

SIouxLAND REGIONAL TRANSPORTATION PLANNING ASSOCIATION (SRTPA)  
Policy Board

Minutes of the Thursday, September 17, 2009 Meeting

10:00 a.m.

SIMPCO, 1122 Pierce Street, Sioux City, Iowa

MEMBERS PRESENT:

Jeff Simonsen, Chair	Cherokee County
John Rexwinkel, Vice Chair	City of Le Mars
Don Kass	Plymouth County
Doug Walish	Woodbury County

MEMBERS ABSENT:

Allen Hilker	Ida County
John McCall	Monona County
Jim Peck	City of Cherokee

GUESTS:

Mark Monson	Woodbury County
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STAFF:

Michelle Bostinelos, Transportation Planning Director	Siouxland Interstate Metropolitan Planning Council
Sharon Burton, Secretary	Siouxland Interstate Metropolitan Planning Council
Jane Gilbert, Co-Executive Director	Siouxland Interstate Metropolitan Planning Council
Dwight Lang, Co-Executive Director	Siouxland Interstate Metropolitan Planning Council
Eric Sanders, Transportation Planner	Siouxland Interstate Metropolitan Planning Council
Kellee Van Bruggen, Transportation Planner	Siouxland Interstate Metropolitan Planning Council

The Policy Board met on Thursday, September 17, 2009 at 10:00 a.m., at SIMPCO, 1122 Pierce Street, Sioux City, Iowa. Jeff Simonsen, Chair, called the meeting to order at 10:00 a.m.

- I. Approval of the Agenda – Chair Jeff Simonsen asked if there were corrections to the revised agenda. ***Don Kass moved to approve the revised agenda as presented, seconded by John Rexwinkel. No further discussion. Motion carried.***
- II. Approval of the Minutes – Chair Jeff Simonsen asked if there were corrections to the minutes of the June 25, 2009 Policy Board regular meeting. ***John Rexwinkel moved to approve the minutes as presented, seconded by Don Kass. No further discussion. Motion carried.***
- III. Officer Elections – ***John Rexwinkel nominated Jeff Simonsen as Chair, seconded by Doug Walish. There were no further nominations. Motion carried.***

***Jeff Simonsen nominated John Rexwinkel as Vice Chair, seconded by Don Kass. There were no further nominations. Motion carried.***

- IV. Review Monthly Correspondence– Michelle Bostinelos provided an overview of the director's report included in the meeting packet. Staff and the city of Sioux City hosted the U.S. Highway 20 Association meeting held on July 10<sup>th</sup> at the Long Lines Recreation Center in Sioux City. Staff attended a series of Lewis & Clark Multi-Use Trail Study meetings held in this area July 28 through July 30. Ms. Bostinelos noted the consultant for this study will be hosting drop-in workshops for the public to view and comment on recommended trail routes on September 24<sup>th</sup> from 9:00 a.m. – 3:00 p.m. in Onawa at the Community and Recreation Center and September 25<sup>th</sup> from 9:00 a.m. – 3:00 p.m. in Sioux City at the Lewis and Clark Interpretive Center.

- V. Transportation Improvement Progress Report – Since Dakin Schultz with Iowa DOT was unable to attend the meeting, Michelle Bostinelos highlighted several items reported by Mr. Schultz at the Transportation Advisory Committee (TAC) meeting held yesterday. The Iowa DOT hosted a public information meeting for the Statewide Public Transportation Funding Study on Tuesday, September 15<sup>th</sup> at the Sioux City Public Library, 529 Pierce Street. This is the second series of meetings being held across the state to gather input and evaluate the unmet needs of those who are transit dependent. She encouraged members to visit Iowa DOT's website to learn more about the study and fill out a survey.

A Traffic Engineering Assistance Program (TEAP) study is being conducted for the city of Onawa. The study will address issues regarding the portion of Iowa 175 that runs through the downtown area.

Paving currently underway on I-29 will stop in November and resume again this spring.

The State of Iowa was second in the nation with American Recovery and Reinvestment Act (ARRA) projects under contract. After the January lettings unspent local funding will be returned to the Iowa DOT for utilization. The state may also attempt to capture unused funding from other states.

- VI. Surface Transportation Program (STP), Highway Bridge Replacement and Rehabilitation Program (HBRRP) and Transportation Enhancement (TE) Program Deadlines for Applications – Michelle Bostinelos reported the TAC recommends staff distributes the STP and TE applications on December 11, 2009 with a deadline to SIMPCO of January 22, 2010. ***John Rexwinkel moved to accept the recommendation of the TAC and approve the distribution of STP and TE applications on December 11, 2009 with a deadline to SIMPCO of January 22, 2010, seconded by Doug Walsh. No further discussion. Motion carried.***
- VII. Surface Transportation Program (STP) and Transportation Enhancement (TE) Guidelines – Kellee Van Bruggen reported staff has put the SRTPA guidelines for the STP and TE application process and disbursement of funds in writing. She explained although this process has been followed in previous years, having it documented would assist new members of the TAC and Policy Board as well as other entities. She reviewed the STP and TE application process included in the meeting packet, handed out application forms used last year for STP and TE proposals and presented suggested changes to the application forms.

Michelle Bostinelos noted TAC members suggested the following items should be addressed or clarified in the application process:

- The deadline should be enforced so applications are not brought to the TAC meeting where recommendations are made to the Policy Board.
- Since there will be a strict deadline:
  - ✓ TE applications should be sent to every incorporated city within the SRTPA area.
  - ✓ Cities between 500 and 5,000 will also receive an STP application because they may have eligible road projects within their community.
- Cities need to be aware that the county is their sponsor; therefore, they will need to contact the county engineer about projects.
- In order not to mislead applicants, they should know historically the SRTPA has only funded construction costs for TE projects, not costs associated with land acquisition, engineering, relocation or allow in-kind.

Ms. Van Bruggen requested Policy Board members review the STP and TE application process and return comments by October 28, 2009. Staff will email the final application process and forms to the TAC for review and comments before it is presented to the Policy Board for approval in November.

- VIII. Amendments to the Public Participation Plan – Kellee Van Bruggen reported staff is recommending the following amendments to the Public Participation Plan originally adopted by the Policy Board on June 19, 2008.
1. **Include the amendment/administrative modification process for the TIP and the Long Range Transportation Plan.** *Ms. Van Bruggen explained the FY 2010 – 2013 TIP approved on June 25, 2009 included a section defining this process, adding it to the Public Participation Plan will assure consistency in all documents.*

2. **Modify the Long Range Transportation Plan public comment period to state thirty (30) days instead of forty-five (45) days.** *Ms. Van Bruggen noted shortening this period came about as a result of the MPO process in which there was a time constraint in approving ARRA projects.*
3. **The Passenger Transportation Development Plan (PTDP) now referred to as the Passenger Transportation Plan (PTP) is a document updated every five (5) years and includes a yearly review.** *Ms. Van Bruggen explained Iowa DOT has made these changes.*

The Public Participation Plan requires a 45-day public comment period that includes a public input meeting. The public input meeting for the proposed changes presented today is scheduled for October 20, 2009 from 4:00 p.m. until 6:00 p.m. at SIMPCO, 1122 Pierce Street, Sioux City. Staff will request final approval at the November meeting.

IX. SRTPA Transportation Improvement Program (TIP) FY 2010 – 2013 Amendment & Administrative Modifications – Michelle Bostinelos reviewed the proposed amendment and administrative modifications.

Amendment

1. SRTS one 176" LD Bus (change from bus #570 to #585) needs to be programmed at a total estimated cost of \$77,000 with \$14,973 Federal participation (ARRA) in FY 2010.  
*Ms. Bostinelos explained the Policy Board approved programming remaining ARRA funds toward the purchase of a bus. SRTS wants to replace bus #585 instead of #570.*

Administrative Modifications:

1. SRTS four 176" LD Buses (205, 425, 570, change from #585 to #340) needs to be programmed at a total estimated cost of \$308,000 with \$255,640 Federal participation (5309) in FY 2010.  
*Ms. Bostinelos noted there was no change in dollar amounts, only bus numbers.*
2. SRTS seven 176" LD Buses (#120, 125, 240, 315, 320, 435, change #555 to #235, delete #580) needs to be programmed at a total estimated cost of \$567,000 with \$470,610 Federal participation (5309) in FY 2011.  
*Ms. Bostinelos noted bus numbers were changed and one bus was removed which did reduce the total estimated cost and federal participation.*
3. SRTS one 176" LD Bus (change from #340 to #580) needs to be programmed at a total estimated cost of \$81,250 with \$65,000 Federal participation (STP) in FY 2013.  
*Ms. Bostinelos noted there was no change in dollar amounts, only bus numbers.*
4. Monona County Bridge Replacement – Tulip Avenue: Over Soldier River (BROS-C067 (K35-3) – 8J-67 needs to be programmed at a total estimated cost of \$600,000 with \$480,000 Federal participation in FY 2010.  
*Ms. Bostinelos noted this project was originally programmed for FY 2011; however, at the TAC meeting held yesterday, the county engineer requested reprogramming to FY 2010. Discussion followed.*

Dwight Lang explained administrative modifications 1 through 3 are shown as a need since federal funding has not been awarded. Discussion followed on the bus replacement process.

Ms. Bostinelos reported these approved changes would be included in the Statewide Transportation Improvement Program (STIP), which becomes official in October.

***Don Kass moved to approve the amendment and three administrative modifications as presented, seconded by Doug Walish. No further discussion. Motion carried.***

- X. Additional Comments – The next meeting will be held at 10:00 a.m. on Thursday, November 12, 2009 at 1122 Pierce Street in Sioux City. A Siouxland Regional Transit System (SRTS) Board of Directors meeting will follow at 11:00 a.m.
- XI. Adjournment – Chair Jeff Simonsen adjourned the meeting at 10:40 a.m.