



## MEETING NOTICE

MPOJC Urbanized Area Policy Board  
Wednesday, May 30, 2018 – 4:30 PM  
Iowa City City Hall – Council Chambers  
410 E. Washington St., Iowa City IA

### AGENDA

- 1. Call to Order**
  - a. Recognize alternates
  - b. Consider approval of meeting minutes
  - c. Set next Board meeting date, time and location (July 18, tentatively hosted by Johnson County)
- 2. Public Discussion of any item not on the agenda\***
- 3. Transportation Planning**
  - a. Consider a resolution approving the FY2019 MPOJC Transportation Planning Work Program
  - b. Consider approval of a cooperative agreement between MPOJC and transit agencies for continuing transportation planning in the urbanized area
  - c. Consider approval of the Draft FY2019-2022 MPOJC Transportation Improvement Program (TIP) projects list
  - d. Update on the CRANDIC passenger rail study
  - e. Update on the MPOJC federal quadrennial review
- 4. Other Business**
  - a. Update on Bike to Work week/month
  - b. Update from Iowa City Staff on significant community projects
- 5. Adjournment**

*\*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](mailto:Kent-Ralston@Iowa-City.org) 48 hours prior to the meeting.*

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

**PRELIMINARY**

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

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

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

1. CALL TO ORDER

Berner called the meeting to order at 4:30 p.m.

a. Recognize alternates

All members were present.

b. Consider approval of meeting minutes

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

c. Set date of next meeting

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

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

No public comment was presented.

3. TRANSPORTATION PLANNING

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

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

the MPO will automatically participate in the Federal-Aid-Swap.

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

i. Presentation

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

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

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

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

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

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

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

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

Botchway asked how many projects, statewide, would qualify for the swap within the next year. Anderson stated there's not a definite number until the final programs from each RPA and MPO are summited. Typically, this MPO averages one federal aid project a year.

Ralston clarified that there has been an average of at least one project a year for the past 5 -10 years. A draft of the Transportation Improvement Program (TIP), which programs all federal and state funding for projects within the urbanized area, will be presented to the Board at the next meeting.

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

Ralston clarified that the Board could not set their own prevailing wage requirement for MPO projects within the area, as explained by the Iowa City Attorney. This determination came from a supreme court case in Polk County.

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

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

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

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

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

Sayre asked for clarification on federal dollars that come to the state, would the same amount be subject to the Davis-Bacon act even if we do not participate in the swap? Anderson responded yes.

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

Berner opened the discussion for public comment.

Bill Gerhard stated that without Davis-Bacon, the only other form of wage protection workers have is minimum wage regulations. Contractors are also required to have a certified payroll under Davis-Bacon that stops misclassification of workers and wage theft. Gerhard presented the Board with two documents. The first outlined what is

included in projects with Davis-Bacon. He stated that the fringe benefits can be used only for health insurance, retirement, and training. The second document included information pertaining to the results of states removing their individual state Davis-Bacon laws.

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

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

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

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

Berner closed public comment.

## ii. Board Action

A motion to opt-out of the Federal-Aid-Swap was made by **Carberry**; **Foster** seconded. Sayre recused himself from the vote.

From stated she supports the TTAC recommendation for opting-in to the program.

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

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

Botchway expressed his support in opting-out for one year in order to review the data from the rest of the state. While city staff stressed the time savings the swap would produce, there is typically only one eligible project a year.

Carberry supported the motion to opt-out due to safety and wage concerns for construction workers. Carberry did mention that his county engineer had shown support for opting-in to the swap.

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

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

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

Cole asked Ralston if the MPO had an estimate of delay on projects if the Board chooses to opt-out of the swap.

Ralston stated that the MPO does not at this moment. The TIP document is currently being drafted. However, any project that has already been deemed 'federalized' by the DOT would not be eligible for the swap; like the current I-80/I-380 project. But, the associated auxiliary projects, that will be in the upcoming TIP, could qualify for the swap.

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

Mims asked Anderson if the DOT was planning on consolidating the federal funding into a few larger projects across the state under the swap program. Anderson responded that the federal funding would still be spread across the state to multiple regions and projects. The swap would allow some small and medium sized projects, like bridge replacements, to now be funded with federal funds.

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

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

Donahue asked the public union representatives if they could provide an estimate of how many union workers identify as a minority. Gerhard estimated that out of the 16 unions, minorities make up approximately 20% of the union labor force.

Donahue expressed his concern on the conflict of supporting unions against providing ample opportunities for minorities to advance.

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

Mims stated her support for opting-out of the swap to gain a better understanding of the rules, savings, and implications of the swap. Mims acknowledged the complexity of this issue. The repercussions of cost savings, local wage impacts, safety, and quality of constructions are all unknown.

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

are still in place.

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

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

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

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

Ralston noted that the MPO is aware that other projects and data collection needs may come up during the year and were usually able to fit smaller unscheduled projects into the work program. More significant projects proposed during the year would be brought to the Board at that time.

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

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

c. Consider approval of FY2019 MPOJC Transit Program of Projects

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

The Program of Projects will also be included in the FY2019-2022 TIP and the Iowa DOT's FY2019 Consolidated Transit Funding Applications for each transit system. This information will be distributed to the Board for review. The draft FY2019-2022 MPOJC TIP will be presented in May. The final TIP will be prepared for Board approval in late June or early July.

Neumann stated TTAC had unanimously recommended approval of the FY2019 MPOJC Federal Transit Program of Projects.

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

d. Update on CRANDIC passenger rail study

Neumann provided the Board with the previously requested Iowa DOT methodology for forecasting autonomous vehicle and passenger rail ridership along the I-380 corridor. Appendix D, of the Interstate 380 Planning and Environmental Linkage (PEL) Study, includes the Simplified Trips on Project Software (STOPS) modeling program, methodology, and the assumptions made on the ridership analysis.

Neumann informed the Board that MPOJC has discussed the scope of service regarding the Phase III Passenger Rail Study with the Iowa DOT, CRANDIC Railroad, and HDR Consulting. The MPO is waiting to review the draft scope proposal and cost estimate HDR will provide.

Neumann stated that HDR will also provide a draft scope proposal and cost estimate for a "rails-to-trails" study through the CRANDIC corridor between Iowa City and North Liberty. Additional funding will be required for this study.

Berner asked Neumann if the scope would include projected rider fare and operating costs. Neumann confirmed that both the projected rider fare and operating costs would be included in the study.

e. Update on the MPOJC 2017 Transportation Planning Annual Report

Ralston stated that the 2017 MPOJC Transportation Planning Annual Report outlines much of the work staff completed in the 2017 calendar year. The report is presented to the Board to show the breadth and type of work that was requested of the MPO.

f. Update from Coralville Staff on significant transportation projects in the community

Holderness stated the City of Coralville is undergoing two major arterial road projects and one trail project in 2018. The last segment of the major safety improvement project along 1<sup>st</sup> Avenue south of I-80, from 6<sup>th</sup> Street to 9<sup>th</sup> street will be completed in November.

Carberry asked Holderness if 1<sup>st</sup> Avenue would still have the four proposed entrances into the Iowa River Landing (IRL) when construction is complete. Holderness replied that it remains important to have four adequate access points from 1<sup>st</sup> Avenue. There are currently two entrances at 7<sup>th</sup> Street and 9<sup>th</sup> Street. The 6<sup>th</sup> Street entranceway will be added in the 1<sup>st</sup> Avenue project and the IRL Place entrance will be constructed during reconstruction of the 1<sup>st</sup> Avenue/I-80 Interchange Project with the Iowa DOT.

Holderness stated that the City of Coralville is also completing the final segment of Coral Ridge Avenue improvements. This is a joint project with the City of North Liberty along Coral Ridge Avenue from Oakdale Boulevard to Forevergreen Road. This project will include a road closure on Coral Ridge Avenue to allow project completion by November. The closure is expected to be from May through November.

Holderness stated that Clear Creek Trail Phase 6 and 7 has begun. This will connect the existing trail in Coralville to the existing trail in Tiffin. The completion date is expected in Fall of 2018 for both phases.

6. Adjournment

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

**The meeting was adjourned at 5:52 p.m.**





Date: May 30, 2018

To: Urbanized Area Policy Board

From: Kent Ralston; Executive Director *KR*

Re: Agenda Item #3(a): Consider a resolution approving the FY2019 MPOJC Transportation Planning Work Program

Attached is a draft copy of the MPOJC FY19 Transportation Planning Work Program (TPWP) for your review. The Work Program includes all locally-requested projects we received from member-entities and general projects and procedures as required by the Iowa DOT, Federal Highway Administration (FHWA), and Federal Transit Administration (FTA). Besides being a federal requirement, staff rely on the Work Program to organize our data collection and manage project workflow throughout the year.

The format used for the TPWP is the general format required for submittal to the Iowa DOT, FHWA and FTA. Please review the document and let staff know if you would like to see any modifications before staff forwards the document to the DOT, FHWA, and FTA for final approval. We will continue to take requests for additional projects which come up throughout the year and complete those projects as time permits.

On May 22<sup>nd</sup>, the Transportation Technical Advisory Committee unanimously recommended approval of the Work Program. Please be prepared to consider approval of the FY19 Transportation Planning Work Program at your May 30 meeting.

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

# FY2019 Transportation Planning Work Program

Metropolitan Planning Organization of Johnson County



*Approved May 30, 2018*  
*Last updated May 30, 2018*

# FY2019 Transportation Planning Work Program

---

Metropolitan Planning Organization of Johnson County  
410 East Washington Street, Iowa City, IA 52240

Kent Ralston, Executive Director  
Emily Bothell, Sr. Trans. Engineering Planner  
Brad Neumann, Assistant Transportation Planner  
Sarah Walz, Assistant Transportation Planner  
Vacant, Assistant Transportation Planner

Adopted by the MPO Urbanized Area Policy Board May 30, 2018

Preparation of this report was financed in part through a grant by the Federal Transit Administration under Section 5303 of the Federal Transit Act, as amended, and in part through a grant by the Federal Highway Administration under the provision of the 1962 Federal Aid Highway Act, as amended.

## **Table of Contents**

<b>1</b>	<b>MPO Organization</b>
<b>3</b>	<b>Development of FY2019 Transportation Planning Work Program</b>
<b>4</b>	<b>Planning Priorities of FY2019 Transportation Planning Work Program</b>
<b>5</b>	<b>Revisions to the Transportation Planning Work Program</b>
<b>7</b>	<b>Resolution</b>
<b>8</b>	<b>Policy Board, Technical Committee, and Staff Listing</b>
<b>10</b>	<b>Summary of Projects</b>
<b>19</b>	<b>Purchasing of Equipment</b>
<b>20</b>	<b>FY2019 Budget Summary</b>
<b>21</b>	<b>Federal Fund Distribution and Employee Hours</b>
<b>22</b>	<b>Statement Regarding Direct and Indirect Cost Allocations</b>
<b>23</b>	<b>Certification of Procurement and Consultant Selection Procedures</b>
<b>24</b>	<b>Performance Management Agreement between Iowa DOT and MPOJC</b>
<b>26</b>	<b>Listing of requested FY19 Work Program projects</b>

## The Iowa City Urbanized Area Metropolitan Planning Organization

Transportation planning in the Iowa City Urbanized Area is conducted by the Metropolitan Planning Organization of Johnson County (MPOJC). On January 12, 1982 the governor of Iowa designated the Metropolitan Planning Organization for the Iowa City Urbanized Area. The **Urbanized Area Policy Board** is organized to conform with the federal requirements for an MPO. Seven governmental entities have voting representation on the Urbanized Area Policy Board. The Iowa City Community School District is represented by a non-voting member. The following member agencies have voting representatives on the Urbanized Area Policy Board.

City of Iowa City:	6 representatives
City of Coralville:	2 representatives
Johnson County:	2 representatives
City of North Liberty:	2 representatives
City of Tiffin:	1 representative
City of University Heights:	1 representative
University of Iowa:	1 representative
<hr/>	
<b>Total:</b>	<b>15 representatives</b>

The number of voting representatives is roughly proportional to population size, but does not allow any one member agency to control a majority of the board.

The **MPO** consists of a part-time Director who oversees two full-time transportation planners, one part-time transportation planner, and one traffic engineering planner. Augmenting the staff are two to three planning interns. Additional staff is shared with the City of Iowa City in the areas of secretarial, accounting, and legal services.

In addition to the Urbanized Area Policy Board, the MPO has established the **Transportation Technical Advisory Committee**. This committee is comprised of area transportation professionals and representatives of state and federal departments of transportation. The Transportation Technical Advisory Committee functions to aid MPO staff in identifying/addressing transportation issues and makes recommendations to the Urbanized Area Policy Board.

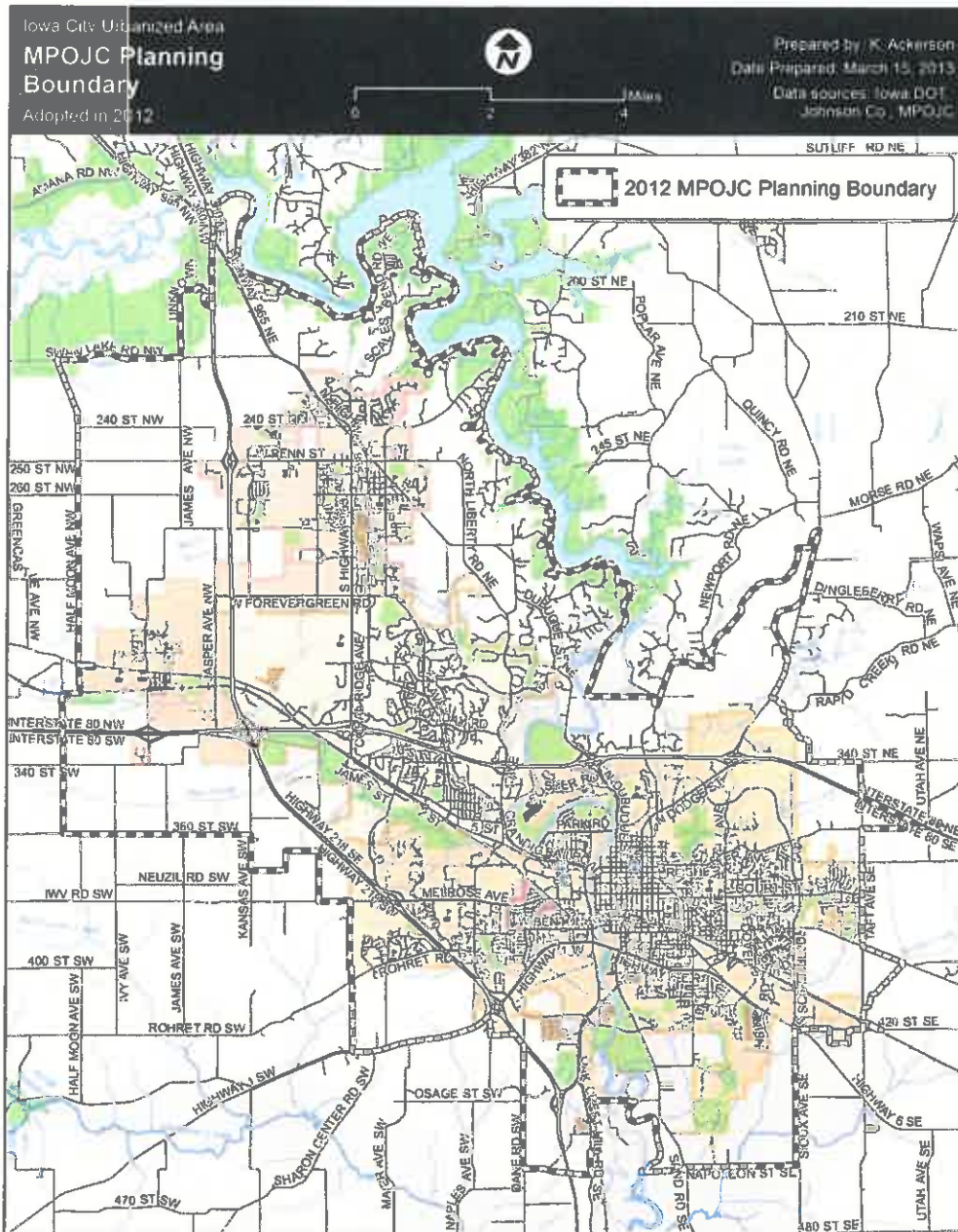
The **Regional Trails and Bicycling Committee** has been established to assist with discussion of pedestrian and bicycle-related issues and provides recommendations on pedestrian and bicycling issues to the Urbanized Area Policy Board.

Additional ad hoc committees are formed on an as-needed basis.

## Long-Range Planning Area

The following map shows the MPO long-range transportation planning boundary. This boundary was amended by the Urbanized Area Policy Board in 2012. This area includes the census-designated Iowa City Urbanized Area as well as the adopted long-range growth areas for each city.

### Transportation Planning Boundary for the Iowa City Urbanized Area



File location: S:\Iowa City GIS\JCCOG\_Maps\2010 UAB Boundary Revision\Boundaries.mxd

## **Development of FY2019 MPOJC Transportation Planning Work Program**

The Transportation Planning Work Program is developed each year in a coordinated effort involving the MPOJC Regional Trails and Bicycling Committee, the Transportation Technical Advisory Committee, and the Urbanized Area Policy Board. A draft work program is assembled by MPOJC staff which includes special requested projects; ongoing and routinely occurring projects; projects required by the Federal Highway Administration, the Federal Transit Administration, and the Iowa Department of Transportation; and carry-over projects from the preceding fiscal year.

A process is conducted in January and February of each year whereby all members of the Transportation Technical Advisory Committee (including a representative from the Regional Trails and Bicycling Committee) are asked for project ideas for the following year's transportation planning work program – each requested project is included in the appropriate section of this document starting on Page 10, a list of all projects requested is on Page 25.

There is also a public participation element of the preparation of the annual Transportation Planning Work Program. It has been the policy of MPO to have transportation planning projects requested by the “public” to be sponsored by one of the entities that belong to the MPO.

The projects requested by the Transportation Technical Advisory Committee and specific work program items requested by Iowa DOT were forwarded to MPOJC public participation organizations as part of the Work Program development and notification process. Notice of the development of the Work Program was posted on the MPOJC website as well. The draft Work Program is then forwarded to the Federal Highway Administration, the Federal Transit Administration, and the Iowa Department of Transportation for review. Following the receipt of review comments, the final MPOJC Transportation Planning Work Program is prepared. This document is then submitted to the MPOJC Urbanized Area Policy Board for final approval.

## **Planning Priorities of FY2019 MPOJC Transportation Planning Work Program**

In general, the Work Program is oriented toward projects which 1) carry out the projects and procedures required due to our designation as a Metropolitan Planning Organization; 2) continue to address transportation needs and issues due to MPOJC being part of a growing and dynamic community; and 3) continuing our efforts to maintain and improve our multi-modal transportation network. A significant number of our work program projects are related to our growing population and changing traffic patterns, and to our continued emphasis on bicycle, pedestrian, and transit modes.

A priority for much of the urbanized area includes providing a solid transportation network for a rapidly growing population – the Iowa City metro area had the greatest growth in the state (7.7%) between 2010-2014 (U.S. Census Bureau). This population increase places demands on existing transportation infrastructure and also generates demands for new and expanded transportation facilities as indicated by many of this year's work program projects. Ensuring these demands are met with limited and uncertain transportation funding available to our region will no doubt be one of the biggest challenges the community faces in the coming years.

Another priority for the community is the construction of several new schools and numerous school expansion projects in the urbanized area. The MPO has and will continue to provide traffic forecasts and conduct site plan reviews for these projects and make recommendations for necessary transportation infrastructure over the next several years.

The Iowa DOT is also currently planning for several very large capital infrastructure projects in the urbanized area – including the reconstruction of the Interstate 80/380 and Interstate 80/1<sup>st</sup> Avenue interchanges and the construction of a new Forevergreen Road/Interstate 380 interchange. MPOJC will continue to provide traffic model estimates for these projects and programming for these projects necessary to satisfy Federal Highway Administration requirements. MPOJC will also continue to work with the DOT, the East Central Iowa Council of Governments (ECICOG), and local partners on an express bus service to operate between the Iowa City and Cedar Rapids metro areas to reduce congestion on Interstate 380 and to provide transportation choice within the corridor.



# Revisions to the Transportation Planning Work Program

## Overview

2 CFR 200 describes the uniform administrative rules for Federal grants and cooperative agreements and sub-awards to State, local and Indian tribal governments. These requirements apply to metropolitan planning (PL) and State Planning and Research (SPR) grants. The Federal Transit Administration (FTA) has similar requirements documented in FTA Circular 5010.1C, which apply to FTA metropolitan planning grants. The State of Iowa uses a Consolidated Planning Grant where Federal Highway Administration (FHWA) and FTA planning funds are combined into a single fund managed through FTA's TrAMS system. The uses of these funds are documented in the work programs of the Iowa DOT, MPOs, and RPAs.

## Waiver of approvals

All work program changes require prior written Federal approval, unless waived by the awarding agency. 2 CFR 200.308 outlines different types of revisions for budget and program plans, and the following summarizes revisions that require prior Federal approval, as well as other miscellaneous actions and allowable costs that require prior Federal approval. More information can be found on the FHWA website ([www.fhwa.dot.gov/planning/priorapprovals.cfm](http://www.fhwa.dot.gov/planning/priorapprovals.cfm)).

Types of Work Program revisions that require Federal approval include, but are not limited to, the following:

- Request for additional Federal funding.
- Transfers of funds between categories, projects, functions, or activities which exceed 10% of the total work program budget when the Federal share of the budget exceeds \$150,000.
- Revision of the scope or objectives of activities.
- Transferring substantive programmatic work to a third party (consultant).
- Capital expenditures, including the purchasing of equipment.
- Transfer of funds allotted for training allowances.

Types of revisions that require Iowa DOT approval include:

- Transfers of funds between categories, projects, functions, or activities which do not exceed 10% of the total work program budget, or when the Federal share of the budget is less than \$150,000.

Types of revisions that require MPO/RPA approval include:

- Revisions related to work that does not involve federal funding.

## Revision and Approval Procedures

- All revision requests from MPOs and RPAs should be submitted electronically to the Iowa DOT Office of Systems Planning. Four hard copies of the revision shall also be sent to Systems Planning, which will be forwarded to the DOT District, FHWA, and FTA for review and any necessary approvals.
  - Revision requests shall, at a minimum, include:
    - A resolution or meeting minutes showing the revision's approval.
    - Budget summary table with changes highlighted/noted.
    - Modified section(s) of the plan's work elements with changes highlighted/noted.

- Revisions where FHWA/FTA is the designated approving agency shall require written approval by FHWA/FTA prior to commencement of activity, purchasing of equipment, or request for reimbursement.
- Revisions where the Iowa DOT Office of Systems Planning is the designated approving agency shall require written approval by the Iowa DOT Office of Systems Planning prior to commencement of activity or request for reimbursement.
- Revisions where the MPO or RPA is the approving agency shall be approved by the Policy Board.
- Notification by the approving agency will be in writing.

**NOTE:** All necessary Work Program approvals shall be in place prior to the commencement of activity, purchasing of equipment, or request for reimbursement. More specifically in regards to the procurement of equipment and services, there should be no notification of award, signed contract, placement of an order, or agreement with a contractor prior to receiving the necessary approvals.

RESOLUTION NO. 2018-\_\_\_\_\_

**RESOLUTION ADOPTING THE FY2019 METROPOLITAN PLANNING ORGANIZATION OF JOHNSON COUNTY TRANSPORTATION PLANNING WORK PROGRAM, AND AUTHORIZING THE EXECUTIVE DIRECTOR TO SIGN CONTRACTS FOR FTA 5305d AND FHWA PL FUNDS**

WHEREAS, governmental bodies in the Iowa City Urbanized Area have established the Metropolitan Planning Organization of Johnson County (MPOJC); and

WHEREAS, the Governor of the State of Iowa has designated the MPOJC as the Metropolitan Planning Organization for the Iowa City Urbanized Area making MPOJC eligible to receive FTA 5305d and FHWA PL funding; and

WHEREAS, the MPOJC Transportation Planning Division has developed a Transportation Planning Work Program for FY2019 in accordance with the federal 3-C transportation planning process; and

WHEREAS, the Federal Highway Administration and the Federal Transit Administration make FHWA PL and FTA Section 5305d funds grant funds available for the purposes of carrying out the 3-C transportation planning process, and have reviewed the draft work program.

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

1. To adopt the FY2019 MPOJC Transportation Planning Work Program.
2. To authorize the Executive Director to file all necessary work program documents for the 3-C transportation planning process as required by U.S. DOT and Iowa DOT.
3. To authorize the Executive Director to sign grant agreements for FHWA PL and FTA Section 5305d funds.

It was moved by \_\_\_\_\_ and seconded by \_\_\_\_\_ the resolution be adopted. The motion \_\_\_\_\_ on a vote of \_\_\_\_\_ affirmative and \_\_\_\_\_ negative. Considered on this \_\_\_\_\_ day of May 2018.

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

### **MPOJC Urbanized Area Policy Board**

Tom Gill	Coralville City Council
Meghann Foster	Coralville City Council
Kingsley Botchway II	Iowa City City Council
Mazahir Salih	Iowa City City Council
John Thomas	Iowa City City Council
Susan Mims	Iowa City City Council
Pauline Taylor	Iowa City City Council
Rockne Cole	Iowa City City Council
Lisa Green-Douglass	Johnson County Board of Supervisors
Mike Carberry	Johnson County Board of Supervisors
Terry Donahue (Vice-Chair)	Mayor, North Liberty
Chris Hoffman	North Liberty City Council
Steve Berner (Chair)	Mayor, Tiffin
Jim Sayre	University of Iowa
Louise From	Mayor, University Heights
Lori Roetlin (non-voting)	Iowa City School Board

### **MPOJC Transportation Technical Advisory Committee**

Vicky Robrock	Manager, Coralville Transit
Dan Holderness	City Engineer, City of Coralville
Kelly Hayworth	City Administrator, City of Coralville
Darian Nagle-Gamm	Director, Trans. Services, City of Iowa City
Ron Knoche	Director, Public Works, City of Iowa City
Jason Havel	City Engineer, City of Iowa City
Mark Rummel	Asst. Director, Trans. Services, City of Iowa City
Simon Andrew	Asst. to City Manager, City of Iowa City
Dean Wheatley	Planning Director, City of North Liberty
Louise From	Mayor, City of University Heights
Doug Boldt	City Administrator, City of Tiffin
Greg Parker	Johnson County Engineer
Tom Brase	Director, Johnson County SEATS
Brian McClatchey	Manager, University of Iowa Campus
David Kieft	Business Manager, University of Iowa
Sadie Greiner	Facilities Management, University of Iowa
Bob Oppliger	MPO Regional Trails & Bicycling Committee
Cathy Cutler (ex-officio)	Planner, Iowa DOT
Darla Hugaboom (ex-officio)	Federal Highway Administration, Ames
Brock Grenis (ex-officio)	East Central Iowa Council of Governments
Daniel Nguyen (ex-officio)	Federal Transit Administration, Kansas City

\*The Transportation Technical Advisory Committee is chaired by MPOJC staff.

### **MPOJC Regional Trails and Bicycling Committee**

Louise From	City of University Heights
Bob Oppliger	Think Bicycles Coalition of Johnson County
Doug Boldt	City of Tiffin
Brian Loring	Bicyclists of Iowa City
Janelle Rettig	Johnson County Board of Supervisors
Sherri Proud	City of Coralville
Michelle Ribble	University of Iowa
Shelly Simpson	City of North Liberty
Juli Seydell Johnson	City of Iowa City
Anne Duggan	Think Bicycles Coalition of Johnson County

\*The Regional Trails and Bicycling Committee is a subcommittee of the MPOJC Transportation Technical Advisory Committee.

### **MPOJC Transportation Planning Staff**

Kent Ralston, Executive Director  
Emily Bothell, Sr. Transportation Engineering Planner  
Brad Neumann, Assistant Transportation Planner  
Sarah Walz, Assistant Transportation Planner  
Vacant, Assistant Transportation Planner

## Summary of Projects

The following sections identify projects that the MPO routinely completes as required by the Federal Highway Administration, Federal Transit Administration, and Department of Transportation, new and ongoing projects that have been requested by MPO member entities, and past projects that staff completed in FY18. Projects are categorized by Administration, Comprehensive Planning, Short-Range Planning, Long-Range Planning, Traffic Engineering Planning, Transportation Improvement Program, and Purchasing of Equipment.

### Administration

**Task Objective:** Administration of MPO staff, including required transportation planning and programming documents, contracts, grant applications, agendas and information packets. The Administration work element will also be responsible for work items not traditionally associated with transportation planning. Staff coordination, hiring and training is also conducted under Administration. Administration projects are coordinated by the Executive Director with assistance from all MPOJC staff.

#### **Project Description (general work items):**

1. Develop and administer elements of the annual Transportation Planning Work Program (TPWP)
2. Administer the adopted Public Participation Plan (PPP), and update as necessary
3. Develop the annual Transportation Improvement Program (TIP), and amend as necessary
4. Amend the Long Range Multi-Modal Transportation Plan as necessary, full update adopted in May 2017
5. Consider 5310 amendments to Passenger Transportation Plan (PTP) - holding no less than two Committee meetings
6. Assist with triennial and quadrennial reviews as required
7. Assist with updates of Federal Transit Administration documents
8. Contract renewals, including paratransit contracts with municipalities and contracts between municipalities
9. Prepare materials for policy board and technical committee meetings
10. Coordinate with the East Central Iowa Council of Governments, Iowa DOT, and U.S. DOT
11. Administer FAST Act grant programs and regulations
12. Assist local transit agencies with completing required Disadvantaged Business Enterprise (DBE) documents and reporting
13. Administer regional Surface Transportation Block Grant Program and Transportation Alternatives Program Funds

#### **FY19 Final Work Products and estimated time of completion:**

1. Coordinate ad hoc committees as required [ongoing]
2. FY20 Passenger Transportation Plan coordination [3Q]
3. FY20 Transportation Planning Division budget [2Q & 3Q]
4. FY20 Transportation Planning Work Program [3Q & 4Q]
5. Consolidated transit grant applications – three systems [3Q & 4Q]
6. Assistance identifying funding sources for the Iowa River Corridor Trail Connection (Holderness, Coralville) [1Q]

#### **Previous Work in FY18:**

1. Assisted with Disadvantaged Business Enterprise reports for Coralville Intermodal Center (Coralville) [ongoing]
2. Updated the Passenger Transportation Plan, and assisted with transit grant applications and programs
3. Developed FY18 Policy Board and technical committee meeting materials
4. Completed FY19 Transportation Planning Work Program

5. Completed Consolidated transit grant applications – three systems
6. Assisted with Paratransit service contract documents
7. Assisted with contracts for fixed route service
8. Assisted with a variety of grant applications for metropolitan area transportation capital projects (all MPOJC entities)
9. Reviewed Public Participation Plan

## Comprehensive Planning

**Task Objective:** Integrate transportation planning and land use planning for MPO member agencies. The goal of this task is to incorporate land use planning, best practices of site design, environmental sustainability, and economic development with transportation planning. MPO staff will typically work as part of a team with municipal staff on Comprehensive Planning-related projects. An Assistant Transportation Planner will be assigned to Comprehensive Plan-related projects.

### **Project Description (general work items):**

1. Assist with arterial street planning issues as required
2. Assist with review of development projects
3. Assist with analyses related to economic development activities
4. Travel demand modeling activities
5. Assistance with comprehensive planning as requested by member agencies
6. Update urbanized area arterial street plan as required
7. Land use, urban design, housing, human services, environmental, solid waste management, recreation, open space, and utilities planning activities affecting transportation planning
8. Assist with neighborhood transportation studies as requested
9. Assist with monitoring local air quality as it relates to transportation planning and funding

### **FY19 Final Work Products and Estimated Time of Completion**

1. Assist with transportation analysis related to comprehensive planning (Ralston, Iowa City) [ongoing]
2. Assistance with transit related planning (Wheatley, North Liberty) [ongoing]
3. Assist Economic Development Division as needed (Ralston, Iowa City)
4. Assist with GIS mapping including maintaining zoning map (Ralston, Iowa City)
5. Update of Metro Area Bike Plan (Holderness, Coralville) [2Q]
6. Facilitate revisions to comprehensive plan including correspondence, online survey, and community meeting (From, University Heights) [ongoing]
7. Assist with data collection and mapping related to the Climate Adaptation Plan (Knoche, Iowa City) [1Q]
8. Review of development studies as needed (Boldt, Tiffin)
9. Review of development studies as needed (Holderness, Coralville)
10. Review of development studies as needed (From, University Heights)

### **Previous Work in FY18:**

1. Continued assistance with transportation components of Blue Zones initiative (Ralston, Iowa City)
2. Provided GIS support and analysis for various projects (Ralston, Iowa City) [ongoing]
3. Assisted with Scanlon Farms development review (Holderness, Coralville) [ongoing]
4. Assisted with data collection and mapping related to the Sustainability Tools for Assessing and Rating (STAR) Communities program (Ralston, Iowa City) [ongoing]
5. Assistance with 1<sup>st</sup> Avenue traffic signal coordination studies/grants/projects (Holderness, Coralville) [ongoing]
6. Various ongoing development related traffic studies (Trom, North Liberty)



## Short-Range Planning

**Task Objective:** Conduct planning activities for MPO member agencies focusing on the 0-10 year planning horizon. Short-range planning items are completed by an Assistant Transportation Planner.

### **Project Description (general work items):**

1. Update Transit Capital Equipment Replacement Plan and Program of Projects – including capital equipment financial planning
2. Quarterly and year-end transit statistical summaries
3. Transit on-time performance studies as requested
4. Short-range trail, bicycle and pedestrian planning activities
5. Assist with development of Surface Transportation Program Block Grant and Transportation Alternatives Program projects
6. Conduct Federal Environmental Justice evaluations as needed
7. Activities related to the Americans with Disabilities Act, including complementary paratransit plan monitoring and curb ramp inventory/improvement planning
8. Assist member entities with meeting livability planning principles related to EPA, HUD, and DOT policies
9. Assist member entities with applications for FHWA, FTA, DOT, EPA, and HUD grant funds as opportunities arise
10. Review FAST Act implementation circulars and provide regional input when necessary
11. Transit Route Planning as requested

### **FY19 Final Work Products and Estimated Time of Completion:**

1. Assist MPO entities with Bicycle Friendly Community applications upon request (Ralston, MPOJC)
2. Continued assistance with 4-lane to 3-lane conversions (Knoche, Iowa City) [ongoing]
3. Provide GIS mapping needs and training as City Staff develop understanding of GIS (Knoche, Iowa City) [ongoing]
4. Assist with transportation funding grant applications (TSIP, TIGER, RISE) (Knoche, Iowa City) [ongoing]
6. Gilbert Street concept plan (Fruin, Iowa City) [ongoing]
7. Northside traffic calming project (Fruin, Iowa City) [ongoing]
8. Assist as needed with CRANDIC corridor studies (Cutler, DOT)
9. Evaluate placing Capitol / Kirkwood connection on FFC Map (Ralston, Iowa City) [1Q]
10. Assist with Dodge Street concept plan between Burlington and Governor Streets (Knoche, Iowa City) [Q1]
11. Bike master plan implementation & evaluation to achieve a gold Bike Friendly Community designation (Knoche, Iowa City) [Q1-4]
12. Evaluation of Dodge Street two-way traffic flow (Burlington to Bowery) & a 4-3 lane conversion (Bowery to Kirkwood) (Ralston, Iowa City) [Q3]
13. Assist with transit route study (Nagle-Gamm, Iowa City) [Q1]
14. Evaluate potential for implementation of a quiet zone on Iowa Interstate RR (Ralston, Iowa City) [Q2]
15. Update of Metro Area Bike Master Plan (Holderness, Coralville) [Q1]
16. Participation on local MDST and TIM committees during the construction of the I-80 / 380 interchange and the I-380 / Forevergreen Road interchange (Cutler, DOT)
17. Review of potential trail crossing of Hwy 1 near Prairie Rose Ln (Rasmussen, Solon) [Q1]
18. Assist with on-board passenger survey (Robrock, Coralville) [2Q]

19. Adopt pavement, bridge, system performance, and freight targets by November 2018 and safety targets by February 2019 (Ralston, MPOJC)

**Previous Work in FY18:**

1. Pedestrian/bicycle counts at various locations on trail system (Holderness, Coralville)
2. Evaluated of streets for four-lane to three-lane conversions (Ralston, Iowa City)
3. Assisted with pursuit of Gold status for Bicycle Friendly Community certification (Fruin, Iowa City)
4. Assisted with Iowa City Bike Master Plan (Fruin, Iowa City)
5. Completed Bike-Friendly community application (Fruin, Iowa City)

## Long-Range Planning

**Task Objective:** Conduct planning activities for member agencies focusing on the 10-25 year planning horizon. While there is often some overlap between short-range planning and long-range planning, projects in long-range planning are oriented toward projects beyond the 10-year time frame. Long-range planning items are assigned to one of the Assistant Transportation Planners with assistance from the Traffic Engineering Planner.

### **Project Description (general work items):**

1. Update urbanized area long-range transit planning documents as required
2. Assist with urbanized area and Johnson County trail planning as required
3. Long Range Transportation Plan amendments as needed; current Plan adopted in May 2017

### **FY19 Final Work Products and Estimated Time of Completion:**

1. Update traffic model forecast for McCollister Boulevard (Knoche, Iowa City) [Q2]
2. Assist with the reevaluation of the Oakdale Boulevard alignment east of Hwy 1 (Knoche, Iowa City) [ongoing]
3. Assist with the studies to pursue federal funding for relocation of transit facility (Knoche, Iowa City) [ongoing]
4. Assist as needed with study of I-80 widening from east of Iowa City to the MPO eastern boundary (Cutler, DOT)
5. Assist as needed with study of I-380 widening from the Penn Street interchange to the northern MPO boundary (Cutler, DOT)
6. Recommendations related to Forevergreen Road interchange work (Wheatley, North Liberty) [Q1-4]
7. Level-of-service study for Hawkins Drive intersections and effect of increased parking on adjacent parcels (Sayre, University of Iowa) [Q3]

### **Previous Work in FY18:**

1. Assisted Iowa City Transit with maintenance/storage facility relocation (Nagle-Gamm, Iowa City) [ongoing]
2. Assisted with I-380 / Forevergreen Road interchange (Cutler, Iowa DOT)

## Traffic Engineering Planning

**Task Objective:** Conduct traffic engineering planning studies. Traffic engineering has become a very important component of the MPO's overall work program, both for the traffic studies and the information they provide, but also for the support traffic engineering brings to the other tasks within the overall work program.

### **Project Description (general work items):**

1. Traffic counts
2. Traffic signal warrant studies
3. Traffic signal operation studies
4. On-street parking evaluations
5. Traffic control signage evaluations
6. Lane marking evaluations
7. Street light evaluations
8. Traffic collision data analysis
9. Street alignment and traffic signal concept design
10. Preparation of ordinance legislation
11. Respond to individual and neighborhood group requests for traffic control measures
12. Administer Iowa City Traffic Calming Program
13. Traffic modeling & maintenance of adopted MPO traffic model

### **FY19 Final Work Products and Estimated Time of Completion:**

1. Traffic counts and evaluations as related to development proposals (Ralston, Iowa City)
2. Traffic counts and analysis of intersection warrant studies for capital projects (Knoche, Iowa City)
3. Assist with review of traffic calming projects (Knoche, Iowa City)
4. Update to the 2012 North Dubuque Street / North Liberty Road Traffic Study (Parker, Johnson County) [ongoing]
5. Assist with traffic counts as requested by MPO entities (Ralston, MPO)
6. Evaluate a two-way conversion of Jefferson and Market Streets (Knoche, Iowa City) [Q3]
7. Signal analysis at Gilbert / McCollister (Knoche, Iowa City) [Q1]
8. Taft Avenue speed study (Knoche, Iowa City) [Q1]
9. Update Hwy 6 traffic counts (Holderness, Coralville) [Q4]
10. Signal / roundabout analysis 1<sup>st</sup> Ave / Oakdale (Holderness, Coralville) [Q2]
11. Signal analysis at 12<sup>th</sup> / Oakdale (Holderness, Coralville) [Q2]
12. Signal analysis at Deer Creek / Hwy 6 (Holderness, Coralville) [Q3]
13. Signal analysis at Kennedy / Camp Cardinal Blvd (Holderness, Coralville) [Q2]
14. Grant Elementary school traffic analysis/recommendations (Wheatley, North Liberty) [Q4]
15. Dubuque/Juniper intersection study (Wheatley, North Liberty) [Q3]
16. North Bend / N Dubuque intersection analysis - including turn lanes (Wheatley, North Liberty) [Q3]
17. Assistance with traffic evaluations related to Park Road and Park Road / Hwy 6 intersection construction (Boldt, Tiffin) [Q4]
18. Evaluation of Hwy 382 / N. Chabal intersection for geometric improvements (Rasmussen, Solon) [Q4]
19. Turn lane evaluation at 5<sup>th</sup> Street / new school entrance (Rasmussen, Solon) [Q1]

**Previous Work in FY18:**

1. Assisted with review of SUDAS specifications/design guide (Knoche, Iowa City) [ongoing]
2. Assisted with the Downtown Traffic Model Study (Knoche, Iowa City)
3. Conducted a review of bicycle wayfinding signage for additional needs evaluation (Holderness, Coralville)
4. Hwy 382 and Racine Avenue Pedestrian Crossing Evaluation (Rasmussen, Solon)
5. Inventory and evaluation of trail directional signs (RTBC)
6. Inventory of bicycle racks in downtown Iowa City and other public areas such as schools, recreation centers (RTBC)
7. Traffic volume/speed study on N Front Street from Penn Street to 800-feet east of Cedar Springs Drive (Trom, North Liberty)
8. W Zeller / Cherry St left-turn phasing analysis (Lange, North Liberty)
9. Park Road traffic impact study Forevergreen to Hwy 6 roundabout (Boldt, Tiffin)
10. Traffic study for new elementary school on N Front Street (Trom, North Liberty)
11. Proactive observations (and recommendations, if needed) for operation and safety upon opening of Liberty High School (Trom, North Liberty)
12. Highway 1 / 5th Street signal warrant study update (Rasmussen, Solon)

## **Transportation Improvement Program (TIP)**

**Task Objective:** State and federal project programming for member agencies. The TIP is assigned to one of the Assistant Transportation Planners.

**Project Description (general work items):**

1. Amend current TIP as required
2. Coordinate with Iowa DOT on the State TIP

**FY19 Final Work Products and Estimated Time of Completion:**

1. Transit financial planning documentation for TIP (FTA) [3Q]
2. Amend the FY19-22 MPOJC TIP as needed
3. Complete the FY20-23 MPOJC TIP [3Q-4Q]

**Previous Work in FY18:**

1. Completed the FY19-22 MPOJC TIP

## **Purchasing of Equipment**

**Task Objective:** To acquire equipment for the purpose of collecting data to complete tasks/projects identified in this Work Program. The following equipment will be purchased utilizing local Surface Transportation Block Grant funds. Those funds will be transferred to the FTA and will be included in the Consolidated Planning Grant.

**Equipment Description:**

1. No anticipated equipment purchases

**FY19 Final Work Products and Estimated Time of Completion:**

1. n/a

**Previous Work in FY18:**

1. No equipment purchased

## FY2019 MPOJC Transportation Planning Work Program Budget Summary

Federal Transit Administration and Federal Highway Administration funds will be used for staff salaries which will support the MPOJC Transportation Planning Work Program.

### Funding Sources

Agency	FY2019 Assessment	Percentage
Iowa City*	\$307,138	45.9%
U.S. DOT	\$230,000	34.4%
Johnson County	\$33,537	5.0%
University of Iowa	\$23,817	4.0%
Coralville	\$29,577	3.6%
North Liberty	\$28,626	4.3%
Tiffin	\$3,046	0.5%
Other MPO Entities	\$3,690	0.6%
FY18 internal carryover	\$10,000	1.5%
<b>Total MPO Budget</b>	<b>\$669,432</b>	<b>100%</b>

\*Includes funding for Neighborhood and Development Services Department-specific services, equivalent to 0.5 Administration Budget (\$79,149) and 1.0 FTE Transportation Planning (\$121,829).

Percentages are rounded. More detail on FY19 assessments is provided in the FY19 MPOJC Budget document.

### Summary of Federal FY19 Funds & Anticipated FY19 Carryover

New FTA 5305d	\$44,105
FTA Carryover	\$983
New FHWA PL	\$172,062
FHWA PL Carryover	\$88,465
FHWA STBG Carryover	\$0
<b>Subtotal</b>	<b>\$305,615</b>
<b>Anticipated use in FY19</b>	<b>\$230,000</b>



## Estimate of Federal Fund Distribution and Employee Hours

	Percentage	Employee Hours	Federal Fund Expenditure
Administration	20%	1,248	\$46,000
Comprehensive planning	10%	624	\$23,000
Long-range planning	15%	936	\$34,500
Short-range planning	25%	1,560	\$57,500
Traffic engineering planning	27%	1,685	\$62,100
Transportation Improvement Program	3%	187	\$6,900
<b>Total</b>	<b>100%</b>	<b>6,240</b>	<b>\$230,000</b>

## Budget Summary of Federal Fund Distribution

Activity/work element	FTA 5305d Carryover	FTA 5305d New	FHWA PL Carryover	FHWA PL New	STBG Carryover	20% Local Match	Total
Administration	\$197	\$8,821	\$17,693	\$19,289	\$0	\$11,500	\$57,500
Comprehensive Planning	\$98	\$4,411	\$8,847	\$9,645	\$0	\$5,750	\$28,750
Long Range Planning	\$147	\$6,616	\$13,270	\$14,467	\$0	8,625	\$43,125
Short Range Planning	\$246	\$11,026	\$22,116	\$24,112	\$0	\$14,375	\$71,875
Traffic Eng. Planning	\$265	\$11,908	\$23,886	\$26,041	\$0	\$15,525	\$77,625
TIP	\$29	\$1,323	\$2,654	\$2,893	\$0	\$1,725	\$8,625
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total</b>	<b>\$983</b>	<b>\$44,105</b>	<b>\$88,465</b>	<b>\$96,447</b>	<b>\$0</b>	<b>\$57,500</b>	<b>\$287,500</b>

\*Totals may not equal actual figures due to rounding

\*As required, FTA 5305d, FHWA PL, and STBG carryovers are budgeted to be drawn down first



**Statement Regarding Direct and Indirect Cost Allocations**

The Metropolitan Planning Organization of Johnson County (MPOJC) does not intend to charge any indirect costs associated with the transportation planning program to federal grants. Because only direct personnel expenses will be charged to the federal grants, we do not prepare a cost allocation plan. By use of the system of accounts employed by the City of Iowa City, these expenses can be directly attributed to the appropriate funding source.

  
\_\_\_\_\_  
Kent Ralston; Executive Director

**Statement Regarding Disadvantaged Business Enterprise Goals**

The Metropolitan Planning Organization of Johnson County (MPOJC) does not intend to charge any indirect costs to federal grants. Only direct personnel expenses for permanent staff will be charged to the federal grants; therefore MPOJC does not have a DBE goal.

  
\_\_\_\_\_  
Kent Ralston; Executive Director



Metropolitan Planning Organization of Johnson County  
410 E. Washington St. ■ Iowa City, Ia 52240

### MPO/RPA Self-Certification of Procurement and Consultant Selection Procedures

This is to certify that I have reviewed the Iowa DOT Purchasing Rules (Iowa Administrative Code 761, Chapter 20) and will ensure procurements or the selection of consultant firms for projects to be reimbursed with federal transportation planning funds will follow the policies and procedures outlined in the above-referenced purchasing rules.

Further, I certify that the following requirements will be adhered to for procurements and consultant services to be reimbursed with federal transportation planning funds.

- Capital expenditures, including the purchase of equipment, will be a separate line item in an approved Transportation Planning Work Program (TPWP) if the anticipated total cost exceeds \$5,000.
- An approved TPWP will specify that a project will involve consultant services prior to initiating the consultant selection process.
- Our agency will document the procedures utilized for the procurement or consultant selection, and will retain this documentation on file for a minimum of three years.
- When reimbursement is requested for capital expenditures or consultant services, we will provide our District Planner and the Office of Systems Planning, through email or hard copy, invoices documenting the expenditure(s) at the time the associated reimbursement request is submitted.

I declare to the best of my knowledge and ability that we will adhere to the above requirements.

  
\_\_\_\_\_  
(Signature)

Kent Ralston

\_\_\_\_\_  
(Please Print Name)

Executive Director

\_\_\_\_\_  
(Title)

Metropolitan Planning Organization of Johnson County

\_\_\_\_\_  
(Name of Organization)

3/30/18

\_\_\_\_\_  
(Date Signed)

(Signed by the official having the authority to initiate procurements or consultant selection for the organization or by a higher level official.)

## Performance management agreement between Metropolitan Planning Organization of Johnson county and Iowa DOT

On May 27, 2016, the final rule for statewide and metropolitan transportation planning was published, based on 2012's Moving Ahead for Progress in the 21<sup>st</sup> Century (MAP-21) Act and 2015's Fixing America's Transportation System (FAST) Act. As part of this final rule, [23 CFR 450.314 \(h\)](#) was amended to state:

(h)(1) The MPO(s), State(s), and the providers of public transportation shall jointly agree upon and develop specific written provisions for cooperatively developing and sharing information related to transportation performance data, the selection of performance targets, the reporting of performance targets, the reporting of performance to be used in tracking progress toward attainment of critical outcomes for the region of the MPO (see §450.306(d)), and the collection of data for the State asset management plan for the NHS for each of the following circumstances:

- (i) When one MPO serves an urbanized area;
- (ii) When more than one MPO serves an urbanized area; and
- (iii) When an urbanized area that has been designated as a TMA overlaps into an adjacent MPA serving an urbanized area that is not a TMA.

(2) These provisions shall be documented either:

- (i) As part of the metropolitan planning agreements required under paragraphs (a), (e), and (g) of this section; or
- (ii) Documented in some other means outside of the metropolitan planning agreements as determined cooperatively by the MPO(s), State(s), and providers of public transportation.

In 2017, the following three-pronged approach was cooperatively developed to address 23 CFR 450.314 (h). This approach provides a regular opportunity to review and update coordination methods as performance management activities occur, which offers an adaptable framework as performance-based planning and programming evolves.

- Agreement between the Iowa DOT and MPOs on applicable provisions through documentation included in each MPO's TPWP.
- Agreement between the Iowa DOT and relevant public transit agencies on applicable provisions through documentation included in each public transit agency's consolidated funding application.
- Agreement between each MPO and relevant public transit agencies on applicable provisions through documentation included in the appropriate cooperative agreement(s) between the MPO and relevant public transit agencies.

**Inclusion of the following language in an MPO's TPWP, and that TPWP's subsequent approval by Iowa DOT, constitutes agreement on these items.**

The Iowa DOT and the Metropolitan Planning Organization of Johnson County agree to the following provisions. The communication outlined in these provisions between the MPO and Iowa DOT will generally be through the statewide planning coordinator in the Office of Systems Planning.

### 1) Transportation performance data

- a. The Iowa DOT will provide MPOs with the statewide performance data used in developing statewide targets, and, when applicable, will also provide MPOs with subsets of the statewide data, based on their planning area boundaries.
- b. If MPOs choose to develop their own target for any measure, they will provide the Iowa DOT with any supplemental data they utilize in the target-setting process.

- 2) Selection of performance targets
  - a. The Iowa DOT will develop draft statewide performance targets for FHWA measures in coordination with MPOs. Coordination may include in-person meetings, web meetings, conference calls, and/or email communication. MPOs shall be given an opportunity to provide comments on statewide targets and methodology before final statewide targets are adopted.
  - b. If an MPO chooses to adopt their own target for any measure, they will develop draft MPO performance targets in coordination with the Iowa DOT. Coordination methods will be at the discretion of the MPO, but the Iowa DOT shall be provided an opportunity to provide comments on draft MPO performance targets and methodology prior to final approval.
  
- 3) Reporting of performance targets
  - a. Iowa DOT performance targets will be reported to FHWA and FTA, as applicable. MPOs will be notified when Iowa DOT has reported final statewide targets.
  - b. MPO performance targets will be reported to the Iowa DOT.
    - i. For each target, the MPO will provide the following information no later than 180 days after the date the Iowa DOT or relevant provider of public transportation establishes performance targets, or the date specified by federal code.
      1. A determination of whether the MPO is 1) agreeing to plan and program projects so that they contribute toward the accomplishment of the Iowa DOT or relevant provider of public transportation performance target, or 2) setting a quantifiable target for that performance measure for the MPO's planning area.
      2. If a quantifiable target is set for the MPO planning area, the MPO will provide any supplemental data used in determining any such target.
      3. Documentation of the MPO's target or support of the statewide or relevant public transportation provider target will be provided in the form of a resolution or meeting minutes.
  - c. The Iowa DOT will include information outlined in [23 CFR 450.216 \(f\)](#) in any statewide transportation plan amended or adopted after May 27, 2018, and information outlined in [23 CFR 450.218 \(g\)](#) in any statewide transportation improvement program amended or adopted after May 27, 2018.
  - d. MPOs will include information outlined in [23 CFR 450.324 \(f\) \(3-4\)](#) in any metropolitan transportation plan amended or adopted after May 27, 2018, and information outlined in [23 CFR 450.326 \(d\)](#) in any transportation improvement program amended or adopted after May 27, 2018.
  - e. Reporting of targets and performance by the Iowa DOT and MPOs shall conform to [23 CFR 490](#), [49 CFR 625](#), and 49 CFR 673.
  
- 4) Reporting of performance to be used in tracking progress toward attainment of critical outcomes for the region of the MPO
  - a. The Iowa DOT will provide MPOs with the statewide performance data used in developing statewide targets, and, when applicable, will also provide MPOs with subsets of the statewide data, based on their planning area boundaries.
  
- 5) The collection of data for the State asset management plans for the NHS
  - a. The Iowa DOT will be responsible for collecting bridge and pavement condition data for the State asset management plan for the NHS.

## Listing of requested FY19 Work Program projects

The following is a summary of projects requested by MPO member entities for the FY19 Work Program. The summary includes 'new' projects for which requests were made, but does not include generally reoccurring projects or on-going projects for which work has begun but has not been finalized.

#	Project	Requestor	Entity
1	Evaluate a two-way conversion of Jefferson and Market Streets	Knoche	Iowa City
2	Assist with data collection and mapping related to the Climate Adaptation Plan	Knoche	Iowa City
3	Assist with Dodge Street concept plan between Burlington and Governor Streets	Knoche	Iowa City
4	Bike master plan implementation & evaluation to achieve a gold Bike Friendly Community designation	Knoche	Iowa City
5	Assist Economic Development Division as needed	Ralston	Iowa City
6	Assist with GIS mapping including maintaining zoning map	Ralston	Iowa City
7	Traffic counts and evaluations related to development proposals	Ralston	Iowa City
8	Evaluate placing Capitol / Kirkwood connection on Federal Aid map	Ralston	Iowa City
9	Update traffic model forecast for McCollister Boulevard	Knoche	Iowa City
10	Signal analysis at Gilbert / McCollister	Knoche	Iowa City
11	Taft Avenue speed study	Knoche	Iowa City
12	Evaluation of Dodge Street two-way traffic flow (Burlington to Bowery) & a 4-3 lane conversion (Bowery to Kirkwood)	Ralston	Iowa City
13	Evaluate potential for implementation of a quiet zone on Iowa Interstate RR	Ralston	MPO
14	Assist with transit route study	Nagle-Gamm	Iowa City
15	Update of Metro Area Bike Master Plan	Holderness	Coralville
16	Assistance identifying funding sources for the Iowa River Corridor Trail Connection	Holderness	Coralville
17	Update Hwy 6 traffic counts	Holderness	Coralville
18	Review of development studies as needed	Holderness	Coralville
19	Pedestrian/bicycle counts at various locations on the trail system	Holderness	Coralville
20	ADT & peak hour traffic counts at roundabouts (repeat every 2-3 years)	Holderness	Coralville
21	Signal / roundabout analysis 1 <sup>st</sup> Ave / Oakdale		
22	Signal analysis at 12 <sup>th</sup> / Oakdale	Holderness	Coralville
23	Signal analysis at Deer Creek / Hwy 6	Holderness	Coralville
24	Signal analysis at Kennedy / Camp Cardinal Blvd	Holderness	Coralville
25	Assist with on-board passenger survey	Robrock	Coralville
26	Grant Elementary school traffic analysis/recommendations	Wheatley	North Liberty
27	Dubuque/Juniper intersection study	Wheatley	North Liberty
28	North Bend / N Dubuque intersection analysis - including turn lanes	Wheatley	North Liberty
29	Recommendations related to Forevergreen Road interchange work	Wheatley	North Liberty
30	Assistance with traffic evaluations related to Park Road and Park Road / Hwy 6 intersection construction	Boldt	Triffin
31	Review of development studies as needed	Boldt	Triffin
32	Facilitate revisions to comprehensive plan including correspondence, online survey, and community meeting	From	University Heights
33	Traffic studies and/or forecasts as needed for development proposals	From	University Heights
34	Level-of-service study for Hawkins Drive intersections and effect of increased parking on adjacent parcels	Sayre	University of Iowa
35	Assist with study of I-80 widening from east of Iowa City to the MPO eastern boundary as needed	Cutler	DOT
36	Assist with study of I-380 widening from the Penn Street interchange to the northern MPO boundary as needed	Cutler	DOT
37	Participation in local MDST and TIM committees during the reconstruction of the I-80 / 380 interchange and construction of the I-380 / Forevergreen Road interchange	Cutler	DOT
38	Highway 1 / 5 <sup>th</sup> Street signal warrant study update	Rasmussen	Solon
39	Review of potential trail crossing of Hwy 1 near Prairie Rose Ln	Rasmussen	Solon
40	Evaluation of Hwy 382 / N. Chabal intersection for geometric improvements	Rasmussen	Solon
41	Turn lane evaluation at 5 <sup>th</sup> Street / new school entrance	Rasmussen	Solon



Date: May 23, 2018

To: MPOJC Urbanized Area Policy Board

From: Brad Neumann, Assistant Transportation Planner

Re: Agenda item #3(b): Consider approval of cooperative agreements between MPOJC and transit agencies for continuing transportation planning in the urbanized area

In May of 2017, the MPOJC Policy Board approved a resolution, as requested by the Federal Transit Administration (FTA), that clarifies MPOJC's standing as the Designated Recipient for FTA's 5307 operating funds on behalf of Coralville Transit, Iowa City Transit, and University of Iowa Cambus. Since that time, Coralville Transit and Cambus have completed their FTA Triennial Reviews in which the FTA informed the transit agencies that they are required to update their MPO/transit agreements. These updates will also be required for Iowa City Transit when they complete their FTA review in 2020.

The new agreements (each transit agency's agreement is attached) do not change the process for apportioning funds for the three transit agencies. Coralville Transit, Iowa City Transit, and Cambus will still need to authorize a specific MPOJC staff person to execute the development of the 5307 operating grants process. The new agreements simply further identify mutual responsibilities between the MPO and each transit agency.

At their May 22 meeting, the MPOJC Transportation Technical Advisory Committee (TTAC) recommended unanimously in favor of approving the cooperative agreements.

I will be at your May 30 meeting to present this item and answer questions.

cc: Kent Ralston



May 15, 2018

FTA Region 7  
901 Locust Street  
Kansas City, MO 64106

Re: Authorizing Designation of MPOJC

To Whom It May Concern:

As Chair of the Metropolitan Planning Organization of Johnson County (MPOJC) Urbanized Area Policy Board, I hereby authorize Brad Neumann as the designated Assistant Transportation Planner for MPOJC, as referenced in the attached agreement. Mr. Neumann will execute the actions listed in the attached agreements from this time forward, on behalf of MPOJC. MPOJC will, by letter, inform the Federal Highway Administration of any change regarding the designee status.

Thank you for your time and consideration.

Sincerely,

Steve Berner  
Chair, Metropolitan Planning Organization of Johnson County  
Urbanized Area Policy Board

cc: Kent Ralston, MPOJC Executive Director



**Cooperative Agreement for Continuing Transportation Planning  
for the Metropolitan Planning Organization of Johnson County Planning Area**

**Between**

**Metropolitan Planning Organization of Johnson County  
and  
City of Iowa City (Iowa City Transit)**

This Cooperative Agreement is made and entered into, between the Metropolitan Planning Organization of Johnson County Urbanized Area Policy Board (MPOJC) and the City of Iowa City (Iowa City Transit).

WHEREAS, various federal grants of assistance are available to Iowa City Transit for the operation and improvement of transit service; and

WHEREAS, effective transit planning is both a requirement of these grants and an essential business practice for Iowa City Transit; and

WHEREAS, various state and federal grants of assistance are available to MPOJC for carrying out metropolitan transportation planning activities; and

WHEREAS, the Iowa Department of Transportation (DOT) is authorized to direct, undertake, and expend state and federal assistance for planning, promotion, and protection activities for all transportation modes; and

WHEREAS, the Governor of Iowa, through DOT, and local communities within the Iowa City metropolitan planning area, through their authorized representatives, have jointly designated the MPO to carry out transportation planning activities for the metropolitan area; and

WHEREAS, MPOJC is directed by a Board of Directors representing the metropolitan area municipalities, Johnson County, and Iowa City Transit and other transportation modes; and

WHEREAS, Iowa City Transit provides mass transportation services within the metropolitan area; and

WHEREAS, MPOJC is the designated recipient in the metropolitan area for all federal transit assistance; and

WHEREAS, metropolitan transportation planning activities come under the jurisdiction of the U.S. Department of Transportation ("USDOT") and are subject to the metropolitan planning requirements of 23 U.S.C 134 and Section 8 of the Federal Transit Act as amended.

NOW, THEREFORE, in consideration of these premises, and of their mutual and dependent needs, the parties hereto contract and agree as follows:

**Statement of Purpose**

MPOJC Urbanized Area Policy Board, representing the metropolitan area municipalities, Johnson County, and Iowa City Transit and other transportation modes, in cooperation with Iowa City Transit, shall cooperatively undertake a continuing, cooperative, and comprehensive

transportation planning and programming process for the metropolitan area in accordance with state and local goals for metropolitan planning, the provisions of 23 U.S.C. 134, 49 U.S.C. App 1607 and 23 CFR 450 (c), as amended, and in accordance with the provisions of this Agreement.

### **Overall Responsibilities**

- A. MPOJC shall be responsible for and shall be considered the lead agency in conducting the following transportation planning and programming activities pursuant to 23 CFR 450 (c):
1. Formulating, approving, and periodically updating a multimodal Long-range Transportation Plan (LRTP) for the metropolitan area, which shall conform to all applicable federal requirements and work program content and schedules.
  2. Working in cooperation with Iowa City Transit to prepare the 5-Year Passenger Transportation Plan (PTP), which plan shall include, but not be limited to, transit system polices and service demands, transit service modifications and extensions, transit fares, transit system capital facility needs, and data collection studies utilizing different survey instruments for planning purposes.
  3. Formulating and annually approving the Transportation Improvement Program (TIP) for the metropolitan planning area, which shall cover a period of not less than four (4) years.
  4. Assessing the conformity of the metropolitan area LRTP and TIP with the State Implementation Plan for Air Quality Management.
  5. Formulating and annually approving the MPOJC Transportation Planning Work Program, which shall identify all transportation-related planning activities to be funded with state and federal financial assistance and technical assistance in accordance with the provisions of this Agreement and the time schedule adopted by DOT.
  6. Providing a forum for cooperative transportation planning and decision-making that ensures opportunities for early and continuing involvement of local governmental units, transit operators, and the general public in the review and evaluation of all transportation plans and programs.
  7. Considering and implementing DOT planning guidance to the fullest extent consistent with local goals.
  8. Providing Iowa City Transit with required documentation and assistance in regard to Iowa City Transit's triennial review so that the MPO's transportation planning process conforms with all applicable federal requirements pursuant to 23 CFR 450 (c).
  9. Complying with ADA certification and appeals procedures as required in 49 CFR Section 37.139.
  10. Developing and adopting MPO Transit State of Good Repair (SGR) targets.

11. MPOJC will act as a pass-through entity for support of the direct recipient, Iowa City Transit; the direct recipient will supply the local share of project costs.
  12. MPOJC will file, on behalf of Iowa City Transit, a Federal Transportation Administration (FTA) 5307 operating assistance grant under Section 49 U.S.C. 5307 and to execute electronically and process said application and to furnish additional information to the U.S. Department of Transportation if required.
  13. The Chair of the Urbanized Area Policy Board will authorize an MPOJC Assistant Transportation Planner to execute the actions required for the FTA 5307 operating assistance grant process (see letter attached).
- B. Iowa City Transit shall be responsible for and shall be considered the lead agency in conducting the following transportation planning and programming activities:
1. Coordinating of mid-range (3-5 year) and long-range transit planning and programming with other transportation planning and programming, with cooperation and assistance from MPO.
  2. Providing information relative to the proposed programming of federal, state, and local funds for metropolitan transit system improvements and services, which fall under Iowa City Transit jurisdiction.
  3. Preparing and submitting applications for state and federal mass transportation capital and operating assistance grants and administering approved grants.
  4. Conducting preliminary engineering and final design studies relating to mass transportation capital facilities including, but not limited to, transit stations, shelters, bus stop signs, garages, maintenance buildings, operator buildings, and rolling stock.
  5. Conducting operational planning necessary to establish or modify transit routes, schedules, fares, stop locations, transfer points, vehicle assignments, and other operating procedures.
  6. Preparing and updating paratransit service contracts in conformance with the Americans with Disabilities Act of 1990.
  7. Complying with ADA certification procedures as required in 49 CFR Section 37.139.
  8. Endorsing the MPO Long-Range Transportation Plan in a timely manner for use as a guide in local transit planning and programming activities.
  9. Conducting transit marketing planning including, but not limited to the design of user information materials and the development of transit promotions.
  10. Conducting transit management planning including, but not limited to, activities related to personnel procedures and training programs, maintenance policies, fare collection procedures, and accounting practices.

11. Collecting data to meet the requirements of the National Transit Data (NTD) program of the Federal Transit Act.
12. Collecting data to meet the requirements of DOT Administrative Rules.
13. Developing and adopting a Transit Asset Management Plan and updating the plan at least every four years, with MPOJC assistance.
14. Developing and adopting Transit State of Good Repair (SGR) targets annually.

### **Performance Management**

On May 27, 2016, the final rule for statewide and metropolitan transportation planning was published, based on 2012's Moving Ahead for Progress in the 21st Century (MAP-21) Act and 2015's Fixing America's Transportation System (FAST) Act. As part of this final rule, 23 CFT 450.314 (h) was amended to state:

*The MPO(s), State(s), and the providers of public transportation shall jointly agree upon and develop specific written provisions for cooperatively developing and sharing information related to transportation performance data, the selection of performance targets, the reporting of performance targets, the reporting of performance to be used in tracking progress toward attainment of critical outcomes for the region of the MPO (see §450.306(d)), and the collection of data for the State asset management plans for the NHS for each of the following circumstances: When one MPO serves an UZA, when more than one MPO serves a UZA, and when an MPA includes a UZA that has been designated as a TMA as well as a UZA that is not a TMA. These provisions shall be documented either as part of the metropolitan planning agreements required under paragraphs (a), (e), and (g) of this section, or documented in some other means outside of the metropolitan planning agreements as determined cooperatively by the MPO(s), State(s), and providers of public transportation.*

The phase-in deadline for this requirement is May 27, 2018. The following approach was cooperatively developed to address 23 CFR 450.314 (h):

- Agreement between the Iowa DOT and Metropolitan Planning Organizations on applicable provisions through documentation included in each MPO's Transportation Planning Work Program.
- Agreement between the DOT and relevant public transit agencies on applicable provisions through documentation included in each public transit agency's consolidated funding application.
- Agreement between each Metropolitan Planning Organization and relevant public transit agencies on applicable provisions through documentation included in the appropriate cooperative agreement(s) between the Metropolitan Planning Organization and relevant public transit agencies.

Accordingly, MPOJC and Iowa City Transit agree to the following provisions:

1. Iowa City Transit, with assistance from MPOJC, will adopt a Transit Asset Management (TAM) Plan by October 1, 2018.
2. Iowa City Transit, with assistance from MPOJC, will update its TAM plan at least every four years, with a horizon period of at least four years.
3. Iowa City Transit will adopt Transit State of Good Repair (SGR) targets annually. SGR targets will be reported to the FTA's National Transit Database, and to MPOJC.
4. Following the initial target setting, MPOJC will choose to support Iowa City Transit's SGR targets or adopt MPO-specific targets no later than 180 days after the date Iowa City Transit sets its targets. MPOJC targets will be revisited as directed by FTA.
5. MPOJC staff will report MPOJC SGR targets to the DOT.

**Effective Date and Duration of Agreement**

This Agreement shall become effective upon execution by MPOJC and Iowa City Transit and shall remain in force until terminated, or until superseded by a new Agreement.

This Agreement may be amended from time to time as facts or circumstances warrant or as may be required by OMB and/or state laws, administrative regulations departmental orders, or guidelines having the full force and effect of law.

IN WITNESS WHEREOF, the parties have hereto caused this Agreement to be executed by their proper officers and representatives.

Approved by the MPOJC Urbanized Area Policy Board and signed this \_\_\_\_ day of \_\_\_\_\_, 2018.

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

Date: \_\_\_\_\_

\_\_\_\_\_  
 Geoff Fruin, City Manager  
 City of Iowa City

Date: \_\_\_\_\_

**Cooperative Agreement for Continuing Transportation Planning  
for the Metropolitan Planning Organization of Johnson County Planning Area**

**Between**

**Metropolitan Planning Organization of Johnson County  
and  
City of Coralville (Coralville Transit)**

This Cooperative Agreement is made and entered into, between the Metropolitan Planning Organization of Johnson County Urbanized Area Policy Board (MPOJC) and the City of Coralville (Coralville Transit).

WHEREAS, various federal grants of assistance are available to Coralville Transit for the operation and improvement of transit service; and

WHEREAS, effective transit planning is both a requirement of these grants and an essential business practice for Coralville Transit; and

WHEREAS, various state and federal grants of assistance are available to MPOJC for carrying out metropolitan transportation planning activities; and

WHEREAS, the Iowa Department of Transportation (DOT) is authorized to direct, undertake, and expend state and federal assistance for planning, promotion, and protection activities for all transportation modes; and

WHEREAS, the Governor of Iowa, through DOT, and local communities within the Iowa City metropolitan planning area, through their authorized representatives, have jointly designated the MPO to carry out transportation planning activities for the metropolitan area; and

WHEREAS, MPOJC is directed by a Board of Directors representing the metropolitan area municipalities, Johnson County, and Coralville Transit and other transportation modes; and

WHEREAS, Coralville Transit provides mass transportation services within the metropolitan area; and

WHEREAS, MPOJC is the designated recipient in the metropolitan area for all federal transit assistance; and

WHEREAS, metropolitan transportation planning activities come under the jurisdiction of the U.S. Department of Transportation ("USDOT") and are subject to the metropolitan planning requirements of 23 U.S.C 134 and Section 8 of the Federal Transit Act as amended.

NOW, THEREFORE, in consideration of these premises, and of their mutual and dependent needs, the parties hereto contract and agree as follows:

**Statement of Purpose**

MPOJC Urbanized Area Policy Board, representing the metropolitan area municipalities, Johnson County, and Coralville Transit and other transportation modes, in cooperation with Coralville Transit, shall cooperatively undertake a continuing, cooperative, and comprehensive

transportation planning and programming process for the metropolitan area in accordance with state and local goals for metropolitan planning, the provisions of 23 U.S.C. 134, 49 U.S.C. App 1607 and 23 CFR 450 (c), as amended, and in accordance with the provisions of this Agreement.

### **Overall Responsibilities**

- A. MPOJC shall be responsible for and shall be considered the lead agency in conducting the following transportation planning and programming activities pursuant to 23 CFR 450 (c):
1. Formulating, approving, and periodically updating a multimodal Long-range Transportation Plan (LRTP) for the metropolitan area, which shall conform to all applicable federal requirements and work program content and schedules.
  2. Working in cooperation with Coralville Transit to prepare the 5-Year Passenger Transportation Plan (PTP), which plan shall include, but not be limited to, transit system polices and service demands, transit service modifications and extensions, transit fares, transit system capital facility needs, and data collection studies utilizing different survey instruments for planning purposes.
  3. Formulating and annually approving the Transportation Improvement Program (TIP) for the metropolitan planning area, which shall cover a period of not less than four (4) years.
  4. Assessing the conformity of the metropolitan area LRTP and TIP with the State Implementation Plan for Air Quality Management.
  5. Formulating and annually approving the MPOJC Transportation Planning Work Program, which shall identify all transportation-related planning activities to be funded with state and federal financial assistance and technical assistance in accordance with the provisions of this Agreement and the time schedule adopted by DOT.
  6. Providing a forum for cooperative transportation planning and decision-making that ensures opportunities for early and continuing involvement of local governmental units, transit operators, and the general public in the review and evaluation of all transportation plans and programs.
  7. Considering and implementing DOT planning guidance to the fullest extent consistent with local goals.
  8. Providing Coralville Transit with required documentation and assistance in regard to Coralville Transit's triennial review so that the MPO's transportation planning process conforms with all applicable federal requirements pursuant to 23 CFR 450 (c).
  9. Complying with ADA certification and appeals procedures as required in 49 CFR Section 37.139.
  10. Developing and adopting MPO Transit State of Good Repair (SGR) targets.

11. MPOJC will act as a pass-through entity for support of the direct recipient, Coralville Transit; the direct recipient will supply the local share of project costs.
  12. MPOJC will file, on behalf of Coralville Transit, a Federal Transportation Administration (FTA) 5307 operating assistance grant under Section 49 U.S.C. 5307 and to execute electronically and process said application and to furnish additional information to the U.S. Department of Transportation if required.
  13. The Chair of the Urbanized Area Policy Board will authorize an MPOJC Assistant Transportation Planner to execute the actions required for the FTA 5307 operating assistance grant process (see letter attached).
- B. Coralville Transit shall be responsible for and shall be considered the lead agency in conducting the following transportation planning and programming activities:
1. Coordinating of mid-range (3-5 year) and long-range transit planning and programming with other transportation planning and programming, with cooperation and assistance from MPO.
  2. Providing information relative to the proposed programming of federal, state, and local funds for metropolitan transit system improvements and services, which fall under Coralville Transit jurisdiction.
  3. Preparing and submitting applications for state and federal mass transportation capital and operating assistance grants and administering approved grants.
  4. Conducting preliminary engineering and final design studies relating to mass transportation capital facilities including, but not limited to, transit stations, shelters, bus stop signs, garages, maintenance buildings, operator buildings, and rolling stock.
  5. Conducting operational planning necessary to establish or modify transit routes, schedules, fares, stop locations, transfer points, vehicle assignments, and other operating procedures.
  6. Preparing and updating paratransit service contracts in conformance with the Americans with Disabilities Act of 1990.
  7. Complying with ADA certification procedures as required in 49 CFR Section 37.139.
  8. Endorsing the MPO Long-Range Transportation Plan in a timely manner for use as a guide in local transit planning and programming activities.
  9. Conducting transit marketing planning including, but not limited to the design of user information materials and the development of transit promotions.
  10. Conducting transit management planning including, but not limited to, activities related to personnel procedures and training programs, maintenance policies, fare collection procedures, and accounting practices.



11. Collecting data to meet the requirements of the National Transit Data (NTD) program of the Federal Transit Act.
12. Collecting data to meet the requirements of DOT Administrative Rules.
13. Developing and adopting a Transit Asset Management Plan and updating the plan at least every four years, with MPOJC assistance.
14. Developing and adopting Transit State of Good Repair (SGR) targets annually.

## **Performance Management**

On May 27, 2016, the final rule for statewide and metropolitan transportation planning was published, based on 2012's Moving Ahead for Progress in the 21st Century (MAP-21) Act and 2015's Fixing America's Transportation System (FAST) Act. As part of this final rule, 23 CFT 450.314 (h) was amended to state:

*The MPO(s), State(s), and the providers of public transportation shall jointly agree upon and develop specific written provisions for cooperatively developing and sharing information related to transportation performance data, the selection of performance targets, the reporting of performance targets, the reporting of performance to be used in tracking progress toward attainment of critical outcomes for the region of the MPO (see §450.306(d)), and the collection of data for the State asset management plans for the NHS for each of the following circumstances: When one MPO serves an UZA, when more than one MPO serves a UZA, and when an MPA includes a UZA that has been designated as a TMA as well as a UZA that is not a TMA. These provisions shall be documented either as part of the metropolitan planning agreements required under paragraphs (a), (e), and (g) of this section, or documented in some other means outside of the metropolitan planning agreements as determined cooperatively by the MPO(s), State(s), and providers of public transportation.*

The phase-in deadline for this requirement is May 27, 2018. The following approach was cooperatively developed to address 23 CFR 450.314 (h):

- Agreement between the Iowa DOT and Metropolitan Planning Organizations on applicable provisions through documentation included in each MPO's Transportation Planning Work Program.
- Agreement between the DOT and relevant public transit agencies on applicable provisions through documentation included in each public transit agency's consolidated funding application.
- Agreement between each Metropolitan Planning Organization and relevant public transit agencies on applicable provisions through documentation included in the appropriate cooperative agreement(s) between the Metropolitan Planning Organization and relevant public transit agencies.

Accordingly, MPOJC and Coralville Transit agree to the following provisions:

1. Coralville Transit, with assistance from MPOJC, will adopt a Transit Asset Management (TAM) Plan by October 1, 2018.
2. Coralville Transit, with assistance from MPOJC, will update its TAM plan at least every four years, with a horizon period of at least four years.
3. Coralville Transit will adopt Transit State of Good Repair (SGR) targets annually. SGR targets will be reported to the FTA's National Transit Database, and to MPOJC.
4. Following the initial target setting, MPOJC will choose to support Coralville Transit's SGR targets or adopt MPO-specific targets no later than 180 days after the date Coralville Transit sets its targets. MPOJC targets will be revisited as directed by FTA.
5. MPOJC staff will report MPOJC SGR targets to the DOT.

**Effective Date and Duration of Agreement**

This Agreement shall become effective upon execution by MPOJC and Coralville Transit and shall remain in force until terminated, or until superseded by a new Agreement.

This Agreement may be amended from time to time as facts or circumstances warrant or as may be required by OMB and/or state laws, administrative regulations departmental orders, or guidelines having the full force and effect of law.

IN WITNESS WHEREOF, the parties have hereto caused this Agreement to be executed by their proper officers and representatives.

Approved by the MPOJC Urbanized Area Policy Board and signed this \_\_\_\_ day of \_\_\_\_\_, 2018.

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

Date: \_\_\_\_\_

\_\_\_\_\_  
 Kelly Hayworth, City Administrator  
 City of Coralville

Date: \_\_\_\_\_

**Cooperative Agreement for Continuing Transportation Planning  
for the Metropolitan Planning Organization of Johnson County Planning Area**

**Between**

**Metropolitan Planning Organization of Johnson County  
and  
University of Iowa Cambus**

This Cooperative Agreement is made and entered into, between the Metropolitan Planning Organization of Johnson County Urbanized Area Policy Board (MPOJC) and the University of Iowa Cambus (Cambus).

WHEREAS, various federal grants of assistance are available to Cambus for the operation and improvement of transit service; and

WHEREAS, effective transit planning is both a requirement of these grants and an essential business practice for Cambus; and

WHEREAS, various state and federal grants of assistance are available to MPOJC for carrying out metropolitan transportation planning activities; and

WHEREAS, the Iowa Department of Transportation (DOT) is authorized to direct, undertake, and expend state and federal assistance for planning, promotion, and protection activities for all transportation modes; and

WHEREAS, the Governor of Iowa, through DOT, and local communities within the Iowa City metropolitan planning area, through their authorized representatives, have jointly designated the MPO to carry out transportation planning activities for the metropolitan area; and

WHEREAS, MPOJC is directed by a Board of Directors representing the metropolitan area municipalities, Johnson County, and the University of Iowa and other transportation modes; and

WHEREAS, Cambus provides mass transportation services within the metropolitan area; and

WHEREAS, MPOJC is the designated recipient in the metropolitan area for all federal transit assistance; and

WHEREAS, metropolitan transportation planning activities come under the jurisdiction of the U.S. Department of Transportation ("USDOT") and are subject to the metropolitan planning requirements of 23 U.S.C 134 and Section 8 of the Federal Transit Act as amended.

NOW, THEREFORE, in consideration of these premises, and of their mutual and dependent needs, the parties hereto contract and agree as follows:

**Statement of Purpose**

MPOJC Urbanized Area Policy Board, representing the metropolitan area municipalities, Johnson County, the University of Iowa, and other transportation modes, in cooperation with Cambus, shall cooperatively undertake a continuing, cooperative, and comprehensive transportation planning and programming process for the metropolitan area in accordance with state and local goals for

metropolitan planning, the provisions of 23 U.S.C. 134, 49 U.S.C. App 1607 and 23 CFR 450 (c), as amended, and in accordance with the provisions of this Agreement.

### **Overall Responsibilities**

- A. MPOJC shall be responsible for and shall be considered the lead agency in conducting the following transportation planning and programming activities pursuant to 23 CFR 450 (c):
1. Formulating, approving, and periodically updating a multimodal Long-range Transportation Plan (LRTP) for the metropolitan area, which shall conform to all applicable federal requirements and work program content and schedules.
  2. Working in cooperation with Cambus to prepare the 5-Year Passenger Transportation Plan (PTP), which plan shall include, but not be limited to, transit system policies and service demands, transit service modifications and extensions, transit fares, transit system capital facility needs, and data collection studies utilizing different survey instruments for planning purposes.
  3. Formulating and annually approving the Transportation Improvement Program (TIP) for the metropolitan planning area, which shall cover a period of not less than four (4) years.
  4. Assessing the conformity of the metropolitan area LRTP and TIP with the State Implementation Plan for Air Quality Management.
  5. Working in cooperation with Cambus to prepare the annual Program of Projects, which shall follow the MPOJC Public Participation Plan.
  6. Formulating and annually approving the MPOJC Transportation Planning Work Program, which shall identify all transportation-related planning activities to be funded with state and federal financial assistance and technical assistance in accordance with the provisions of this Agreement and the time schedule adopted by DOT.
  7. Providing a forum for cooperative transportation planning and decision-making that ensures opportunities for early and continuing involvement of local governmental units, transit operators, and the general public in the review and evaluation of all transportation plans and programs.
  8. Considering and implementing DOT planning guidance to the fullest extent consistent with local goals.
  9. Providing Cambus with required documentation and assistance in regard to Cambus' triennial review so that the MPO's transportation planning process conforms with all applicable federal requirements pursuant to 23 CFR 450 (c).
  10. Complying with ADA certification and appeals procedures as required in 49 CFR Section 37.139.
  11. Developing and adopting MPO Transit State of Good Repair (SGR) targets.

12. MPOJC will act as a pass-through entity for support of the direct recipient, Cambus; the direct recipient will supply the local share of project costs.
  13. MPOJC will file, on behalf of Cambus, a Federal Transportation Administration (FTA) 5307 operating assistance grant under Section 49 U.S.C. 5307 and to execute electronically and process said application and to furnish additional information to the U.S. Department of Transportation if required.
  14. The Chair of the Urbanized Area Policy Board will authorize an MPOJC Assistant Transportation Planner to execute the actions required for the FTA 5307 operating assistance grant process (see letter attached).
- B. Cambus shall be responsible for and shall be considered the lead agency in conducting the following transportation planning and programming activities:
1. Coordinating of mid-range (3-5 year) and long-range transit planning and programming with other transportation planning and programming, with cooperation and assistance from MPO.
  2. Providing information relative to the proposed programming of federal, state, and local funds for metropolitan transit system improvements and services, which fall under Cambus jurisdiction.
  3. Preparing and submitting applications for state and federal mass transportation capital and operating assistance grants and administering approved grants.
  4. Conducting preliminary engineering and final design studies relating to mass transportation capital facilities including, but not limited to, transit stations, shelters, bus stop signs, garages, maintenance buildings, operator buildings, and rolling stock.
  5. Conducting operational planning necessary to establish or modify transit routes, schedules, fares, stop locations, transfer points, vehicle assignments, and other operating procedures.
  6. Complying with ADA certification procedures as required in 49 CFR Section 37.139.
  7. Endorsing the MPO Long-Range Transportation Plan in a timely manner for use as a guide in local transit planning and programming activities.
  8. Conducting transit marketing planning including, but not limited to the design of user information materials and the development of transit promotions.
  9. Conducting transit management planning including, but not limited to, activities related to personnel procedures and training programs, maintenance policies, fare collection procedures, and accounting practices.
  10. Collecting data to meet the requirements of the National Transit Data (NTD) program of the Federal Transit Act.

11. Collecting data to meet the requirements of DOT Administrative Rules.
12. Developing and adopting a Transit Asset Management Plan and updating the plan at least every four years, with MPOJC assistance.
13. Developing and adopting Transit State of Good Repair (SGR) targets annually.

### **Performance Management**

On May 27, 2016, the final rule for statewide and metropolitan transportation planning was published, based on 2012's Moving Ahead for Progress in the 21st Century (MAP-21) Act and 2015's Fixing America's Transportation System (FAST) Act. As part of this final rule, 23 CFT 450.314 (h) was amended to state:

*The MPO(s), State(s), and the providers of public transportation shall jointly agree upon and develop specific written provisions for cooperatively developing and sharing information related to transportation performance data, the selection of performance targets, the reporting of performance targets, the reporting of performance to be used in tracking progress toward attainment of critical outcomes for the region of the MPO (see §450.306(d)), and the collection of data for the State asset management plans for the NHS for each of the following circumstances: When one MPO serves an UZA, when more than one MPO serves a UZA, and when an MPA includes a UZA that has been designated as a TMA as well as a UZA that is not a TMA. These provisions shall be documented either as part of the metropolitan planning agreements required under paragraphs (a), (e), and (g) of this section, or documented in some other means outside of the metropolitan planning agreements as determined cooperatively by the MPO(s), State(s), and providers of public transportation.*

The phase-in deadline for this requirement is May 27, 2018. The following approach was cooperatively developed to address 23 CFR 450.314 (h):

- Agreement between the Iowa DOT and Metropolitan Planning Organizations on applicable provisions through documentation included in each MPO's Transportation Planning Work Program.
- Agreement between the DOT and relevant public transit agencies on applicable provisions through documentation included in each public transit agency's consolidated funding application.
- Agreement between each Metropolitan Planning Organization and relevant public transit agencies on applicable provisions through documentation included in the appropriate cooperative agreement(s) between the Metropolitan Planning Organization and relevant public transit agencies.

Accordingly, MPOJC and Cambus agree to the following provisions:

1. Cambus, with assistance from MPOJC, will adopt a Transit Asset Management (TAM) Plan by October 1, 2018.

2. Cambus, with assistance from MPOJC, will update its TAM plan at least every four years, with a horizon period of at least four years.
3. Cambus will adopt Transit State of Good Repair (SGR) targets annually. SGR targets will be reported to the FTA's National Transit Database, and to MPOJC.
4. Following the initial target setting, MPOJC will choose to support Cambus' SGR targets or adopt MPO-specific targets no later than 180 days after the date Cambus sets its targets. MPOJC targets will be revisited as directed by FTA.
5. MPOJC staff will report MPOJC SGR targets to the DOT.

**Effective Date and Duration of Agreement**

This Agreement shall become effective upon execution by MPOJC and the University of Iowa and shall remain in force until terminated, or until superseded by a new Agreement.

This Agreement may be amended from time to time as facts or circumstances warrant or as may be required by OMB and/or state laws, administrative regulations departmental orders, or guidelines having the full force and effect of law.

IN WITNESS WHEREOF, the parties have hereto caused this Agreement to be executed by their proper officers and representatives.

Approved by the MPOJC Urbanized Area Policy Board and signed this \_\_\_\_ day of \_\_\_\_\_, 2018.

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

\_\_\_\_\_  
Deborah Zumbach, Director of Purchasing and Associate Director of Business Services  
University of Iowa



Date: May 23, 2018

To: MPOJC Urbanized Area Policy Board

From: Brad Neumann, <sup>BN</sup>Assistant Transportation Planner

Re: Agenda Item #3(c): Consider approval of the draft *FY2019-2022 MPOJC Transportation Improvement Program* (TIP) projects list

The annual *Transportation Improvement Program* (TIP) is our local programming document for federal and state surface transportation projects. Project pages from the draft FY2019-2022 TIP for both surface transportation and transit projects are attached. Please review your respective projects and let staff know if any updates are necessary. You will notice some projects anticipated to be let in FY2018 are listed in FY2019 in the draft TIP. The DOT's software used to develop the TIP does this automatically; projects will be dropped from the FY2019 list if they are let in FY2018. The DOT has indicated that they will be more closely monitoring all STBG and TAP carryover balances and strongly encourages communities to spend the funding when programmed. Starting in 2020 the DOT anticipates implementing a policy to limit the amount of funding that can be carried from one year to the next.

In March of 2017, the Urbanized Area Policy Board awarded \$2.9 million in Surface Transportation Block Grant Program (STBG) funds to four new projects. Two of these projects, Iowa City's 'American Legion Road' and 'Benton Street' projects, were programmed for FY2021 in the MPOJC FY2018-2021 TIP. The University Heights and North Liberty projects were subsequently programmed for FY2022 and are included in the Draft FY2019-2022 TIP.

Due to new federal transportation legislation (FAST Act), the Iowa DOT was finalizing rule updates for the Transportation Alternatives Program (TAP) during our last funding cycle in 2017. As such, the MPOJC Policy Board decided to wait until 2019 to apportion TAP funds in conjunction with STBG funding. The FY2019 apportioned TAP projects will be included in the FY2020-2023 TIP.

Please also note that at your March meeting the Board "opted out" of the available federal-aid-swap whereby federal dollars would be swapped for state funding. Due to this decision, all MPO funded projects must continue to follow the federal-aid project development process.

At their May 22 meeting, the MPOJC Transportation Technical Advisory Committee (TTAC) recommended unanimously in favor of approving the draft TIP program. Upon approval staff will submit the draft TIP to our public input organization mailing list, the Iowa Department of Transportation, the Federal Highway Administration, and the Federal Transit Administration. Upon review by these stakeholders, staff will present a final draft of the TIP for MPOJC Policy Board approval in July.

I will be at your May 30 meeting to present this item and answer questions.

cc: Kent Ralston



## MPO-28 / MPOJC

### 2019 - 2022 Transportation Improvement Program

TPMS Sponsor Appr. Status	Project # Location Funding Program	Length FHWA# S.T.R		Pgm'd Amounts in 1000's				Total	STIP#
				FY19	FY20	FY21	FY22		
<b>STBG - Surface Transportation Block Grant Program</b>									
<b>Johnson - 52</b>									
25400 Tiffin Submitted	STP-U-7662(612)-70-52 DOT Letting: 04/17/2018 In the City of Tiffin, Roberts Ferry Road: From US 6 to Goldfinch Dr Pavement Widening	0 -- --	Project Total Federal Aid  Regional FA SWAP	892 314 314 0	0 0 0 0	0 0 0 0	0 0 0 0	892 314 314 0	--
<b>PA NOTE:</b> Actual funding amount: \$313,871									
33922 Iowa City Submitted	STP-U-3715()-70-52 In the city of Iowa City, On American Legion Road, from Scott Boulevard east 1.1 Miles to Taft Avenue Grade and Pave	1.1 MI -- --	Project Total Federal Aid  Regional FA SWAP	0 0 0 0	7,654 2,240 2,240 0	1,368 1,368 1,368 0	0 0 0 0	9,022 3,608 3,608 0	--
<b>PA NOTE:</b> Awarded \$2,240,660 in STP funds on July 8, 2015 as part of the FY16-19 TIP approval.									
33923 Iowa City Submitted	STP-U-3715()-70-52 In the city of Iowa City, On JWV Road, from Hurt Road east 1.4 Miles to Hwy 218 Grade and Pave	1.4 MI -- --	Project Total Federal Aid  Regional FA SWAP	0 0 0 0	3,382 930 930 0	0 0 0 0	0 0 0 0	3,382 930 930 0	--
<b>PA NOTE:</b> Awarded \$930,000 in STP funds on July 8, 2015 as part of the FY16-19 TIP approval.									
36668 Iowa City Submitted	STP-U-3715()-70-52 In the city of Iowa City, On Benton Street, from Mormon Trek Boulevard East to Greenwood Drive Pavement Rehab	0 MI -- --	Project Total Federal Aid  Regional FA SWAP	0 0 0 0	0 0 0 0	2,762 1,316 1,316 0	0 0 0 0	2,762 1,316 1,316 0	--
38310 North Liberty Submitted	STP-U-5557()-70-52 In the city of North Liberty, On Highway 965, from Zeller Street south to Hawkeye Drive Pavement Rehab/Widen,Lighting,Ped/Bike Structures	0 -- --	Project Total Federal Aid  Regional FA SWAP	0 0 0 0	0 0 0 0	0 0 0 0	6,440 2,576 2,576 0	6,440 2,576 2,576 0	--
38309 University Heights Submitted	STP-U-7855()-70-52 In the city of University Heights, On Melrose Avenue, from Sunset Street east to east city limits Pavement Rehab,Lighting,Pavement Markings	0 -- --	Project Total Federal Aid  Regional FA SWAP	0 0 0 0	0 0 0 0	0 0 0 0	1,460 730 730 0	1,460 730 730 0	--

TPMS Sponsor Appr. Status	Project # Location Funding Program	Length FHWA# S.T.R		Pgm'd Amounts in 1000's				Total	STIP#
				FY19	FY20	FY21	FY22		
<b>STBG-HBP - Surface Transportation Block Grant Program - Bridge Program</b>									
<b>Johnson - 52</b>									
35404 [NBIS: 500790] Iowa City	BR05-3715(663)-8J-52 DOT Letting: 04/16/2019 In the city of Iowa City, Prentiss Street Bridge, Prentiss Street Bridge over Ralston Creek	0 500790	Project Total Federal Aid	1,150 820	0 0	0 0	0 0	1,150 820	
Submitted	Bridge Replacement	--	Regional FA SWAP	0 0	0 0	0 0	0 0	0 0	--
<b>NHPP - National Highway Performance Program</b>									
<b>Johnson - 52</b>									
37854 DOT-D06-MPO28 Submitted	BRF-1()-38-52 IA 1: RALSTON CREEK 2.3 MI S OF I-80 (NB) Bridge Replacement	0 MI -- --	Project Total Federal Aid Regional FA SWAP	718 575 0 0	0 0 0 0	0 0 0 0	0 0 0 0	718 575 0 0	--
38068 DOT-D06-MPO28 Submitted	IM-80()-13-52 I-80: I-380/US 218 INTERCHANGE NEAR IOWA CITY (STATE SHARE) Grade and Pave.Bridge New.Bridge Replacement	0 MI -- --	Project Total Federal Aid Regional FA SWAP	45,262 40,736 0 0	46,674 42,007 0 0	69,916 62,925 0 0	70,440 63,396 0 0	232,292 209,064 0 0	--
<b>DOT NOTE: Project includes 2020 National Highway Freight Program funding</b>									
38069 DOT-D06-MPO28 Submitted	IM-380()-13-52 I-380: W FOREVERGREEN RD INTERCHANGE 2.0 MI N OF I-80 IN TIFFIN (STATE SHARE) Grade and Pave.Pave.Traffic Signals	0 MI -- --	Project Total Federal Aid Regional FA SWAP	3,357 3,022 0 0	0 0 0 0	342 0 0 0	0 0 0 0	3,699 3,022 0 0	--
38234 DOT-D06-MPO28 Submitted	NHSX-1()-311-52 IA 1: CAPITOL ST TO RIVERSIDE DR IN IOWA CITY (STATE SHARE) Pavement Rehab	0 MI -- --	Project Total Federal Aid Regional FA SWAP	250 200 0 0	0 0 0 0	0 0 0 0	0 0 0 0	250 200 0 0	--
<b>DOT NOTE: Project includes MPO funding as programmed in TPMS 25398</b>									
<b>TAP - Transportation Alternatives</b>									
<b>Johnson - 52</b>									
33924 Iowa City	TAP-U-3715()-8I-52 In the city of Iowa City, On Iowa City Hwy 1 Trail, from Mormon Trek Boulevard east .5 Miles to Sunset Street	0.5 MI --	Project Total Federal Aid	650 500	0 0	0 0	0 0	650 500	
Submitted	Ped/Bike Grading	--	Regional FA SWAP	500 0	0 0	0 0	0 0	500 0	--
<b>DOT NOTE: Project eligible for FHWA TAP funding</b>									

TPMS Sponsor Appr. Status	Project # Location Funding Program	Length FHWA# S.T.R		Pgm'd Amounts in 1000's				Total	STIP#
				FY19	FY20	FY21	FY22		
<b>Johnson - 52 (continued)</b>									
33925 Tiffin Submitted	TAP-U-7662()-81-52 In the city of Tiffin, On Tiffin Clear Creek trail Phase 6, from Kimberlite Street south .1 Miles to Brown Street Ped/Bike Grade & Pave	0.1 MI -- --	Project Total Federal Aid  Regional FA SWAP	212 102 102 0	0 0 0 0	0 0 0 0	0 0 0 0	212 102 102 0	--
<b>DOT NOTE:</b> Project eligible for FHWA TAP funding									
33926 Coralville Submitted	TAP-U-1557()-81-52 In the city of Coralville. On Coralville Iowa River Trail, from Rocky Shore Drive northwest .5 Miles to Clear Creek Ped/Bike Grade & Pave	0.5 MI -- --	Project Total Federal Aid  Regional FA SWAP	0 0 0 0	879 462 462 0	0 0 0 0	0 0 0 0	879 462 462 0	--
<b>PA NOTE:</b> Awarded \$462,717 in TAP funds on July 8, 2015 as part of the FY16-19 TIP approval.									
<b>DOT NOTE:</b> Project eligible for FHWA TAP funding									
<b>CMAQ - Congestion Mitigation Air Quality</b>									
<b>Johnson - 52</b>									
36670 Tiffin Submitted	STP-A-006-7(90)-22-52 DOT Letting: 11/30/2018 In the city of Tiffin. On Highway 6 and Park Road, roundabout Grade and Pave	0 -- --	Project Total Federal Aid  Regional FA SWAP	1,979 500 0 0	0 0 0 0	0 0 0 0	0 0 0 0	1,979 500 0 0	--
<b>PL - Metropolitan Planning</b>									
<b>Johnson - 52</b>									
1907 Coralville Submitted	RGPL-JCCOG(RTP)-PL-52 JCCOG: METROPOLITAN PLANNING PL FUNDS Trans Planning	0 MI -- --	Project Total Federal Aid Regional FA SWAP	210 168 0 0	210 168 0 0	210 168 0 0	0 0 0 0	630 504 0 0	--
<b>ILL - Illustrative Regional Project</b>									
<b>Johnson - 52</b>									
18429 (NBIS: 700140) Coralville Submitted	ILL-1557()-93-52 In the City of Coralville, First Ave: Over I-80 Pavement Rehab/Widen,Bridge Widening	0 MI 700140 --	Project Total Federal Aid Regional FA SWAP	24,330 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	24,330 0 0 0	--
<b>PA NOTE:</b> Preliminary design work funded through Primary Road Funds. The study cost is \$568,726, split evenly between DOT and the City of Coralville (\$284,363/\$284,363).									

## MPO-28 / MPOJC (36 Projects)

Fund	Sponsor	Transit # Expense Class Project Type	Desc / Add Ons / Addnl Info		FY19	FY20	FY21	FY22
5339	CAMBUS	5002 Capital Expansion	Stationary hoist system	<b>Total</b>	120,000			
				<b>FA</b>	96,000			
				<b>SA</b>				
5339	CAMBUS	5003 Capital Expansion	Mobile hoist system	<b>Total</b>	48,000			
				<b>FA</b>	38,400			
				<b>SA</b>				
5339	CAMBUS	5004 Capital Replacement	Associated capital maintenance	<b>Total</b>	200,000			
				<b>FA</b>	160,000			
				<b>SA</b>				
5339	CAMBUS	5005 Capital Replacement	Six passenger shelters	<b>Total</b>	60,000			
				<b>FA</b>	48,000			
				<b>SA</b>				
5339	CAMBUS	5006 Capital Replacement	Forklift for maintenance	<b>Total</b>	60,000			
				<b>FA</b>	48,000			
				<b>SA</b>				
5339	CAMBUS	5007 Capital Replacement	Expand and upgrade maintenance facility	<b>Total</b>	5,250,000			
				<b>FA</b>	4,200,000			
				<b>SA</b>				
5339, 5310	CAMBUS	5008 Capital Replacement	Heavy Duty Bus (30-34 ft.) UFRC, VSS, Low Floor Unit #: 13	<b>Total</b>	461,800			
				<b>FA</b>	392,530			
				<b>SA</b>				
5339	CAMBUS	5009 Capital Replacement	Heavy Duty Bus (30-34 ft.) UFRC, VSS, Low Floor Unit #: 11	<b>Total</b>	461,800			
				<b>FA</b>	392,530			
				<b>SA</b>				
STA, 5307, 5310	CAMBUS	110 Operations Other	General Operations / Maintenance / Administration / Planning	<b>Total</b>	3,761,970	3,912,449		
				<b>FA</b>	659,158	685,525		
				<b>SA</b>	747,354	777,248		
STA, 5307	Coralville	1098 Operations Misc	General Operations/Maintenance/Administration/Planning	<b>Total</b>	1,918,690	1,995,438		
				<b>FA</b>	409,131	425,496		
				<b>SA</b>	261,848	272,322		
5310	Coralville	5010 Operations Misc	Contract services for persons with special needs	<b>Total</b>	330,000			
				<b>FA</b>	29,246			
				<b>SA</b>				
5339	Coralville	5011 Capital Misc	Associated capital bus maintenance	<b>Total</b>	75,000			
				<b>FA</b>	60,000			
				<b>SA</b>				
5339	Coralville	5012 Capital Expansion	Design and construct Intermodal Transportation Center/Phase II	<b>Total</b>	10,500,000			
				<b>FA</b>	8,400,000			
				<b>SA</b>				
5339	Coralville	5013 Capital Expansion	Construct new transit facility/Phase II	<b>Total</b>	1,500,000			
				<b>FA</b>	1,200,000			
				<b>SA</b>				
5339	Coralville	5014 Capital Replacement	Two passenger shelters and associated improvements	<b>Total</b>	14,000			
				<b>FA</b>	11,200			
				<b>SA</b>				

## MPO-28 / MPOJC (36 Projects)

Fund	Sponsor	Transit # Expense Class Project Type	Desc / Add Ons / Addnl Info		FY19	FY20	FY21	FY22
5339	Coralville	5015 Capital Expansion	Three passenger shelters and associated improvements	<b>Total</b>	21,000			
				<b>FA</b>	16,800			
				<b>SA</b>				
5339	Coralville	5016 Capital Expansion	Shop equipment for transit maintenance (armature lathe, etc)	<b>Total</b>	75,000			
				<b>FA</b>	60,000			
				<b>SA</b>				
5339	Coralville	5017 Capital Expansion	Heavy Duty Bus (40-42 ft.) UFRC, VSS, Low Floor	<b>Total</b>	493,300			
				<b>FA</b>	419,305			
				<b>SA</b>				
5339	Coralville	5018 Capital Expansion	Heavy Duty Bus (40-42 ft.) UFRC, VSS, Low Floor	<b>Total</b>	493,300			
				<b>FA</b>	419,305			
				<b>SA</b>				
5339	Coralville	5019 Capital Expansion	Heavy Duty Bus (40-42 ft.) UFRC, VSS, Low Floor	<b>Total</b>	493,300			
				<b>FA</b>	419,305			
				<b>SA</b>				
5339	Coralville	5020 Capital Expansion	Light Duty Bus (176" wb) VSS, Low Floor	<b>Total</b>	96,500			
				<b>FA</b>	82,025			
				<b>SA</b>				
5339	Coralville	5021 Capital Expansion	Light Duty Bus (176" wb) VSS, Low Floor	<b>Total</b>	96,500			
				<b>FA</b>	82,025			
				<b>SA</b>				
5339	Coralville	5022 Capital Expansion	Light Duty Bus (176" wb) VSS, Low Floor	<b>Total</b>	96,500			
				<b>FA</b>	82,025			
				<b>SA</b>				
5339	Coralville	5023 Capital Expansion	Light Duty Bus (176" wb) VSS, Low Floor	<b>Total</b>	96,500			
				<b>FA</b>	82,025			
				<b>SA</b>				
5339	Coralville	5024 Operations Replacement	Heavy Duty Bus (40-42 ft.) UFRC, VSS, Low Floor Unit #: 102	<b>Total</b>	493,300			
				<b>FA</b>	419,305			
				<b>SA</b>				
5339	Coralville	5025 Capital Replacement	Light Duty Bus (176" wb) VSS, Low Floor Unit #: 10225	<b>Total</b>	96,500			
				<b>FA</b>	82,025			
				<b>SA</b>				
5310	Iowa City	5028 Operations Misc	Contracted services for persons with special needs	<b>Total</b>	1,200,000			
				<b>FA</b>	104,671			
				<b>SA</b>				
5339	Iowa City	5030 Capital Replacement	Associated capital maintenance	<b>Total</b>	219,625			
				<b>FA</b>	175,700			
				<b>SA</b>				
5339	Iowa City	5031 Capital Replacement	Passenger shelters and associated improvements	<b>Total</b>	50,000			
				<b>FA</b>	40,000			
				<b>SA</b>				
5339	Iowa City	5032 Capital Replacement	New transit maintenance/bus storage facility	<b>Total</b>	20,000,000			
				<b>FA</b>	16,000,000			
				<b>SA</b>				

## MPO-28 / MPOJC (36 Projects)

Fund	Sponsor	Transit # Expense Class Project Type	Desc / Add Ons / Addnl Info		FY19	FY20	FY21	FY22
5339	Iowa City	5033 Capital Expansion	Light Duty Bus (176" wb) VSS, Low Floor	<b>Total</b>	96,500			
				<b>FA</b>	82,025			
				<b>SA</b>				
5339	Iowa City	5034 Capital Expansion	Light Duty Bus (176" wb) VSS, Low Floor	<b>Total</b>	96,500			
				<b>FA</b>	82,025			
				<b>SA</b>				
5339	Iowa City	5035 Capital Replacement	Light Duty Bus (176" wb) VSS, Low Floor Unit #: 810	<b>Total</b>	96,500			
				<b>FA</b>	82,025			
				<b>SA</b>				
5339	Iowa City	5036 Capital Replacement	Heavy Duty Bus (40-42 ft.) UFRC, VSS, Low Floor Unit #: 637U	<b>Total</b>	493,300			
				<b>FA</b>	419,305			
				<b>SA</b>				
5339	Iowa City	5037 Capital Replacement	Heavy Duty Bus (40-42 ft.) UFRC, VSS, Low Floor Unit #: 638U	<b>Total</b>	493,300			
				<b>FA</b>	419,305			
				<b>SA</b>				
STA, 5307	Iowa City	1119 Operations Misc	General Operations/Maintenance/Administration/Planning	<b>Total</b>	7,139,742	7,425,332		
				<b>FA</b>	1,497,897	1,557,813		
				<b>SA</b>	462,350	480,844		



Date: May 23, 2018

To: MPOJC Urbanized Area Policy Board

From: Brad Neumann, Assistant Transportation Planner

Re: Agenda item #3(d): Update on CRANDIC Passenger Rail Study

MPO staff continues to work with the Iowa Department of Transportation (Iowa DOT), CRANDIC, and HDR Consulting on a scope and cost estimate for the Phase III Iowa City to North Liberty Passenger Rail Service Study. More information will be provided to you at the July meeting.

A summary of the recent studies and proposed studies on the CRANDIC Corridor is provided below.

**Phase I - Iowa City to Cedar Rapids Passenger Rail Conceptual Feasibility Study:**

This 2015 study was commissioned by MPOJC, the Iowa DOT, and the CRANDIC Railroad (completed by HDR Inc.). The study explored the conceptual feasibility of a passenger rail service operating in the existing 20.5 mile CRANDIC Corridor between Gilbert Street in Iowa City and the Eastern Iowa Airport in Cedar Rapids. The study identified potential types and modes of passenger rail service for the Corridor and identified general capital and operating maintenance costs, service frequencies, service capabilities, environmental regulations, and funding options. Capital costs for this service ranged from \$250 million to \$500 million for the commuter rail service option. Most of this estimated cost was attributed to the rail portion north of North Liberty due to the distance and dealing with rail congestion near Cedar Rapids.

Phase I identified the Iowa City to North Liberty segment as feasible and further study was warranted. Stakeholders agreed to focus a Phase II feasibility study on rail service between Iowa City and North Liberty only.

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

Phase II was completed in 2016. This phase explored the feasibility of passenger rail service between Gilbert Street in Iowa City and Forevergreen Road in North Liberty, a distance of 7.1 miles. The Study provided stakeholders with a conceptual assessment of existing corridor conditions, conceptual passenger rail equipment and service plan, probable conceptual capital and operations and maintenance costs, and potential alternatives that could reduce the capital cost to implement the service. The capital cost identified in Phase II was approximately \$40 million.

Again, stakeholders agreed to continue study on the Iowa City to North Liberty segment and focus a Phase III study on ridership, revenue forecasts, financial strategies, project funding, benefits to the community, and conceptual station design.

**Iowa DOT's study on impacts of Alternative Modes on Interstate 380:**

After it was announced by the Iowa DOT, the MPOJC Policy Board elected to wait for ridership estimates produced in the Iowa DOT's 2017 study that examined the long-term potential for commuter rail and/or automated bus transit as a component of an enhanced multimodal transportation network in the Iowa City-Cedar Rapids Corridor. The study was developed concurrently with the broader Iowa DOT Interstate 380 Corridor Planning and Environmental Linkage (PEL) Study that evaluated safety, capacity, and infrastructure deficiencies on the principal roadway between the two cities and made recommendations for improvements to increase regional mobility in the near-term horizon. The study also explored alternative transportation use of the parallel CRANDIC Corridor right-of-way to supplement capacity on I-380 during a longer-term horizon.

Iowa DOT provided favorable ridership estimates for passenger rail service between Iowa City and North Liberty and recommended further study of this segment.

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

At your January 2018 meeting, the MPOJC Policy Board gave staff direction to move forward with a Phase III Study. The scope and fee of the Phase III Passenger Rail Conceptual Feasibility Study is currently being deliberated by MPOJC, Iowa DOT, CRANDIC, and HDR Consulting. The intent in the Phase III study is to focus on ridership, revenue forecasts, financial strategies, benefits to the community, and conceptual station design.

MPO staff intends to provide an update regarding the Phase III study at the May MPOJC Policy Board meeting.

**Proposed Rails-to-Trails Study:**

At your January 2018 meeting, the MPOJC Policy Board also directed MPO staff to provide a draft scope proposal and cost estimate for a "rails-to-trails" study in the CRANDIC corridor between Iowa City and North Liberty. Additional funding will be required for this study since the Iowa DOT declined to participate in this study. The intent of this project is to provide an additional option that could be used to preserve the existing rail corridor for future use.

MPO staff will follow up with local administrators to see if your respective entity is willing to help fund a "rails-to-trails" study once a scope and cost proposal is developed.

I will be at the May 30 meeting to discuss this item.

cc: Kent Ralston





Date: May 30, 2018  
To: Urbanized Area Policy Board  
From: Kent Ralston; Executive Director *KJR*  
Re: Agenda Item #3(e): Update on the MPOJC federal quadrennial review

On December 13, 2017, the Iowa DOT, Federal Highway Administration (FHWA), and the Federal Transit Administration (FTA) conducted an on-site planning review of MPOJC. These organizations jointly review and evaluate the MPO every four years to assess the quality and effectiveness of the MPO planning process and for compliance with applicable federal regulations. The review consists of a comprehensive formal on-site review covering all MPO planning and administrative activities including:

- MPO structure and agreements
- Transportation Planning Work Program
- Long Range Transportation Plan
- Transit Planning
- Transportation Improvement Program
- Public Participation Process
- Civil Rights (Title VI, Environmental Justice, Limited English Proficiency, and ADA)
- Nonmotorized Planning/Livability

I have attached a copy of the complete planning review summary report for your reference. You will see that the report provides 'recommendations' to improve our processes and also provides several 'commendations' in areas where our organization is performing at a high-level. I'm very pleased to report that no 'corrective actions' were identified and that the review found MPOJC to meet or exceed all applicable federal requirements.

I will be at your May 30 meeting to answer any questions you have.



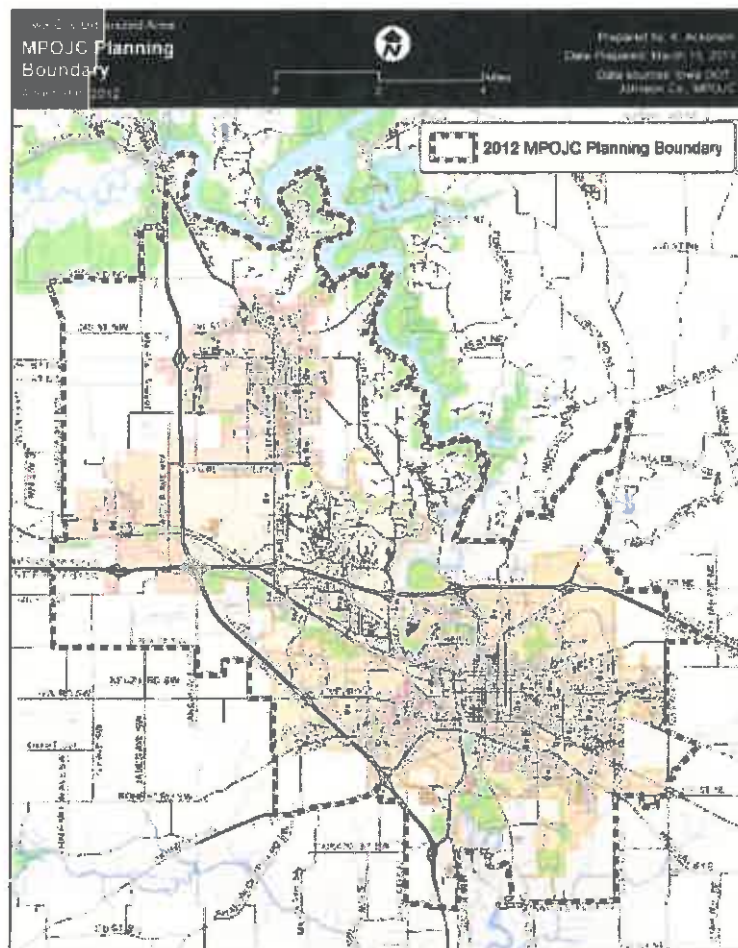
U.S. Department  
of Transportation

Federal Highway  
Administration

Federal Transit  
Administration

# Planning Review

## Metropolitan Planning Organization of Johnson County (MPOJC) Iowa City, Iowa Urbanized Area



File location: S:\Iowa City\GIS\SUCCOG\_Maps\2010 UAB Boundary Review\Boundaries.mxd

**April 13, 2018**  
**Summary Report**



# Table of Contents

1.0	EXECUTIVE SUMMARY .....	3
1.1	Previous Findings and Disposition.....	3
1.2	Summary of Current Findings .....	5
2.0	INTRODUCTION.....	6
2.1	Background and Purpose .....	6
3.0	SCOPE AND METHODOLOGY .....	7
3.1	Review Process.....	7
3.2	Documents Reviewed.....	7
3.3	Key Definitions for Planning Review Findings.....	8
4.0	PROGRAM REVIEW .....	9
4.1	MPO Structure and Agreements.....	9
4.2	Unified Planning Work Program .....	10
4.3	Metropolitan Transportation Plan .....	10
4.4	Transit Planning.....	12
4.5	Transportation Improvement Program and List of Obligated Projects .....	13
4.6	Public Participation .....	14
4.7	Civil Rights (Title VI, EJ, LEP, ADA).....	15
4.8	Nonmotorized Planning/Livability.....	16
4.9	Performance.....	17
5.0	CONCLUSION AND RECOMMENDATIONS.....	18
5.1	Commendations .....	18

5.2	Corrective Actions .....	19
5.3	Recommendations .....	19
<b>APPENDIX A - PARTICIPANTS .....</b>		<b>20</b>
<b>APPENDIX B – SIGN-IN SHEET .....</b>		<b>21</b>
<b>APPENDIX C – AGENDA .....</b>		<b>22</b>
<b>APPENDIX D - LIST OF ACRONYMS.....</b>		<b>23</b>
<b>APPENDIX E – MPOJC RESPONSE TO REVIEW TEAM .....</b>		<b>24</b>

## 1.0 EXECUTIVE SUMMARY

On December 13, 2017, the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) conducted the planning review of the transportation planning process for the Metropolitan Planning Area of Johnson County. FHWA and FTA jointly review and evaluate the transportation planning process for each urbanized area over 50,000 in population at least every four years to determine if the process meets the Federal planning requirements.

The Metropolitan Planning Organization of Johnson County (MPOJC) is the designated Metropolitan Planning Organization for the Iowa City Urbanized Area and works with the Iowa Department of Transportation (Iowa DOT) as well as the metropolitan public transit operators (Coralville Transit, Iowa City Transit and the University of Iowa Cambus) to implement the federally required planning process.

The scope of the federal review of the Iowa City Urbanized Area planning process was comprehensive, covering the transportation planning process for the entire area and all the agencies involved. The federal review team's work consisted of reviewing the products of the planning process, reviewing the ongoing oversight activities conducted by the FHWA and the FTA, and an on-site review conducted December 13, 2017 at the Iowa City offices.

### 1.1 Previous Findings and Disposition

The previous Planning Review findings and their disposition are summarized as follows.

<b>Finding</b>	<b>Action</b>	<b>Corrective Actions/ Recommendations</b>	<b>Disposition</b>
MPO Structure and Agreements 23 U.S.C. 134(d) 23 CFR 450.314(a)	Commendation	The MPOJC is commended for the regional perspective that the board makeup necessitates. The recent changes to the Policy Board makeup and voting weights prevent any single jurisdiction from dominating the decision-making.	N/A
Metropolitan Transportation Plan 23 U.S.C. 134(c),(h)&(i) 23 CFR 450.324	Recommendation	It is recommended that the MPO consider making the next MTP more user-friendly and readable for the general public. A summary document, poster, or other such handout could be used to convey the highlights of the plan.	Staff made a significant effort to make the 2045 plan more user friendly with color, maps, infographics, etc.

Unified Planning Work Program 23 CFR 450.308	Commendation	The MPOJC annual TPWP is multimodal and MPOJC staff assists the three public transit agencies in completing their lengthy list of transit related work program tasks. The MPOJC is commended for its Livability Planning and State of Good Repair planning work activities.	N/A
Transit Planning 49 U.S.C. 5303 23 U.S.C. 134 23 CFR 450.314	Recommendation	<ul style="list-style-type: none"> <li>• It is recommended that Iowa City Transit work closely with and/or request planning assistance from the MPOJC to prepare a Feasibility Study for a new bus storage and maintenance facility.</li> <li>• In addition, if Iowa City Transit applies for TIGER VI funding, it is recommended that they work closely with and/or request planning assistance from the MPOJC in preparing the application.</li> </ul>	MPOJC has completed the location study for the new transit bus storage/administration facility and began a needs assessment based on the condition of the current transit facility.
	Commendation	The three Iowa City public transit systems in total are commended for almost 7 million rides in 2012 which is the highest ridership of any Iowa urban area in 2012. MPOJC and the Iowa City Transit System are commended for beginning a feasibility study to replace Iowa City's current bus storage/maintenance facility that has severe structural issues and is nearing the end of its useful life.	N/A
Travel Demand Forecasting 23 CFR 450.324(f)(1)	Recommendation	It is recommended to research and consider adding a transit element to the travel demand model.	Completed as part of our traffic model adopted with our Long Range Transportation Plan revision in May 2017.
	Commendation	MPOJC is commended for its' solid model and the utilization of the model in the STP project selection process, where it is used to compare VMT and VHT differences between a base case and development scenarios. MPOJC is one of the few MPOs who utilize the model in this regard, and who also documents the process.	N/A

Civil Rights Title VI Civil Rights Act, 23 U.S.C. 324, Age Discrimination Act, Sec. 504 Rehabilitation Act, Americans with Disabilities Act	Commendation	The MPOJC is commended for their initiative as the primary agency developing the GIS inventory of curb ramps, bus stops and sidewalks for ADA compliance. This inventory acts as a comprehensive self-evaluation and will be the basis for the development of individual MPOJC local government ADA Transition Plans.	N/A
--	--------------	---	-----

## 1.2 Summary of Current Findings

The current review found that the metropolitan transportation planning process conducted in the Iowa City urbanized area meets Federal planning requirements. Below are the primary findings, including recommendations in this report that warrant close attention and follow-up, as well as areas that MPOJC is performing very well in that are to be commended.

Review Area	Action	Corrective Actions/ Recommendations/ Commendations	Resolution Due Date
MPO Structure and Agreements 23 U.S.C. 134(d) 23 CFR 450.314(a)	Commendation	MPO Staff - The Review Team highlights the MPO staff as being highly professional, skilled, and demonstrating a high technical ability in developing and preparing transportation planning documents.	N/A
Metropolitan Transportation Plan 23 U.S.C. 134(c),(h)&(i) 23 CFR 450.324	Recommendation	Model Development Timeline – For the next LRTP, the MPO should begin the model update process earlier to ensure the results can be used in plan development and project evaluation.	N/A
Transit Planning 49 U.S.C. 5303 23 U.S.C. 134 23 CFR 450.314	Commendation	MPO Support of Transit - The MPO provides all transit planning for the region. The MPO is commended for doing all the FTA grant administration and work activities which is not a normal MPO transit work activity.	N/A
	Recommendation	Transit Staff Alternate - The MPO and the transit agencies should identify and designate a transit staff member to be the alternate to the MPO for FTA grant administration and work activities	N/A
Transportation Improvement Program 23 U.S.C. 134(c)(h)& (j) 23 CFR 450.326	Recommendation	Project Delivery - The Review Team recommends that the MPO staff continue to work closely with Iowa DOT, project sponsors, and other partners in the process to continue to ensure the timely delivery of projects from the planning stage through to construction.	N/A



Public Participation 23 U.S.C. 134(i)(6) 23 CFR 450.316 & 450.326(b)	Commendation	Visualization Techniques - The Federal Team commends the MPO for its use of visualization techniques and reader-friendly graphics and maps in its planning products such as its MTP. The team believes that these efforts have resulted in better products that generate greater public interest and are easier to understand.	N/A
Performance, Management and Operations 23 CFR 450.324(f)(5) 23 U.S.C. 167	Recommendation	Performance Tracking – The Federal Team recommends that the MPO develop an ongoing process to analyze the performance measures identified in their LRTP, and provide updates to their Board and the public.	N/A
Nonmotorized Planning/Livability 23 U.S.C. 134(h) 23 U.S.C. 217(g) 23 CFR 450.306 23 CFR 450.3224f(2)	Commendation	Bicycle and Pedestrian Planning – The Federal Review Team commends the MPOJC staff for their continued coordination on bicycle and pedestrian issues. Of highlight is the Citizens Bicycling Concern Report, Bicycle Parking Guide and the annual update of the Area Trails Map	N/A

Details of the planning review findings for each of the above items are contained in this report.

## 2.0 INTRODUCTION

### 2.1 Background and Purpose

Pursuant to 23 U.S.C. 134 and 49 U.S.C. 5303(k), the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) have responsibilities for ensuring that the metropolitan transportation planning processes are conducted in a manner consistent with the above legislation. In general, the reviews consist of three primary activities: a site visit, a review of planning products (in advance of and during the site visit), and preparation of a Planning Review Report that summarizes the review and offers findings. The reviews focus on compliance with Federal regulations, challenges, successes, and experiences of the cooperative relationship between the MPO(s), the State DOT(s), and public transportation operator(s) in the conduct of the metropolitan transportation planning process.

The Planning Review process is only one of several methods used to assess the quality of a regional metropolitan transportation planning process, compliance with applicable statutes and regulations, and the level and type of technical assistance needed to enhance the effectiveness of the planning process. Other activities provide opportunities for this type of review and comment, including Unified Planning Work Program (UPWP) approval, the MTP, metropolitan and statewide Transportation Improvement Program (TIP) findings, air-quality (AQ) conformity determinations (in nonattainment and maintenance areas), as well as a range of other formal

and less formal contact provide both FHWA/FTA an opportunity to comment on the planning process. The results of these other processes are considered in the Review process.

The review process is individually tailored to focus on topics of significance in each metropolitan planning area. Federal reviewers prepare Planning Review Reports to document the results of the review process. The reports and final actions are the joint responsibility of the appropriate FHWA and FTA field offices, and their content will vary to reflect the planning process reviewed, whether or not they relate explicitly to formal “findings” of the review.

## **3.0 SCOPE AND METHODOLOGY**

### **3.1 Review Process**

This report details the 2018 review, which consisted of a site visit on December 13, 2017 and desk review. Participants in the review included representatives of FHWA, FTA, Iowa DOT, and MPOJC staff. A full list of participants is included in Appendix A.

A desk audit of current documents and correspondence was completed prior to the site visit. In addition to the formal review, routine oversight mechanisms provide a major source of information upon which to base the review findings. The planning review covers the transportation planning process conducted cooperatively by the MPO, State, and public transportation operators. Background information, current status, key findings, and recommendations are summarized in the body of the report for the following subject areas selected by FHWA and FTA staff for on-site review:

- MPO Structure and Agreements
- Unified Planning Work Program
- Metropolitan Transportation Plan (MTP)
- Transit Planning
- Transportation Improvement Program (TIP) and List of Obligated Projects
- Public Participation
- Civil Rights (Title VI, EJ, LEP, ADA)
- Nonmotorized Planning/Livability

### **3.2 Documents Reviewed**

The following MPO documents were evaluated as part of this planning process review:

- MPOJC 5307 Transit Operating Assistance Agreement, 2017

- Bylaws of the Metropolitan Planning Organization of Johnson County, Iowa adopted July 2016
- FY 2018 Unified Planning Work Program for MPOJC
- Future Forward 2045 Long Range Transportation Plan, May 2017
- East Central Iowa Council of Governments FY18 Assessment Schedule for MPOJC Entities, July 2017
- Member Agency Roster 2017
- 2016 Transportation Planning Division Annual Report
- Metropolitan Bicycle Master Plan, November 2009
- FY18 Budget and Financial Forecast, July 2017
- FY 2018-2021 Transportation Improvement Program for the Iowa City Urbanized Area
- MPOJC Affordable Housing Committee, 2011
- Update to the 2007 Affordable Housing Market Analysis for the Iowa City Urbanized area, January 2015
- Iowa City Urbanized Area Arterial Streets Plan Map, September 2016
- Bicycle Commuter Guide
- MPOJC Complete Streets Policy, January 2015
- Trails Map, Iowa City Metro Area
- Liberty High School Traffic Impact Analysis, January 2015
- Regional Intelligent Transportation Systems (ITS) Architecture for MPOJC Region, September 2014
- MPOJC Public Participation Plan, September 2017
- Title VI Plan and Assurances, 2017

### 3.3 Key Definitions for Planning Review Findings

**Corrective Actions** – Corrective Actions are compliance issues and indicate a serious situation that fails to meet one or more requirements of the transportation planning statute and regulations, thus seriously impacting the outcome of the overall process. The expected outcome is a change that brings the metropolitan planning process into compliance with a planning statute or regulation; failure to respond will likely result in a more restrictive review.

**Recommendations** – Recommendations address technical improvements to processes and procedures, that while somewhat less substantial and not regulatory, are still significant enough that FHWA and FTA are hopeful that State and local officials will take action. The expected outcome is change that would improve the process, though there is no Federal mandate.

**Commendations** – Commendations are processes or practices that demonstrate innovative, highly effective, well-thought out procedures for implementing the planning requirements. Elements addressing items that have frequently posed problems nationwide could be cited as commendations. Also, significant improvements and/or resolution of past findings may warrant a commendation.

## **4.0 PROGRAM REVIEW**

### **4.1 MPO Structure and Agreements**

#### **4.1.1 Regulatory Basis**

23 U.S.C. 134(d) and 23 CFR 450.314(a) state the MPO, the State, and the public transportation operator shall cooperatively determine their mutual responsibilities in carrying out the metropolitan transportation planning process. These responsibilities shall be clearly identified in written agreements among the MPO, the State, and the public transportation operator serving the MPA.

#### **4.1.2 Current Status**

It was observed that strong planning relationships and cooperation exist between the MPO, Iowa DOT, and transit agencies. The MPO staff is highly professional and technically skilled as compared to other MPOs of similar size across the state and country. In addition to fulfilling tasks associated with the federally required planning process, the relatively small staff conducts a substantial number traffic analyses each year and conducts the primary planning tasks for transit in the region.

MPOJC maintains several interagency coordination agreements including a staffing agreement with the City of Iowa City, and an authorizing resolution for filing of FTA 5307 Operating Grants, and a policy agreement with the East Central Iowa Council of Governments (ECICOG) to allow MPOJC to act as the collection agent for community dues.

The Iowa DOT provided an agreement (Performance Management Agreement Between the Iowa City Urbanized Area MPO and the Iowa Department of Transportation) that was included in the FY 2018 UPWP. This makes Iowa a leading state in implementing new federal requirements for the cooperative development and sharing of performance data.

#### **4.1.3 Findings**

The MPOJC's organizational framework is compliant with the federal planning regulations.

#### **Commendation:**

1. **MPO Staff** - The Review Team highlights the MPOJC staff as being highly professional, skilled, and demonstrating a high technical ability in developing and preparing transportation analyses and planning documents. The MPO has been diligent in its efforts to provide training for staff to deepen their skills in the technical areas of transportation planning and has produced planning initiatives that take full advantage of a wide range of technical tools for analysis and visualization. Throughout the review, the MPO staff was open to suggestions, willing to share ideas, and discuss challenges or issues.

## **4.2 Unified Planning Work Program**

### **4.2.1 Regulatory Basis**

23 CFR 450.308 sets the requirement that planning activities performed under Titles 23 and 49 U.S.C. be documented in a Unified Planning Work Program (UPWP). The MPO, in cooperation with the State and public transportation operator, shall develop a UPWP that includes a discussion of the planning priorities facing the metropolitan planning area (MPA) and the work proposed for the next one- or two-year period by major activity and task in sufficient detail to indicate the agency that will perform the work, the schedule for completing the work, the resulting products, the proposed funding, and sources of funds.

### **4.2.2 Current Status**

The MPO conducts substantial outreach and coordination with member jurisdictions to develop and report TPWP activities and accomplishments. This coordination fosters increased understanding and participation among the MPOs partners and interested parties, as evidenced by the significant number of planning activities requested by member jurisdictions. In addition, it was noted that the carryover balance is very low which is also a best practice for MPOs in Iowa.

### **4.2.3 Findings**

The MPOJC UPWP meets all the requirements listed under 23 CFR 450.308.

## **4.3 Metropolitan Transportation Plan**

### **4.3.1 Regulatory Basis**

23 U.S.C. 134(c), (h) & (i) and 23 CFR 450.324 set forth requirements for the development and content of the Metropolitan Transportation Plan (MTP). Among the requirements are that the MTP address at least a 20-year planning horizon and that it includes both long and short range strategies that lead to the development of an integrated and multi-modal system to facilitate

the safe and efficient movement of people and goods in addressing current and future transportation demand.

The MTP is required to provide a continuing, cooperative, and comprehensive multimodal transportation planning process. The plan needs to consider all applicable issues related to the transportation systems development, land use, employment, economic development, natural environment, and housing and community development.

23 CFR 450.324(c) requires the MPO to review and update the MTP at least every four years in air quality nonattainment and maintenance areas and at least every 5 years in attainment areas to reflect current and forecasted transportation, population, land use, employment, congestion, and economic conditions and trends.

Under 23 CFR 450.324(f), the MTP is required, at a minimum, to consider the following:

- Projected transportation demand
- Existing and proposed transportation facilities
- Operational and management strategies
- Congestion management process
- Capital investment and strategies to preserve transportation infrastructure and provide for multimodal capacity
- Design concept and design scope descriptions of proposed transportation facilities
- Potential environmental mitigation activities
- Pedestrian walkway and bicycle transportation facilities
- Transportation and transit enhancements
- A financial plan

#### **4.3.2 Current Status**

The current MTP, finalized in May of 2017, has a horizon year of 2045. The 'Future Forward 2045 Long Range Transportation Plan' was developed with an emphasis on nine guiding principles, an increased focus on multi-modal and active transportation, and the development of performance measures to better assess how the transportation network is performing now and in the future. The MPO and Iowa DOT demonstrated strong coordination for the development of the model for the plan. This successful practice is something that could be used by other MPOs in Iowa to improve their processes.

#### **4.3.3 Findings**

The MPOJC MTP meets all the requirements listed under 23 CFR 450.324.

**Recommendation:**

1. Model Development Timeline – For the next LRTP, the MPO should begin the model update process earlier to ensure the results can be used in plan development and project evaluation.

## **4.4 Transit Planning**

### **4.4.1 Regulatory Basis**

49 U.S.C. 5303 and 23 U.S.C. 134 require the transportation planning process in metropolitan areas to consider all modes of travel in the development of their plans and programs. Federal regulations cited in 23 CFR 450.314 state that the MPO in cooperation with the State and operators of publicly owned transit services shall be responsible for carrying out the transportation planning process.

### **4.4.2 Current Status**

MPOJC provides transit planning and grant administration in the urban area for Coralville Transit, Iowa City Transit, and the University of Iowa Cambus system. Both Iowa City Transit and Coralville Transit are municipal systems operated by Iowa City and Coralville respectively, whereas the University of Iowa Cambus is an open-to-the-public system operated by the University of Iowa to serve University facilities.

Planning and programming activities are conducted by MPOJC for transit capital and operating grant programs of the Federal Transit Administration (FTA) and the Iowa DOT. These activities include: Production of planning documents necessary to implement the federally mandated planning process; Individual short and long-range transit planning projects requested by member entities; Planning and administration associated with state and federal grant applications; Annual allocation of 5307 federal operating funds

### **4.4.3 Findings**

The Iowa City urbanized area meets all the requirements listed under 23 CFR 450.314.

**Commendation:**

1. MPO Support of Transit - The MPO provides all transit planning for the region. The MPO is commended for doing all the FTA grant administration and work activities which is not a normal MPO transit work activity.

**Recommendation:**

1. Transit Staff Alternate - The MPO and the transit agencies should identify and designate a transit staff member to be the alternate to the MPO for FTA grant administration and work activities.

## **4.5 Transportation Improvement Program and List of Obligated Projects**

### **4.5.1 Regulatory Basis**

23 U.S.C. 134(c),(h) & (j) set forth requirements for the MPO to cooperatively develop a Transportation Improvement Program (TIP). Under 23 CFR 450.326, the TIP must meet the following requirements:

- Must cover at least a four-year horizon and be updated at least every four years.
- Surface transportation projects funded under Title 23 U.S.C. or Title 49 U.S.C., except as noted in the regulations, are required to be included in the TIP.
- List project description, cost, funding source, and identification of the agency responsible for carrying out each project.
- Projects need to be consistent with the adopted MTP.
- Must be fiscally constrained.
- The MPO must provide all interested parties with a reasonable opportunity to comment on the proposed TIP.

23 U.S.C. 134(j)(7) and 23 CFR 450.334 requires that the State, the MPO, and public transportation operators cooperatively develop a listing of projects for which Federal funds under 23 U.S.C. or 49 U.S. C. Chapter 53 have been obligated in the previous year. The listing must include all federally funded projects authorized or revised to increase obligations in the preceding program year and, at a minimum, the following for each project:

- The amount of funds requested in the TIP
- Federal funding obligated during the preceding year
- Federal funding remaining and available for subsequent years
- Sufficient description to identify the project
- Identification of the agencies responsible for carrying out the project



#### **4.5.2 Current Status**

The Iowa City urbanized area TIP document is updated annually on the schedule provided through Iowa DOT guidance. The MPO generally awards funds through a competitive selection process every 2 years so the TIP document does not change significantly in interim years.

The MPO has established strong project selection criteria that are successful in scoring, evaluating, and comparing projects that are competing for limited resources. The staff and policy board also have a history of being very proactive in modifying project selection as policy and needs change. The criteria for STBG and TA include: economic opportunity, environment, quality of life, system preservation, efficiency, choice, safety, health, equity, and local commitment. After project selection, the MPO has implemented a formalized project sponsor agreement to aid in ensuring subrecipients are made aware of federal rules when they are awarded federal funds. This practice is encouraged by the Iowa DOT and FHWA.

#### **4.5.3 Findings**

The Iowa City Urbanized Area meets all the requirements listed under 23 CFR 450.326 and 23 CFR 450.334.

#### **Recommendations:**

1. **Project Delivery** - The Review Team recommends that the MPO staff continue to work closely with Iowa DOT, project sponsors, and other partners in the process to continue to ensure the timely delivery of projects from the planning stage through to construction. This effort directly supports the FHWA initiative Every Day Counts which promotes a variety of efforts intended to expedite project delivery.

### **4.6 Public Participation**

#### **4.6.1 Regulatory Basis**

Sections 134(i)(5), 134(j)(1)(B) of Title 23 and Section 5303(i)(5) and 5303(j)(1)(B) of Title 49, require a Metropolitan Planning Organization (MPO) to provide adequate opportunity for the public to participate in and comment on the products and planning processes of the MPO. The requirements for public involvement are detailed in 23 CFR 450.316(a) and (b), which require the MPO to develop and use a documented participation plan that includes explicit procedures and strategies to include the public and other interested parties in the transportation planning process.

Specific requirements include giving adequate and timely notice of opportunities to participate in or comment on transportation issues and processes, employing visualization techniques to

describe metropolitan transportation plans and TIPs, making public information readily available in electronically accessible formats and means such as the world wide web, holding public meetings at convenient and accessible locations and times, demonstrating explicit consideration and response to public input, and a periodically reviewing of the effectiveness of the participation plan.

#### **4.6.2 Current Status**

The Iowa City Area MPO updated their Public Participation Plan in September of 2017. Contained in the document is a table that summarizes public participation procedures for all the planning documents including public input opportunities. This is a great tool that provides the opportunity for the public to gain a better understanding for when they can get involved in the process. In addition, the MPO has begun using online surveys targeted to different types of system users and making in person visits to interested groups. Staff maintains an interested individuals list of nearly 500 persons. The MPO has also greatly improved the readability of planning documents using techniques such as reader-friendly infographics, color and maps to improve the user experience and engage the public.

#### **4.6.3 Findings**

The Iowa City Urbanized Area meets all the requirements listed under 23 CFR 450.316.

#### **Commendation:**

1. Visualization Techniques - The Federal Team commends the MPO for its use of visualization techniques and reader-friendly graphics and maps in its planning products such as its MTP. The team believes that these efforts have resulted in better products that generate greater public interest and are easier to understand.

### **4.7 Civil Rights (Title VI, EJ, LEP, ADA)**

#### **4.7.1 Regulatory Basis**

Title VI of the Civil Rights Act of 1964, prohibits discrimination based upon race, color, and national origin. Specifically, 42 U.S.C. 2000d states that “No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.” In addition to Title VI, there are other Nondiscrimination statutes that afford legal protection. These statutes include the following: Section 162 (a) of the Federal-Aid Highway Act of 1973 (23 U.S.C. 324), Age Discrimination Act of 1975, and Section 504 of the Rehabilitation Act of 1973/Americans with Disabilities Act (ADA) of 1990. ADA specifies that

programs and activities funded with Federal dollars are prohibited from discrimination based on disability.

Executive Order #12898 (Environmental Justice) directs federal agencies to develop strategies to address disproportionately high and adverse human health or environmental effects of their programs on minority and low-income populations. In compliance with this Executive Order, USDOT and FHWA issued orders to establish policies and procedures for addressing environmental justice in minority and low-income populations. The planning regulations, at 23 CFR 450.316(a)(1)(vii), require that the needs of those "traditionally underserved" by existing transportation systems, such as low-income and/or minority households, be sought out and considered.

Executive Order # 13166 (Limited-English-Proficiency) requires agencies to ensure that limited English proficiency persons are able to meaningfully access the services provided consistent with and without unduly burdening the fundamental mission of each federal agency.

#### **4.7.2 Current Status**

Diverse approaches are used at the MPO to prevent discrimination and assure compliance. No complaints for the area were filed. It was discovered during the review that the Title VI assurances and Title VI plan needed to be updated. Those updates were provided shortly after the visit.

#### **4.7.3 Findings**

The Iowa City Urbanized Area meets all the civil rights requirements.

### **4.8 Nonmotorized Planning/Livability**

#### **4.8.1 Regulatory Basis**

23 U.S.C. 217(g) states that bicyclists and pedestrians shall be given due consideration in the comprehensive transportation plans developed by each MPO under 23 U.S.C. 134. Bicycle transportation facilities and pedestrian walkways shall be considered, where appropriate, in conjunction with all new construction and reconstruction of transportation facilities.

23 CFR 450.306 sets forth the requirement that the scope of the metropolitan planning process "will increase the safety for motorized and non-motorized users; increase the security of the transportation system for motorized and non-motorized users; and protect and enhance the environment, promote energy conservation, improve the quality of life.

#### **4.8.2 Current Status**

MPOJC is very active in the promotion of the bicycle and pedestrian modes for transportation. The MPO has adopted a regional complete streets policy which was strengthened in 2015. Agency staff coordinate bicycle and pedestrian planning within the urbanized area, including multi-use trails and other bike and pedestrian facilities, and assist communities with transportation grant applications for state and federal funds. MPOJC prints an annual Metro Area Trails Map, illustrating all on-street bike accommodations and off-street multi-use trails. In addition, the MPO is also dedicating staff time to participate in an upcoming standalone bicycle master plan for Iowa City.

#### **4.8.3 Findings**

The Iowa City Urbanized Area meets all the requirements listed under 23 CFR 450. 306 for planning factors that address non-motorized users.

#### **Commendation:**

1. Bicycle and Pedestrian Planning – The Federal Review Team commends the MPOJC staff for their continued coordination on bicycle and pedestrian issues. Of highlight is the Citizens Bicycling Concern Report, Bicycle Parking Guide and the annual update of the Area Trails Map.

### **4.9 Performance**

#### **4.9.1 Regulatory Basis**

23 CFR 450.324(f)(5) requires the MTP include Management and Operations (M&O) of the transportation network as an integrated, multimodal approach to optimize the performance of the existing transportation infrastructure. Effective M&O strategies include measurable regional operations goals and objectives and specific performance measures to optimize system performance.

#### **4.9.2 Current Status**

As part of the development of Future Forward 2045 Plan, MPOJC proactively included 25 performance measures within the Plan, as they relate to the nine guiding principles: Economic Opportunity, Environment, Quality of Life, System Preservation, Efficiency, Choice, Safety, Health, and Equity. The development of performance measures also allows the region to more

effectively measure how well the transportation network is meeting the needs of the metro area and help determine the best use of scarce transportation funding.

#### **4.9.3 Findings**

The Iowa City Urbanized Area meets all the requirements listed under 23 CFR 450.324 for management and operations as well as other performance based requirements.

#### **Recommendation:**

1. **Performance Tracking** – The Federal Team recommends that the MPO develop an ongoing process to analyze the performance measures identified in their LRTP, and provide updates to their Board and the public.

## **5.0 CONCLUSION AND RECOMMENDATIONS**

The FHWA and FTA review found that the metropolitan transportation planning process conducted in the Iowa City urbanized area meets Federal planning requirements as follows.

### **5.1 Commendations**

The following are noteworthy practices that the MPO of Johnson County is doing well in the transportation planning process:

1. **MPO Staff** - The Review Team highlights the MPOJC staff as being highly professional, skilled, and demonstrating a high technical ability in developing and preparing transportation analyses and planning documents. The MPO has been diligent in its efforts to provide training for staff to deepen their skills in the technical areas of transportation planning and has produced planning initiatives that take full advantage of a wide range of technical tools for analysis and visualization. Throughout the review, the MPO staff was open to suggestions, willing to share ideas, and discuss challenges or issues.
2. **MPO Support of Transit** - The MPO provides all transit planning for the region. The MPO is commended for doing all the FTA grant administration and work activities which is not a normal MPO transit work activity.
3. **Visualization Techniques** - The Federal Team commends the MPO for its use of visualization techniques and reader-friendly graphics and maps in its planning products such as its MTP. The team believes that these efforts have resulted in better products that generate greater public interest and are easier to understand.
4. **Bicycle and Pedestrian Planning** – The Federal Review Team commends the MPOJC staff for their continued coordination on bicycle and pedestrian issues. Of highlight is the Citizens Bicycling Concern Report, Bicycle Parking Guide and the annual update of the Area Trails Map.

## **5.2 Corrective Actions**

The following are corrective actions that the MPO of Johnson County must take to comply with Federal Regulations:

None

## **5.3 Recommendations**

The following are recommendations that would improve the transportation planning process:

- 1. Model Development Timeline – For the next LRTP, the MPO should begin the model update process earlier to ensure the results can be used in plan development and project evaluation.**
- 2. Transit Staff Alternate - The MPO and the transit agencies should identify and designate a transit staff member to be the alternate to the MPO for FTA grant administration and work activities.**
- 3. Project Delivery - The Review Team recommends that the MPO staff continue to work closely with Iowa DOT, project sponsors, and other partners in the process to continue to ensure the timely delivery of projects from the planning stage through to construction. This effort directly supports the FHWA initiative Every Day Counts which promotes a variety of efforts intended to expedite project delivery.**
- 4. Performance Tracking – The Federal Team recommends that the MPO develop an ongoing process to analyze the performance measures identified in their LRTP, and provide updates to their Board and the public.**

## **APPENDIX A - PARTICIPANTS**

Federal reviewers prepared this Planning Review report to document the results of the review process. The report and final actions are the responsibility of the FHWA Iowa and the FTA Region 7 Office. See Appendix B for the sign-in sheet. The following individuals were involved in the Iowa City urbanized area on-site review:

The Federal Review Team included:

- Ms. Darla Hugaboom, FHWA Iowa Division
- Ms. Karla Kudart, FHWA Iowa Division
- Mr. Daniel Nguyen, FTA Region 7

### MPOJC Staff

Kent Ralston, Executive Director

Darian Nagle-Gamm, Senior Traffic Engineering Planner

Emily Bothell, Assistant Transportation Planner

Brad Neuman, Assistant Transportation Planner

Sarah Walz, Assistant Transportation Planner

### Iowa DOT

Andrea White, Office of Systems Planning

Phil Mescher, Office of Systems Planning

Eric Wilke, Office of Systems Planning

Nikita Rainey, Office of Civil Rights

Tracey Bradley, Office of Civil Rights

Matt Chambers, Office of Program Management

Kristin Haar, Office of Transit

Cathy Cutler, District 6

# APPENDIX B – SIGN-IN SHEET



WORKING BETTER TOGETHER

U.S. Department of Transportation

Federal Transit Administration  
991 Locust Street, Room 404  
Kansas City, MO 64106

816-329-3920

Federal Highway Administration  
105 6<sup>th</sup> Street  
Ames, Iowa 50010

515-233-7300

## Metropolitan Planning Organization of Johnson County - MPOJC

Planning Review: December 13, 2017

### Attendee Sign-in Sheet

Name	Organization	E-mail Address
Cathy Cutler	Iowa DOT Dist 6	cathycutler@iowadot.us
Kurt Ralston	MPO	kurt.ralston@iowa-city.org
Matt Chambers	Iowa DOT	Matthew.Chambers@iowadot.us
Karla Kudart	FHWA	karla.kudart@dot.gov
Erin Beasley	Iowa DOT	Erin.beasley@iowadot.us
Nikita Rainey	Iowa DOT	nikita.rainey@iowadot.us
Kristin Haar	Iowa DOT	Kristin.haar@iowadot.us
Andrea White	Iowa DOT	andrea.white@iowadot.us
Phil Meschov	Iowa DOT	phil.meschov@iowadot.us
Eric Wilke	Iowa DOT	eric.wilke@iowadot.us
Emily Bothell	MPOJC	emily-bothell@iowa-city.org
Brend Neumann	MPOJC	brend-neumann@iowa-city.org
Darian Nagle-Gamm	MPOJC	darian-nagle-gamm@iowa-city.org
Darla Hugboom	FHWA	darla.hugboom@dot.gov
SARAH WALZ	MPOJC	Sarah-walz@iowa-city.org



## APPENDIX C – AGENDA

Metropolitan Planning Organization of Johnson County (MPOJC)  
Planning Review  
December 13, 2017  
410 E. Washington St.  
Iowa City, Iowa 52240

### Agenda

8:30 a.m. – 9:30 a.m.	Welcome and Scope of Review <ul style="list-style-type: none"><li>• Introductions</li><li>• MPO Overview</li><li>• Major Projects (Completed and Upcoming)</li><li>• Organizational Structure</li></ul>
9:30 a.m. – 10:00 a.m.	Public Transit <ul style="list-style-type: none"><li>• Iowa City Transit Facility Replacement, Feasibility Study, NEPA updates</li></ul>
10:00 a.m. – 10:15 a.m.	Break
10:15 a.m. – 10:45 a.m.	MPO Role and Responsibilities <ul style="list-style-type: none"><li>• Agreements</li><li>• Process and Procedures</li><li>• Unified Planning Work Program (UPWP)</li></ul>
10:45 a.m. – 11:45 a.m.	Planning Process & Major Planning Products <ul style="list-style-type: none"><li>• Transportation Improvement Program (TIP)</li><li>• Metropolitan Transportation Plan (MTP or LRTP)</li><li>• Project Selection Process</li><li>• Performance Based Planning</li></ul>
11:45 a.m. – 12:00 p.m.	Public Involvement <ul style="list-style-type: none"><li>• Public Participation Plan</li></ul>
12:00 p.m. – 12:30 p.m.	Civil Rights <ul style="list-style-type: none"><li>• Title VI</li><li>• Environmental Justice</li><li>• LEP</li><li>• ADA</li><li>• Self-Certification</li></ul>
12:30 p.m.	Adjourn

## **APPENDIX D - LIST OF ACRONYMS**

**ADA:** Americans with Disabilities Act  
**AMPO:** Association of Metropolitan Planning Organizations  
**CFR:** Code of Federal Regulations  
**CMP:** Congestion Management Process  
**DOT:** Department of Transportation  
**EJ:** Environmental Justice  
**FAST:** Fixing America's Surface Transportation Act  
**FHWA:** Federal Highway Administration  
**FTA:** Federal Transit Administration  
**FY:** Fiscal Year  
**HSIP:** Highway Safety Improvement Program  
**ITS:** Intelligent Transportation Systems  
**LEP:** Limited-English-Proficiency  
**M&O:** Management and Operations  
**MAP-21:** Moving Ahead for Progress in the 21<sup>st</sup> Century  
**MPA:** Metropolitan Planning Area  
**MPO:** Metropolitan Planning Organization  
**MTP:** Metropolitan Transportation Plan  
**SHSP:** Strategic Highway Safety Plan  
**STIP:** State Transportation Improvement Program  
**TDM:** Travel Demand Management  
**TIP:** Transportation Improvement Program  
**TMA:** Transportation Management Area  
**U.S.C.:** United States Code  
**UPWP:** Unified Planning Work Program  
**USDOT:** United States Department of Transportation

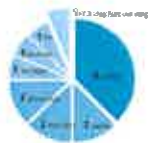
# APPENDIX E – MPOJC RESPONSE TO REVIEW TEAM

## MPOJC Planning Review Topics

### 1. MPO Organization and Intragovernmental Coordination

Please describe the accomplishments in regard to the MPO organization.

All MPOJC member entities (communities) in Johnson County are represented either on our Urbanized Area Policy Board (UAPB) or Rural Policy Board. The Boards are comprised of elected officials from each community in Johnson County with voting representation distributed by population. The 16-member Urbanized Area Board includes representatives from the University of Iowa and the Iowa City Community School District to ensure intragovernmental coordination and cooperation. MPOJC also coordinates with communities using several key standing subcommittees including the Transportation Technical Advisory Committee (TTAC) and the Regional Trails and Bicycling Committee (RTBC). The Transportation Technical Advisory Committee includes representatives from each MPO urban entity, local transit agencies, planners, engineers and a member of the Regional Trails and Bicycling Committee. To better planning efforts the FHWA, DOT, and the East Central Iowa Council of Governments (ECIOG) are ex-officio members of the TTAC.



#### Urbanized Area Policy Board Membership:

- Iowa City: 6 Councilors
- Carrollville: 2 Councilors
- Harris Library: 2 Councilors
- Johnston County: 2 Board of Supervisors
- TTAC: 1 Mayor
- University Heights: 1 Mayor
- University of Iowa: 1 member
- School District: 1 member

#### Rural Policy Board Membership:

- Hill: 1 Mayor
- Salina: 1 Mayor
- Johnston County: 2 Board of Supervisors
- Iowa Trac: 1 Mayor
- Stacyville: 1 Mayor
- Salina: 1 Mayor
- Duquoin: 1 Councilor

#### Transportation Technical Advisory Committee Membership:

- Manager, Carrollville Transit
- City Engineer, City of Carrollville
- City Administrator, City of Carrollville
- Director, Transportation Services, Iowa City
- Director, Public Works, City of Iowa City
- City Engineer, City of Iowa City
- City Administrator, City of TTAC
- Johnson County Engineer
- Director, Johnson County SEATS
- Manager, University of Iowa Campus
- Business Manager, University of Iowa
- Facilities Management, University of Iowa

- Asst. Dir, Transportation Services, Iowa City
- Asst. to the City Manager, City of Iowa City
- East Central Iowa Council of Governments
- Planning Director, City of Harris Library
- Mayor, University Heights
- MPO Regional Trails & Bicycling Committee
- District 6 Planner, Iowa DOT
- Federal Highway Administration, Ames
- Federal Transit Administration, Ames City

#### Recent MPOJC Urbanized Area Policy Board accomplishments include:

- Adoption of a Complete Streets Policy – Jan 2016
- Review & Adoption of Rules – July 2016
- Adoption of Budget and Financial Forecast – Jan 2017
- Appointment to the ECIOG Board of Directors – Jan 2017
- Appointment of FTA 5307 Transit Operating Funds – Jan 2017
- Adoption of the FTA 5307 Transit Program of Projects – March 2017
- Adoption of the FTA 5307 Transit Capital Equipment Replacement Plan – March 2017
- Allocation of FTA 5307 grant funds – March 2017
- Adoption of the FTA 5307 Transportation Planning Work Program – May 2017
- Adoption of the FTA 5307 long range Transportation Plan – May 2017
- Adoption of a revised Public Participation Plan – Sept 2017
- Adoption of the FTA 5307 Transportation Improvement Program – July 2017

#### Please discuss your intragovernmental coordination including intragovernmental planning agreements.

MPOJC works closely with many agencies. At the core of this coordination are meetings with all member entities in Johnson County through our Urbanized Area Policy Board (UAPB) and Rural Policy Board. MPO staff also routinely participate in DOT District 6 quarterly meetings for Iowa City and Carrollville and participate in MPO Director's meetings quarterly with the DOT headquarters in Ames. MPO staff also works closely with our three local transit agencies (Iowa City Transit, Carrollville Transit, and University of Iowa Campus) and assists with contracts, planning, and re-distributing requirements.

#### Specific intragovernmental coordination agreements are outlined below:

- Staffing agreement with the City of Iowa City – This agreement requires MPO staff exclusively as City of Iowa City employees which provides a structure for salaries/benefits for MPO staff and provides attendance in meetings, legal, accounting, human resources, etc.
- Authorization Resolution for the King of FTA 5307 Operating Funds – This resolution allows MPOJC staff to apply for and administer 5307 grants on behalf of Iowa City Transit, Carrollville Transit, and University of Iowa (Campus).
- Callahan agency for MPA Funding – Through a policy agreement with the East Central Iowa Council of Governments (ECIOG), MPOJC acts as a callahan agency for Johnson County community due and provides these funds to ECIOG.

### 2. Transportation Projects - Historical and Planned

Please provide an overview of major achievements in the metropolitan planning process – In particular, list the project, project type, location, etc. Include a listing of the major projects and indicate whether the MPO is currently in the design or construction phase.

#### Major Infrastructure Achievements:

- South Dwyane Street reconstruction and roundabout – Iowa City
- First Avenue railroad grade separation project – Iowa City
- Recreation of South Dwyane Avenue corridor from Iowa to Four Lane – Carrollville
- Reconstruction of 1st Avenue including center turn lane – Carrollville
- Expansion of the Penn Street corridor from Iowa to Four Lane – North Liberty
- Reconstruction of Highway 955 and alignment with US-Codes Band Intersection – North Liberty
- Recreation of Island Avenue to Highway 6 – TTAC
- Wheelockian north side of Weiss Avenue – University Heights
- Burns Street wide sidewalk project – University Heights
- Construction of new Highway Bridge 8 Trail – Johnson County
- Quadrangle Redwood on corner to Duquesne Street – Johnson County / Carrollville
- Road Diet / Lane Reductions executed (or programmed) on South Dwyane Street, Lower Mercader Road, Mormon Trail (Burlington), and First Avenue - Iowa City
- Construction of Traffic Signals on Highway 6 – Carrollville
- Construction of new roundabouts in Carrollville, Iowa City, and North Liberty in the last two years

#### Major Projects Planned:

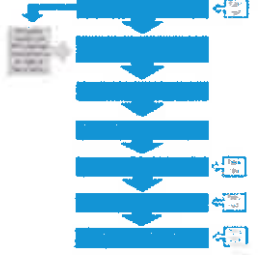
Regional Transportation Alternatives Program					
Summary of costs and federal aid					
Project	FY17	FY18	FY19	FY20	FY21
100% Federal Aid	11,230,000	11,230,000	11,230,000	11,230,000	11,230,000
50% Federal Aid	5,615,000	5,615,000	5,615,000	5,615,000	5,615,000
25% Federal Aid	2,807,500	2,807,500	2,807,500	2,807,500	2,807,500
0% Federal Aid	0	0	0	0	0
<b>Total</b>	<b>19,652,500</b>	<b>19,652,500</b>	<b>19,652,500</b>	<b>19,652,500</b>	<b>19,652,500</b>

Regional Surface Transportation Block Grant Program					
Summary of costs and federal aid					
Project	FY17	FY18	FY19	FY20	FY21
100% Federal Aid	1,230,000	1,230,000	1,230,000	1,230,000	1,230,000
50% Federal Aid	615,000	615,000	615,000	615,000	615,000
25% Federal Aid	307,500	307,500	307,500	307,500	307,500
0% Federal Aid	0	0	0	0	0
<b>Total</b>	<b>2,152,500</b>	<b>2,152,500</b>	<b>2,152,500</b>	<b>2,152,500</b>	<b>2,152,500</b>

### 3. Project Selection

#### What are the MPOJC project selection processes and success mechanisms for funding?

MPOJC assess and prioritize work cooperatively through the Urbanized Area Policy Board and sub-committees to make decisions regarding which transportation projects will receive federal funding in the metropolitan area. The general funding allocation process for Surface Transportation Block Grant (STBG) and Transportation Alternatives Program (TAP) funding is shown here.



The Urban Policy Board has historically chosen to allocate STBG and TAP funds every other year in effort to increase the amount of funding available for specific projects and still in the completion of larger projects.

The Urban Policy Board has a good track record of providing funds to growing communities in the area.

area and also directing funds to regionally significant projects – including road expansion projects, road capacity improvements, trail development, transit infrastructure, and projects that generally reduce vehicle miles or lessen vehicle miles traveled. The adopted STBG and TAP scoring criteria used to rank projects have been revised many times in recent history to reflect the goals and desires of the Urban Policy Board. The exhibit below shows approximately how much STBG and TAP funding each MPO entity has received in the last 3 years.

MPO/SEA/TA	Population 2009	Population 2010	Population Change	MPOs STP		MPOs TAP		Total STP	Total TAP
				Funds FY02-2010	2011	Funds FY02-2010	2011		
Corvallis	15,123	17,809	2,686	17,260,000	18,111	76,000	43		43
Umatilla	62,223	66,000	3,777	22,914,150	238	1,360,000	30		30
Wahkiakum	9,367	12,374	3,007	4,238,000	318	181,000	27		27
WAS	973	1,947	974	420,000	424	490,000	282		282
Wahemah/MPO	887	1,551	664	420,000	424	215,000	7,304		7,304
Wahemah				1,560,000	237	16,000	32		32

**4. Transit Planning**

Please describe the MPO's transit planning efforts and accomplishments.

MPOIC provides transit planning and grant administration in the urban area for Corvallis Transit B, Iowa City Transit B, and the University of Iowa Campus System. Both Iowa City Transit and Corvallis Transit B are municipal systems operated by Iowa City and Corvallis respectively, whereas the University of Iowa Campus is an open-to-the-public system operated by the University of Iowa Reserve University Facilities. Planning and programming activities are conducted by MPOIC for transit capital and operating grant programs of the Federal Transit Administration (FTA) and the Iowa DOT. These activities include:

- Production of planning documents necessary to implement the Federally mandated planning process.
- Individual start and long-range transit planning projects requested by member entities
- Planning and administration associated with state and federal grant applications
- Annual allocation of STBG/TAP funding to member entities

**5. Self-Certification**

Please demonstrate how the MPO complies with each case of discrimination requirements:

To our knowledge, we comply with all provisions of federal law outlined below. All grant agreements which the MPO is a party to are reviewed by the City Attorney's Office for compliance. For construction projects, all contracts and agreements with contractors are reviewed by Iowa DOT staff for compliance. We do self-certify that we're meeting the intent of the metropolitan planning process in the MPO's TIP adopted annually.

- a) **29 U.S.C. 194** and **15, 49 U.S.C. 5302** and 5304 and the part,

The vast majority of these statutes address the general need for planning and programming. MPOIC complies with these requirements through the publication of our TIP every five years and our TIP update which details how the planning process is occurring, and programming needs occurring.

- b) Title VI of the Civil Rights Act of 1964, as amended (**42 U.S.C. 2000d-1**) and **49 CFR part 21**;
  - These requirements are largely in effect to ensure that federal monetary assistance is not provided (or withheld) based on the grounds of a person's race, color, national origin. Since MPOIC only awards grants to MPO entities (and not individuals), this regulation may not apply to our organization. Regardless, we would rely on MPO grants to use their own policies regarding this matter as appropriate.
- c) **49 U.S.C. 5305** prohibiting discrimination on the basis of race, color, creed, national origin, sex, origin in employment or business opportunity;
  - See above answer a) regarding access to and services provided. As City employees through a 28E agreement, MPOIC adheres to the City of Iowa City's policy prohibiting discrimination. That policy can be found [here](#) under Title 2 'Human Rights'.
- d) Section 1181(b) of the FTA Act (**Pub. L. 114-95**) and **49 CFR part 26** regarding the involvement of disadvantaged business enterprises in DOT funded projects;
  - MPOIC does not directly oversee projects funded with DOT dollars. Rather, funds are allocated and programmed through the MPO. Thus, we rely on the grants and DOT to ensure that projects using federal dollars are meeting DBE goals.
- e) **29 U.S.C. 7901-7903**, regarding implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
  - MPOIC does not directly oversee projects funded with DOT dollars. Rather, funds are allocated and programmed through the MPO. Thus, we rely on the grants and DOT to ensure that projects using federal dollars implement an equal employment program.
- f) The provisions of the Americans with Disabilities Act of 1990 (**42 U.S.C. 12101 et seq**) and **49 CFR parts 27, 37, and 38**;
  - MPOIC does not directly oversee projects funded with DOT dollars. Rather, funds are allocated and programmed through the MPO. Thus, we rely on the grants and DOT to ensure that projects using federal dollars meet ADA requirements.
- g) In States containing nonattainment and maintenance areas, sections 174 and 176(d) and (4) of the Clean Air Act, as amended (**42 U.S.C. 7504, 7506(d) and (4)**) and **49 CFR part 93**;
  - The state of Iowa is not considered a nonattainment or maintenance area. Thus, to my knowledge, these regulations do not yet apply to MPOIC.
- h) The Older Americans Act, as amended (**42 U.S.C. 6301**), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
  - As City employees through a 28E agreement, MPOIC adheres to the City of Iowa City's policy prohibiting discrimination. That policy can be found [here](#) under Title 2 'Human Rights' and would not allow discrimination based on age.
- i) **29 U.S.C. 324**, regarding the prohibition of discrimination based on gender; and

- As City employees through a 28E agreement, MPOIC adheres to the City of Iowa City's policy prohibiting discrimination. That policy can be found [here](#) under Title 2 'Human Rights' and would not allow discrimination based on gender.
- Section 504 of the Rehabilitation Act of 1973 (**29 U.S.C. 7904**) and **49 CFR part 27** regarding discrimination against individuals with disabilities.
  - As City employees through a 28E agreement, MPOIC adheres to the City of Iowa City's policy prohibiting discrimination. That policy can be found [here](#) under Title 2 'Human Rights' and would not allow discrimination based on individual's with disabilities.

**6. TPWP, LRTP/MTP, TIP and FFP**

Please discuss accomplishments, procedures and adoption dates for each of the following Major Planning Products in accordance to the regulations provided for each planning product:

- a) **TPWP Regulatory Basis:** The Transportation Planning Work Program (TPWP) is developed each year by MPOIC in a coordinated effort involving the Regional Trails and Bicycling Committee, Transportation Technical Advisory Committee, and the Urban Area Policy Board. The TPWP includes special requested projects, ongoing and routinely occurring projects, projects required by the FTA, FTA, and Iowa DOT, and carry-over projects from the previous year. The Plan clearly states for whom the work will be completed as well as a schedule for completing the work.
  - Public participation is required during the preparation of the TPWP and a notice is sent to interested parties and is posted on the MPOIC website to solicit public comment. Ultimately, the Transportation Technical Advisory Committee makes a recommendation to the Urban Area Policy Board for approval. The final TPWP is adopted by the MPOIC Policy Board each May. The FTA TPWP is available for review [here](#).
- b) **TIP Regulatory Basis:** The MPOIC Transportation Improvement Program (TIP) is the programming document for the federally funded surface transportation improvements within the Iowa City Urbanized Area. The document includes transportation projects for all modes of surface transportation, including street and highway, transit, bicycle, and pedestrian projects and all transportation projects receiving federal funds are programmed in the TIP. The following organizations contribute to the preparation of the TIP: the Cities of Corvallis, Iowa City, North Liberty, TWA, University Heights, the University of Iowa, Johnson County, and the Iowa Department of Transportation.
  - In the spring of 2017 the MPO Policy Board approved appropriations of the regional Surface Transportation Block Grant (STBG) Program funds through FY2022. The Transportation Alternative Program funds were last appropriated in 2015 and programmed through 2021. The

MPO programs a minimum of four years of regional STBG and TAP funds following a grant application and public input process. The FTA STBG TIP is available for review [here](#).

- c) **LRTP/MTP Regulatory Basis:** MPOIC recently adopted a revised LRTP for the Iowa City Urbanized Area in May 2017. The 'Future Forward 2045 Long Range Transportation Plan' was developed with an emphasis on nine guiding principles, an increased focus on multimodal and active transportation, and the development of performance measures to better assess how the transportation network is performing now and in the future. The Plan took approximately 20 months to complete and involved a tremendous amount of public outreach. The Plan is available for review [here](#).
- d) **FFP and Public Involvement Regulatory Basis:** The Public Participation Plan outlines the process MPOIC follows to adequately involve the community and gather meaningful input regarding transportation decisions. A minimum public comment period of 45 days is established prior to any Public Participation Plan adoption or revision. Notice is sent to interested parties, posted on the MPOIC website, and posted in a local newspaper 45 days in advance of any change. The MPOIC FFP was revised and adopted September 2017 and is available for review [here](#).

Following is a chart summarizing MPOIC Public participation procedures for work products:

SUMMARY OF PUBLIC PARTICIPATION PROCEDURES	Type of Public Participation	Description	Time Period		Status
			Start Date	End Date	
Long Range Transportation Plan	Public Input	Public input on transportation planning	2017	2017	Completed
Transportation Improvement Program	Public Input	Public input on transportation programming	2017	2017	Completed
Transportation Alternative Program	Public Input	Public input on transportation alternative programming	2017	2017	Completed
Regional Trails and Bicycling Committee	Public Input	Public input on regional trails and bicycling	2017	2017	Completed
Transportation Technical Advisory Committee	Public Input	Public input on transportation technical advisory	2017	2017	Completed
Urban Area Policy Board	Public Input	Public input on urban area policy board	2017	2017	Completed

## 7. Travel Demand Modeling

Please describe the MPO's modeling efforts with accomplishments.

Below is a summary of the way in which MPO's uses the Travel Demand Model for transportation planning.

### Long Range Planning

- Network level of route and corridor analysis with a variety of scenarios such as:
  - Differing land uses
  - Roadway type/lane configuration
  - Pricing, congestion, or planned projects
  - Locally funded projects or facility construction projects
  - Used to determine project impact on roadway MPO
  - Used to prioritize projects or determine if a facility construction project
- Short to Mid-Range Planning
  - Leveraging future efforts forecasts to determine amount of road projects
  - Support requests for state with transportation planning, such as planning, growth management
  - Support mid-range projects for Sustainable Surface Transportation Block Grant (STRQ) funds or Transportation Alternatives Program (TAP) funding
- Other Uses
  - Setting of future emergency service facilities along travel time analysis
  - Transit planning (future use, route that are modeled to be upgraded with this capacity)

## 8. Review of 2014 Certification Review Findings

Please discuss efforts to address the 2014 Review Findings

1. It is recommended that Iowa City Transit work closely with staff or request planning assistance from the MPO to prepare a feasibility study for a new bus storage and maintenance facility. In addition, if Iowa City Transit applies for TIGER V funding, it is recommended that they work closely with staff or request planning assistance from the MPO in preparing the application.
  - MPO has completed the site analysis for the new transit bus storage/maintenance facility or building needs assessment based on the condition of the current transit facility. The City of Iowa City has also completed a master plan of their public works project which includes a new transit bus storage/maintenance facility. The master plan includes a needs assessment and cost estimate for a new transit facility. Plans for Phase 1 of the current project will be completed in summer, but will not include the transit facility. The transit facility will be included in a later phase and is currently budgeted in the Iowa City OP for FY 2022.
2. It is recommended to review and consider adding a transit element to the travel demand model.
  - This work was completed as part of our traffic model adopted concurrently with our Long Range Transportation Plan revision in May 2017.





***Report prepared by:***

***Federal Highway Administration  
Iowa FHWA Division  
105 6<sup>th</sup> Street  
Ames, IA 50010  
Phone: 515-233-7305  
FAX: 515-233-7499***

***Federal Transit Administration  
Region VII  
901 Locust, Suite 404  
Kansas City, MO 64106  
Phone: 816-329-3920  
FAX: 816-329-3921***

***For additional copies of this report, contact our office.***



Metropolitan Planning Organization of Johnson County

Date: May 23, 2018

To: Urbanized Area Policy Board

From: Sarah Walz, Assistant Transportation Planner <sup>SN</sup>

Re: March 8 Agenda Items: #4(A): Update on Bike to Work Week/Month

MPO communities once again participated in Bike Month and National Bike to Work Week, which was observed May 14-19. Volunteers with a variety of local non-profit organizations, bike clubs, and businesses organize events throughout the metro area with Think Bicycles of Johnson County acting as the official clearing house for grants and event announcements.

This year's events included commuter breakfasts, slow rolls, long rides, bike rodeos, a scavenger hunt, and a number of events focused on women bicyclists. A calendar of bike month events is attached. MPO staff assist with coordination and announcement of events, including community proclamations recognizing Bike to Work Week in Coralville, Iowa City, North Liberty, and University Heights.

The kick-off to Bike to Work Week is the MPO's annual Bike-Bus-Car Race in which elected officials from MPO communities participate in a friendly challenge intended to demonstrate the practicality of active transportation. Racers travel from the Coralville Public Library to the Iowa City Public Library. This year's competitors were Johnson County Supervisor Mike Carberry (car), Iowa City City Councilor Pauline Taylor (bus), and University Heights City Councilor Virginia Miller (bike). To make this year's race interesting—and to demonstrate the special options for families who choose to bicycle—Virginia Miller's daughter Jane joined the race on a tagalong bike. The 2018 race was won by the car, 11 minutes; the bicyclist finished second, 15 minutes; and bus rider third, 19 minutes.



MPO staff would like to thank the elected officials who participated in the 2018 race as well as the many businesses and organizations that hosted events during Bike to Work Week and throughout Bike Month, especially Anne Duggan and Larry Fitzpatrick with Think Bicycles.





## IOWA CITY | CORALVILLE | NORTH LIBERTY | UNIVERSITY HEIGHTS

*Forty percent* of all trips in the U.S. are less than two miles, making bicycling a feasible and fun way to get to work, do errands, or get around town. Bike Month is full of fun activities. Come join us!

### **Tuesday, May 1** **Womxn-Trans-Femme Night**

Iowa City Bike Library  
700 S. Dubuque St. | 5-7 pm  
Bicycle-repair education and shop time for women-identified and gender-nonconforming people. Celebrate Bike Month with light snacks and beverages.

### **Saturday, May 5** **Move Naturally to the Market**

Iowa City Farmers Market  
Chauncey Swan Ramp | 7:30-11:30 am  
Celebrate the first Saturday of the season by biking or walking to the market for a \$2 voucher.

Co-sponsored by Bicyclists of Iowa City, City of Iowa City, Think Bicycles of Johnson County, Johnson County Health Department, Mercy Hospital Foundation, Hills Bank, and UICCU.

### **Monday, May 7** **Johnson County Supervisor Candidates Environmental Forum**

Iowa City Public Library  
123 S. Linn St., Meeting Room A | 7-9 pm  
The Iowa City Area Group of the Sierra Club, Think Bicycles, and other local organizations, will sponsor a forum for Johnson County supervisor candidates in the June 5 primary election. There are three candidates for two seats.

### **Wednesday, May 9** **National Bike to School Day**

**RAGBRAI Night at the ICPL**  
Iowa City Public Library  
123 S. Linn St., Meeting Room A | 7-9 pm  
Take a roll down memory lane as a crew of colorful RAGBRAI veterans share memories of our fair city's part in the largest one-week bicycle ride on the planet. Think Bicycles will provide refreshments.

### **Saturday, May 12** **Move Naturally to the Market**

Iowa City Farmers Market  
Chauncey Swan Ramp | 7:30-11:30 am  
Bike or walk for a \$2 voucher to use at the market.

## Sunday, May 13

### Cyclofemme Day

#### Mother Lovers Ride

Start, Goldfinch Cyclery

208 C 12th Ave SE, Cedar Rapids | 9 am-6 pm  
Enjoy some "me time" on the Mother Lovers Ride, organized by RadTour. The 27-paved-miles-plus-options ride takes bicyclists to local farms, where they meet farmers and enjoy delicious local food. For more information: [radtourbikeride.com](http://radtourbikeride.com)

## Monday, May 14

### National Bike to Work Week

#### Car-Bus-Bike Race

11 am | *Start*, Coralville Public Library, 1401 Fifth St.

*End*, Iowa City Public Library, 123 S. Linn St.  
Everyone's a winner when elected county officials travel by car, bus, and bike along a common commuter route between the public libraries. Join the ride or greet us at the finish. The results may surprise you!

## Tuesday, May 15

### Sugar Bottom Bikes Commuter Breakfast

Sugar Bottom Bikes

325 N. Dubuque St., North Liberty | 7-10 am  
Talk bike commuting over breakfast, courtesy of Sugar Bottom Bikes. Come pick up commuting advice, clothing tips, and alternate route suggestions in North Liberty, and to/from Iowa City.

## Wednesday, May 16

### University Heights-Geoff's Bike and Ski Breakfast

University Heights Community Center

1302 Melrose Ave. | 6:30-10 am

University Heights and Geoff's Bike and Ski salute another year of cycling. Slow down or stop by for a tasty breakfast at the community center.

#### New Pi Co-op to Co-op Bike Ride

5:30pm | *Start* at College Green Park, College and Johnson Sts, Iowa City

*End*, New Pioneer Co-op, 1102 2nd St., Coralville  
The biking community's most beloved event is back for another year of two-wheeled fun for the whole family. Cyclists ride together from College Green Park to New Pi Coralville for food, drinks, prizes and fun!

## Thursday, May 17

### County Commuter Breakfast

Johnson County Administration Building

913 S. Dubuque St. | 7-9 am

Celebrate our community of joyful cyclists, courtesy of Johnson County. Rain location is the ramp at the Health Human Services Building, 855 S. Dubuque Street.

**Rain date for New Pioneer Co-op to Co-op Ride** (see May 16).

## Friday, May 18

### National Bike to Work Day

#### World (of Bikes) Famous Commuter Breakfast

World of Bikes

723 S. Gilbert St. | 7:30-9 am

Bike commuters are invited to roll on into World of Bikes for breakfast, served by stellar and cheerful staff.

#### Slow Roll University Heights

University Heights Community Center

1302 Melrose Ave. | 6-8 pm

Round out the workweek with a no-drop Slow Roll starting and ending in University Heights. Riders of all skill levels ride together to get to know the community.

## Saturday, May 19

### Move Naturally to the Market

Iowa City Farmers Market

Chauncey Swan Ramp | 7:30-11:30 am

Bike or walk for a \$2 voucher to use at the market.

#### South District Tour

Johnson County Admin Building

913 S. Dubuque St. | 10am-noon

Get to know Iowa City's natural playground! We'll ride together and stop along the way at Terry Trueblood Recreation Center, Sycamore Greenway, Alexander School area, Grant Wood School, and Whispering Prairie Wetlands Park.

## Sunday, May 20

### Scavenger Hunt with The Broken Spoke

*Start*, The Broken Spoke, 757 S. Gilbert St.

Noon-5pm

Put your skills to the test at this family-friendly hunt along routes in Iowa City, Coralville, and North Liberty. The final clue leads riders to an undisclosed location for treats and prizes. Bring non-perishable food and personal hygiene items to donate to Johnson County Crisis Center.

## Monday, May 21

### Lunch and Learn at MERGE

136 S. Dubuque St., Iowa City | Noon-1 pm

Audrey Wiedemeier of RadTour shares her tips to successful bike commuting, a guide to local rides, and basic bike maintenance in this first-ever Bike Month Lunch and Learn at MERGE.

## Tuesday, May 22

### Womxn-Trans-Femme Night

Iowa City Bike Library

700 S. Dubuque St. | 5-7 pm

Bicycle-repair education and shop time for women-identified and gender-nonconforming people. Celebrate Bike Month with light snacks and beverages.

## Saturday, May 26

### Move Naturally to the Market


Iowa City Farmers Market

Chauncey Swan Ramp | 7:30-11:30 am

Bike or walk for a \$2 voucher to use at the market.

For times, locations, and more information, visit [thinkbicycles.org](http://thinkbicycles.org) or **Bike Month 2018 in Johnson County** on Facebook.

For more information contact us at [thinkbicycles@gmail.com](mailto:thinkbicycles@gmail.com) or [bikemonth2018@gmail.com](mailto:bikemonth2018@gmail.com)

 @thinkbicycles or @Bike Month in Johnson County, Iowa

 @thinkbicycles

 thinkbicycles

