote the general welfare, convenience, safety and prosperity of its citizens.
- C. Plans of the area may include but shall not be limited to transportation plans, including major streets, trails, transit, railroads, airports; ~~plans for human services;~~ and such other plans covering current and impending issues as may affect the urbanized area.
- D. Upon recommendation by the Board, the plan or plans, in whole or in part, or amendments thereto, may be adopted by the governing bodies of the member entities represented on the Board.
- E. Copies of the plan or plans, and amendments or revisions of a plan or plans, prepared by the Board may be transmitted by the Board to the chief administrative officers of the member entities and may be distributed to others with or without charge.
- F. In addition to the specific powers and duties herein specified, the Board shall further have the responsibility for adoption of an annual work program, including consideration of approval of the annual budget according to Article IX herein. In addition, the Board shall have responsibilities for various administrative actions necessary to comply with federal and state agency requirements and other similar administrative actions.

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 8. Representation:

- A. Every voting member entity will have a minimum of one representative, except for Johnson County which shall have two representatives. A voting representative is an individual appointed by the member entity to serve on the Board.
- B. Each voting representative will have one vote.
- C. There will be a total of 15 representatives (this number will be reevaluated when new entities are added).
- D. Additional representation will be granted based on distributing proportional representative seats based on the population within each municipality of the urbanized area. The total population of the urbanized cities shall be divided by the number of open seats to determine proportional representation.
- E. No one entity may have more than a 49% share of Board representation, with the remaining seats divided proportionally by the population of each member municipality.
- F. Board representation will be reevaluated after the results of each federally certified census are published; any changes in Board representation will take effect the following January after the results of the census are published.

Section 9. Committees:

- A. Standing advisory committees may be established by the Board to advise and provide recommendations to the Board. The Transportation Technical Advisory Committee (TTAC) is a permanent standing committee which shall provide policy and funding recommendations to the Board on transportation and transportation planning-related issues. The TTAC will also serve as a body to share and disseminate information on transportation and transportation-related topics. TTAC membership is included in the annual Transportation Planning Work Program.
- B. Functional committees may be established to provide information and recommendations on specific topics, and/or to share information amongst MPO entities. Functional committees may be established for transportation mode-specific issues, or for non-transportation-related topics including but not limited to affordable housing, watershed management, air quality and other regional issues. Membership shall generally include one representative of each MPO entity, and may include other non-MPO representatives as determined by the Board. Small functional committees may be established with fewer representatives, as determined by the Board.

ARTICLE III
Rural Policy Board

Section 1. Definition:

~~This Board shall consist of Johnson County government and municipalities within the County which are not on the Urbanized Policy Board.~~
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.

Section 3. Delegated Authority:

The MPO, acting through the votes of its representatives at its meetings, is solely responsible for official actions of the MPO. No member entity, MPO representative, committee of the MPO, or staff member can act in the name of the MPO without duly delegated authority.

ARTICLE V Selection of Representatives

Section 1. Selection:

Each member entity shall select its representative(s) and alternates according to the requirements herein.

Section 2. Representatives:

Representatives and Alternates to the Urbanized Area Policy Board ~~and the Rural Policy Board~~ shall be elected officials of their respective entities, or, in the case of the University of Iowa, shall be an official appointed by its president.

Section 3. Term of Appointment:

All representatives shall serve so long as they remain an eligible representative as defined in Article V herein, or until a successive representative is designated by the member entity.

Section 4. Alternates:

Each member entity may appoint elected official alternates for each of its voting representatives in accordance with this Section. In those cases where there is an insufficient number of elected officials to fill all alternate positions, employees directly responsible to the representative may be appointed.

Alternates shall have full voting rights at Board meetings whenever a member entity's regular representative is absent.

Section 5. Non-Voting Members:

Associate non-voting members of either Board may participate in programs and activities of the MPO in a non-voting advisory capacity, subject to procedures and policies which may be established by the Urbanized Area Policy Board and/or the Rural Policy Board.

ARTICLE VI Parliamentary Authority

The rules contained in the current edition of Robert's Rules of Order, Newly Revised shall govern in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order which either Board may adopt.

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~~ four 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~~ representatives. The subcommittee may be established by an affirmative vote of ~~each~~ the 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 county~~ population outside of the urbanized area.

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-MPOJC~~ 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.~~

Section 3. Adoption of Budget Commitment by Member Entities:

By March 15th of each year, member entities shall include their MPO and ECICOG Dues in their respective budgets, including a commitment to contribute the requested assessment for the two succeeding fiscal years.

Section 4. Additional Support:

In addition to the obligation for funding in Article IX, Section 2, member entities may annually approve additional support as they deem appropriate to meet individual needs and/or may contract for additional services.

ARTICLE X
Participation in East Central Iowa Council of Governments (ECICOG)

Section 1. Appointments to the ECICOG Board:

~~Each~~ Every other January, the Urbanized Policy Board shall appoint three elected official member representatives to the ECICOG Board after receiving nominations from the respective member entities according to the schedule below, and one citizen representative who is not an elected official and who meets the ECICOG requirements for a citizen representative, according to the following process:

- A. One elected official seat will be filled by ~~the two largest population entities, which will alternate every other year.~~ Johnson County.
- B. ~~One Two~~ One elected official seats will be filled by the ~~third through fifth largest population~~ five urbanized area communities based on the schedule provided. ~~entities which will alternate annually.~~

	2022-2023	2024-2025	2026-2027	2028-2029	2030-2031	2032-2033	2034-2035	2036-2037	2038-2039	2040-2041	2042-2043
Iowa City											
Coraville											
North Liberty											
Tiffin											
University Heights											

~~B.~~

- ~~C. One elected official seat will be filled by the remaining entities which will alternate annually.~~
- ~~D.C.~~ The citizen representative shall live in Johnson County and not be an elected official or directly responsible to an elected body. be appointed by the Johnson County Board of Supervisors.

Section 2. Term Limit:

The three elected official appointments shall each serve ~~one two~~ one year ~~terms and may not succeed themselves in a subsequent year with no requirement that the entire term be filled by the same~~

individual.

Section 3. Representatives:

The representative must be a Johnson County entity elected official, but not necessarily an elected official of that entity.

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.

Urbanized area member ~~Member~~ entities ~~may~~must 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~~e~~-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.



Date: September 16, 2020
To: Urbanized Area Policy Board
From: Emily Bothell, Sr. Associate Transportation Planner
Re: Agenda item #6: Discussion regarding Surface Transportation Block Grant (STBG) and Transportation Alternative Program (TAP) scoring criteria for funds allocated by MPOJC

MPOJC grant applications for Surface Transportation Block Grant (STBG) and Transportation Alternative Program (TAP) funding will be made available in February 2021. Prior to grant solicitation we wanted to provide the Board an opportunity to review the attached STBG and TAP scoring criteria (revised and approved in November 2018). The scoring criteria is one tool to evaluate potential grant funded projects and the Board is not required to award funding based solely on project scores. When reviewing the scoring criteria, recall it will also be used to score and rank projects to be included in the fiscally constrained projects list in the MPOJC Long Range Transportation Plan (LRTP) update.

At their September 15th meeting, the Transportation Technical Advisory Committee supported the continued use of the existing criteria. Please be prepared to discuss the criteria at your September meeting. We'll be asking for approval of the criteria in November.

I will be available at your September 23rd meeting to answer any questions you may have.

FY23-24 SURFACE TRANSPORTATION BLOCK GRANT & TRANSPORTATION ALTERNATIVES PROGRAM - SCORING CRITERIA

MPOJC Policy Board Approved November 14, 2018

1: Economic Opportunity – Supports metro area growth, innovation, job creation, and productivity

- A. Project improves/provides direct access to planned growth area, existing jobs, or retail +5
- B. Project involves more than one MPO jurisdiction +1 each (Points Possible: 7)

Total Points Possible: 12 (14%)

Score: _____

2: Environment¹ – Preserves and protects our natural resources, including land, water and air quality

- A. Project promotes air quality improvements via congestion reduction through one or more of the following: Geometric improvements (physical improvements that improve motorist operations), ITS/signalization improvements, Reduction of Vehicle Miles Traveled (VMT), Improvement to turning movements +1 each (Points Possible: 4)

Total Points Possible: 4 (4%)

Score: _____

3: Quality of Life – Enhances livability and creates vibrant and appealing places that serve residents throughout their lives

- A. Project directly enhances safe route(s) to school, or improves transportation choices for locations specifically serving multi-family developments or elderly populations +5

Total Points Possible: 5 (6%)

Score: _____

4: System Preservation – Maintained in good and reliable condition

- A. Maintenance or improvement to existing facility/infrastructure +5

Total Points Possible: 5 (6%)

Score: _____

5: Efficiency – Builds a well-connected transportation network and coordinating land use patterns to reduce travel demand, miles travelled, and fossil fuel consumption

- A. Project in a corridor with existing congestion (defined as having LOS E or F during peak hours according to the adopted MPO Travel Demand Model) +7
- B. Project in a corridor with forecasted future congestion (defined as having LOS E or F during peak hours according to adopted MPO Travel Demand Model, LOS map is attached) +7

Total Points Possible: 14 (16%)

Score: _____

6: Choice – Offers multi-modal transportation options that are affordable and accessible

- A. Project is on existing bus route (bus route map is attached) +3
- B. Separated trail or wide sidewalk (8' or wider) +3
- C. Project reduces modal conflict (pedestrian hybrid beacons, grade separation, dedicated bicycle lanes or sharrows, bus pull-off, etc.) +3

Total Points Possible: 9 (10%)

Score: _____

7: Safety – *Designed and maintained to enhance the safety and security of all users*

- A. History involving two or more documented bicycle or pedestrian collisions in the last five years (collision maps are attached) **+7**
- B. Top 25 highest MPO accident locations or top 10 highest accident mid-blocks in last three years (accident tables are attached) **+7**

OR

- C. Sight distance or related safety issue documented by an expert (planner/engineer) **+7**

Total Points Possible for A&B: 14 (16%)

OR

Total Points Possible for C: 7

Score: _____

8: Health – *Invites and enhances healthy and active lifestyles*

- A. Project extends regional trail network (map is attached) **+3**
- B. Project addresses critical gap in the regional trail network **+5**

Total Points Possible: 8 (9%)

Score: _____

9: Equity² – *Provides access and opportunity for all people and neighborhoods*

- A. Project improves transportation network in lower-income neighborhoods **+5**
- B. Focus of the project is to correct ADA non-compliance **+3**

Total Points Possible: 8 (9%)

Score: _____

10: Local Commitment – *Gauges local commitment to the project including local and/or state funds pledged*

- A. Local match 20.1% - 30% **+1**
- B. Local match 30.1% - 40% **+3**
- C. Local match 40.1% - 50% **+5**
- D. Local match 50.1% - 60% **+7**
- E. Local match 60.1% - or more **+9**

Total Points Possible: 9 (10%)

Score: _____

Total Score: _____

¹ Not used to score Transportation Alternatives Program projects

² Lower-income neighborhoods are defined as being at or below 80% of Area Median Income (AMI) by block group. Source: American Community Survey 5-Year Estimates (2012-2016)



Date: September 16, 2020
To: Urbanized Area Policy Board
From: Emily Bothell, Sr. Associate Transportation Planner
Re: Agenda item #7: Discussion regarding potential Federal Functional Classification changes for MPOJC Urbanized Area roadways

MPOJC grant applications for Surface Transportation Block Grant (STBG) and Transportation Alternative Program (TAP) funding will be made available in February 2021. These federal funds can only be spent on roadways functionally classified as collector, or higher, on the Federal Functional Classification (FFC) system. At the September 15th Transportation Technical Advisory Committee meeting we asked members to review the current FFC map and submit any needed revisions by October 15th.

The functional classification system is a hierarchy of five roadway classes and identifies which roads are Federal Aid Routes. The classes, from highest to lowest, are interstates, principal arterials, minor arterials, collectors, and local streets. Roadways with higher classifications provide better mobility and provide less access to individual properties. Roadways with lower classifications provide better access to individual properties and provide less overall mobility.

Roadways must provide a high-level of transportation connectivity within your jurisdiction. Roadways that do not demonstrate a high-level of connectivity within the existing FFC system or new roadways that are not programmed in a community's Capital Improvement Program will not be approved by the Iowa DOT. Only 35% of the total road mileage within the urban area can be included in the Federal Functional Classification System.

Once staff has received any/all amendments, we will work with the Iowa DOT to get 'pre-approval'. Once 'pre-approved' by the DOT, staff will bring a recommendation back to the Committee and Urbanized Area Policy Board for final approval.

I will be available at your September 23rd meeting to answer any questions you may have.

Link to the Highway Network Interactive Map:

<https://iowadot.maps.arcgis.com/apps/MapSeries/index.html?appid=ee5e09b37329492587f8dd4dca4f8e75>



Metropolitan Planning Organization of Johnson County

Date: September 16, 2020
To: Urbanized Area Policy Board
From: Emily Bothell, Senior Associate Transportation Planner
Re: Agenda Item #8: Update and Initial Discussion on the MPOJC Long Range Transportation Plan Revision Process

As mentioned at your July meeting, we're in the process of updating the MPO's Long Range Transportation Plan. To keep the Board apprised of our long-range planning undertakings, I detailed a list of items for discussion and general concurrence. This plan builds on the previous plan's vision, guiding principles, and performance measures with some minor modifications to ensure the Plan is comprehensive, cooperative, and continuing.

Transportation Vision

To ensure the strategic use of public investments and policies for the creation of a safe, efficient, and equitable transportation network that enhances economic opportunity and growth while preserving our environment and quality of life.

Guiding Principles – We'll be asking the Board to approve the guiding principles at your November meeting.

- 1) *Economic Opportunity* – supports growth, innovation, job creation, and productivity.
- 2) *Environment* – preserves and protects our natural resources, including land, water, and air quality.
- 3) *Quality of Life* – enhances livability and creates vibrant and appealing places that serve residents throughout their lives.
- 4) *System Preservation* – maintain the existing facilities in good and reliable condition.
- 5) *Choice* – offer multi-modal transportation options that are affordable and accessible.
- 6) *Safety* – transportation network designed and maintained to enhance safety and security of all users.
- 7) *Efficiency* – builds a well-connected transportation network with coordinated land use patterns to reduce travel demand and delay, miles travelled, and energy consumption.
- 8) *Health* – invites and enhances healthy and active lifestyles.
- 9) *Equity* – provide access and opportunity for all people and all neighborhoods.

Performance Measures – The latest federal transportation bill, the FAST Act (Fixing America's Surface Transportation) requires that long-range plans include performance measures. Attached is a list of performance measures, some of which are new, that will allow for us to evaluate how well the regional system is performing relative to our baseline goals included in the 2017 Plan.

As a planning document, there should be adequate opportunity for input and understanding of the provisions included in the MPOJC Long Range Transportation Plan. If you or your organization would like to know more about the revision process, or more detail about what the Plan includes, staff would be happy to give a short presentation to any committees or commissions which are a part of your organization. To request a staff presentation, please contact me at 319-356-5250 or emily-bothell@iowa-city.org.

I will be available at your September 23rd meeting to answer any questions you may have.

MEASURE	DEFINITION	TREND	MPO BASELINE DATA**
Economic Opportunity			
Travel time to work	Average travel time to work	Decrease ↓	18.5 minutes
Transit access to employment	Percent of metro employees within 1/4 mile of transit route	Increase ↑	93%
Environment			
VMT	Metro Area vehicle miles traveled	Decrease ↓	660,194 (1000's of miles)
Housing density	Metro area housing units per acre	Increase ↑	1.4
Air quality	Annual average concentration of PM 2.5 in Johnson County	Decrease ↓	9.3-9.6 (EPA annual standard = 12)
Quality of Life			
Travel delay to work	Annual hours of delay per auto commuter	Decrease ↓	6 hrs / yr
Trail access	Percentage of metro area within 1/4 mile of trail system	Increase ↑	80%
System Preservation			
Bridges	Percent of bridges (IDOT, County, & City) in Johnson County rated as being deficient	Decrease ↓	20.0% (2015)
	Percent of NHS bridges classified as being in Good condition*		New Measure
	Percentage of NHS bridges classified as being in Poor condition*		New Measure
Pavement Condition	Percent of pavement measured at fair or better condition	Increase ↑	93% (2014) State/Federal
	Percent of Interstate pavements in Good condition*	Increase ↑	70% (2013) Local Fed Aid Route
	Percent of Interstate pavements in Poor condition*		New Measure
	Percent of non-Interstate NHS pavements in Good condition*		New Measure
	Percent of non-Interstate NHS pavements in Poor condition*		New Measure
	Percent of non-revenue vehicles met or exceeded Useful Life*		New Measure
Transit	Percent of revenue vehicles met or exceeded Useful Life*		New Measure
	Percent of track segments with performance restrictions*		New Measure
	Percent of assets with condition rating below 3.0 on FTA TERM Scale*		New Measure
Choice			
Mode Split	Percentage of workers commuting via walking, biking, transit, or rideshare	Increase ↑	14.9% (2015)
Facilities	Miles of roadway that include bike lanes	Increase ↑	6.2 miles
	Percentage of roadway miles that do not include sidewalks	Decrease ↓	13 miles
Safety			
Fatalities	Total number of traffic fatalities* (5-year total)	Decrease ↓	24 (local) / 342 (state-wide)
	Rate of fatalities per 100 million vehicle miles traveled (VMT)*	Decrease ↓	0.761 (local) / 1.019 (state-wide)
Serious Injuries	Number of serious injury accidents* (5-year total)	Decrease ↓	127 (local) / 1,420 (state-wide)
	Rate of serious injury accidents per 100 million VMT*	Decrease ↓	4.023 (local) / 4.230 (state-wide)
Nonmotorized Fatalities/Injuries	Number of non-motorized fatalities/injuries* (5-year total)	Decrease ↓	32 (local) / 132.6 (state-wide)
	Rate of non-motorized fatalities and serious injuries per 100 million VMT	Decrease ↓	1.016
Bicycle Collisions	Total Collisions	Decrease ↓	170
Pedestrian Collisions	Total Collisions	Decrease ↓	154
Transit Safety	Total number of reportable fatalities and rate per total vehicle revenue miles by mode*		New Measure
	Total number of reportable injuries and rate per total vehicle revenue miles by mode*		New Measure
	Total number of reportable events and rate per total vehicle revenue miles by mode*		New Measure
	Mean distance between major mechanical failures by mode*		New Measure
Efficiency			
Congestion	Percentage of major road mileage at Level of Service C or better at peak hours	Increase ↑	97.90%
Travel Time Reliability	Percent of the person-miles traveled on the Interstate that are reliable*		New Measure
	Percent of the person-miles traveled on the non-Interstate NHS that are reliable*		New Measure
Vehicle Miles Travelled	Truck Travel Time Reliability (TTR) Index*		New Measure
	Local VMT per capita (annual, 1000's of miles)	Decrease ↓	5,709 (2015)
Health			
Physical activity	Percent of adults in Johnson County who are physically active	Increase ↑	17.6% (2013)
Seat belt use	Percent of adults reporting to always use seat belts	Increase ↑	86% (2013)
Equity			
Housing & transportation costs	Average proportion of household income devoted to housing and transportation costs	Decrease ↓	49% metro average

*Federally required performance measurement.

** Baseline data was obtained from multiple sources. Data ranges from years 2013 - 2015.