

# IOWA TRANSPORTATION COMMISSION

## Meeting Agenda / Commission Orders

January 12, 2016  
Materials Conference Room  
Ames DOT Complex

ITEM NUMBER	TITLE	SUBMITTED BY	PAGE
D-2016-41	*Approve Minutes of the December 8, 2015 Commission Meeting	Jennifer Anderson	1
2:00 p.m.	Commission Comments		
	DOT Comments		
PPM-2016-42	*Administrative Rules Chapter 101: Farm-to-Market Review Board	Stu Anderson	2
PPM-2016-43	* Iowa's Clean Air Attainment Program Funding Recommendations	Deb Arp	4
PPM-2016-44	* Statewide Transportation Alternatives Program Funding Recommendations	Craig Markley	5
PPM-2016-45	* Federal Recreational Trails Program Funding Recommendations	Craig Markley	6
PPM-2016-46	*Revitalize Iowa's Sound Economy (RISE) Policies	Craig Markley	7
2:15 p.m.	Adjourn		

\*Action Item

\*\*Power Points

On Tuesday, January 12, the Commission and staff will meet informally at 12:00 p.m. in the Materials conference room at the DOT complex in Ames. Transportation-related matters will be discussed but no action will be taken.



The January 12, 2016 Iowa Transportation Commission meeting was called to order at 2:02 p.m.

Commission Comments

Note: Commissioners Yanney and Huber participated by telephone. Commissioner Reasner was absent.

No Commissioners presented topics for discussion

DOT Comments

No DOT employees presented topics for discussion

**DEPARTMENT OF TRANSPORTATION  
COMMISSION ORDER**

Division/Bureau/Office Planning, Programming and Modal Division Order No. PPM-2016-42  
 Submitted by Stuart Anderson Phone No. 515-239-1661 Meeting Date January 12, 2016  
 Title Administrative Rules – 761 IAC 101, Farm-to-Market Review Board

**DISCUSSION/BACKGROUND:**

The department is proposing to make changes to 761 IAC 101 as part of the required five-year review of Iowa DOT’s rule chapters. Iowa Code 306.6 established the Farm-to-Market Review Board to review and approve system modification proposals.

The proposed amendments:

- Remove and revise outdated, unnecessary language.
- Update the years associated with the board member rotation cycle.
- Correct where meeting agendas are posted.

The Farm-to-Market Review Board approved these proposed rule amendments during its meeting on July 7, 2015.

The public comment period ended on December 15, 2015, and no comments or requests for oral presentations were received.

**PROPOSAL/ACTION RECOMMENDATION:**

It is recommended the Commission approve the attached rule amendments.

<b>COMMISSION ACTION:</b>		Aye	Vote Nay	Pass
Moved by <u>Loree Miles</u>	Seconded by <u>Charese Yanney</u>	<u>x</u>	_____	_____
		<u>x</u>	_____	_____
		<u>x</u>	_____	_____
		<u>x</u>	_____	_____
		absent	_____	_____
		<u>x</u>	_____	_____
		<u>x</u>	_____	_____

  

_____ Division Director	_____ Legal	_____ State Director
-------------------------------	----------------	-------------------------

ITEM 1. Amend subrule 101.3(1) as follows:

**101.3(1)** The farm-to-market review board shall be composed of 12 county engineers selected by the Iowa County Engineers Association. Two members shall be selected from each district to serve staggered terms. After the first complete term rotation as shown below, the members shall serve six-year terms. Rotations shall be staggered so that no more than one-sixth of the membership is rotated off the board in any one year. The rotation of board members shall further provide that two members from one district will not be rotated off the board in the same year, and that their rotations will be varied by three years. ~~Initial board~~ Board rotation shall be as follows and shall be extended in future years in the same pattern:

Year		Rotation
<del>2000</del> <u>2015</u>	District 1 Representative A	District 4 Representative A
<del>2001</del> <u>2016</u>	District 2 Representative A	District 5 Representative A
<del>2002</del> <u>2017</u>	District 3 Representative A	District 6 Representative A
<del>2003</del> <u>2018</u>	District 1 Representative B	District 4 Representative B
<del>2004</del> <u>2019</u>	District 2 Representative B	District 5 Representative B
<del>2005</del> <u>2020</u>	District 3 Representative B	District 6 Representative B

ITEM 2. Amend subrule 101.4(2) as follows:

**101.4(2)** The farm-to-market review board is required to follow the provisions of Iowa Code chapter 21 regarding open meetings. The chair shall post a meeting agenda on the ~~“Service Bureau Bulletin Board”~~ Iowa County Engineers Association Service Bureau web site and send copies of the agenda to all counties.

ITEM 3. Amend subrule 101.4(3) as follows:

**101.4(3)** Minutes of each meeting shall be kept; the chair shall be responsible for the minutes. Meetings may be ~~tape~~ recorded to facilitate the preparation of meeting minutes, but any ~~tapes~~ recordings made shall not be retained after the minutes have been completed.

PPM-2016-42

Stuart Anderson, Planning, Programming and Modal Division, presented the Administrative rules revisions to 761 IAC 101 as part of the required 5 year review. The Farm and Market Review Board has completed a review of the rules that govern the board. Anderson noted the board identified several amendments including removing and revising outdated unnecessary language, updating the years associated with the board member rotation cycle, and correcting where the meeting agendas are posted. The Farm-to-Market Review Board approved the proposed rule amendments during its meeting on July 7, 2015. The proposed amendments were reviewed by all 99 counties and posted for public comment to which none were received. Anderson recommended the Commission approve the rule amendments as attached on the commission order. Commissioner Boswell would like to have a discussion at a later time about how the county chairs get appointment.

Commissioner Miles motioned to approve the Administrative Rules – 761 IAC 101, Farm-to-Market Review Board; Commissioner Yanney seconded the motion. The motion carried unanimously.

**DEPARTMENT OF TRANSPORTATION  
COMMISSION ORDER**

Division/Bureau/Office Planning, Programming and Modal Division  
Office of Systems Planning Order No. PPM-2016-43  
 Submitted by Deb Arp Phone No. 515-239-1681 Meeting Date January 12, 2016  
 Title Iowa's Clean Air Attainment Program Funding Recommendations

**DISCUSSION/BACKGROUND:**

Review of the current round of applications for funding from Iowa's Clean Air Attainment Program has been completed. The following funding recommendations will be presented.

#2 Green, #6 Brown, #3 Blue Service Expansion (Ames Transit Agency)	\$ 162,578
#9 Plum Weekday Route Expansion and Bus Expansion (Ames Transit Agency)	\$ 585,542
Adaptive Traffic Signal Control System – East Area Traffic Network (West Des Moines)	\$ 400,000
Ames Traffic Network Master Plan (Ames)	\$ 80,000
Bridgeport Transit Study (Sioux City)	\$ 20,000
Downtown Traffic Signal Retiming (Waterloo)	\$ 160,000
Express Routes #92, #93, #98 Service Improvements (Des Moines Regional Transit Authority)	\$ 182,859
Northwest Arterial and JFK Road Intersection Improvements (Dubuque)	\$ 198,202
Northwest Arterial and Pennsylvania Avenue Intersection Improvements (Dubuque)	\$ 332,000
RideConnect Vanpool (East Central Iowa Council of Governments)	\$ 142,240
SE Oralabor Road & SE Delaware Avenue Roadway and Traffic Signal Improvements (Ankeny and Iowa DOT District 1)	\$1,590,000
Traffic Signal System Timings Update – Phase 1 (Des Moines)	\$ 140,000
<b>Total</b>	<b>\$3,993,421</b>

**PROPOSAL/ACTION RECOMMENDATION:**

It is recommended the Commission approve Iowa's Clean Air Attainment Program funding recommendations as listed.

<b>COMMISSION ACTION:</b>			Vote	
			Aye	Nay
			X	_____
			X	_____
			X	_____
Moved by <u>Loree Miles</u>	Seconded by <u>David Rose</u>	Boswell	X	_____
		Huber	X	_____
		Miles	X	_____
		Putney	X	_____
		Reasner	<b>absent</b>	_____
		Rose	X	_____
		Yanney	X	_____
_____ Division Director	_____ Legal	_____ State Director		

PPM-2016-43

Deb Arp, Planning, Programming and Modal Division, presented an order for Iowa's Clean Air Attainment Program Funding Recommendations. This was a result of the Federal Congestion Mitigation and Air Quality Improvement Program. This is an application based program that awards funds to projects with the highest potential for reducing transportation related congestion and air pollution. The project priorities include reducing vehicle miles travelled and single occupant vehicle travel. Priorities also include improving vehicle traffic flow or other projects that improve air quality or reduce traffic congestion. Projects are also evaluated based on their cost effectiveness. Twenty applications were received in this round, requesting over \$8.4 million in funding. Last month a recommendation was shared to fund twelve projects with \$3,993,421. Arp recommended the Commission approve Iowa's Clean Air Attainment Program Funding Recommendations as listed on the Commission Order.

Commissioner Miles motioned to approve the Iowa's Clean Air Attainment Program Funding Recommendations; Commissioner Rose seconded the motion. The motion carried unanimously.

**DEPARTMENT OF TRANSPORTATION  
COMMISSION ORDER**

Division/Bureau/Office Planning, Programming and Modal Division  
Office of Systems Planning Order No. PPM-2016-44  
 Submitted by Craig Markley Phone No. 515-239-1027 Meeting Date January 12, 2016  
 Title Statewide Transportation Alternatives Program Funding Recommendations

**DISCUSSION/BACKGROUND:**

Review of the current round of applications for funding from the statewide Transportation Alternatives program has been completed. The following funding recommendations will be presented.

Enhancing I-WALK: Iowa Visualization, Index and Evaluation of Walkability (I-VIEW) (Iowa State University)	\$ 64,617
Iowa Safe Routes to School Partnership (Iowa Northland Regional Council of Governments and Iowa Bicycle Coalition)	\$ 180,971
Iowa's Living Roadways Projects and Trails Visioning Programs (Trees Forever)	\$ 249,562
UNI Integrated Roadside Vegetation Management (University of Northern Iowa and UNI Integrated Roadside Vegetation Management)	\$ 424,850
Urban Youth Corps (Iowa DOT)	\$ 80,000
 Total	 \$1,000,000

**PROPOSAL/ACTION RECOMMENDATION:**

It is recommended the Commission approve the statewide Transportation Alternatives program funding recommendations as listed.

<b>COMMISSION ACTION:</b>			Vote	
			Aye	Nay
			Pass	
Moved by <u>John Putney</u>	Seconded by <u>David Rose</u>	Boswell	<u>x</u>	_____
		Huber	<u>x</u>	_____
		Miles	<u>x</u>	_____
		Putney	<u>x</u>	_____
		Reasner	<u>absent</u>	_____
		Rose	<u>x</u>	_____
		Yanney	<u>x</u>	_____
_____ Division Director	_____ Legal	_____ State Director		

PPM-2016-44

Craig Markley, Planning, Programming and Modal Division, presented an order for the Transportation Alternative Program authorized by the Federal Transportation Funding Act moving ahead for progress in the 21<sup>st</sup> century. This replaced the former Transportation Enhancement and several other discretionary programs. This funding supports community based projects to enhance the transportation experience by supporting bicycles, pedestrians, cultural, historical, aesthetic and environmental projects related to the service transportation infrastructure. Markley requested a Commission decision to reserve \$1,000,000 for a statewide project with the remainder of the funding distributed to Iowa's nine metropolitan organizations and 18 regional planning associations for their selection of projects. In this round nine applications were received requesting over \$2,000,000 of funding. Last month a recommendation was made to fund five projects with \$1,000,000. Markley recommended the Commission approve the statewide Transportation Alternatives program funding the recommendations as listed on the Commission order.

Commissioner Putney made a motion to approve the Statewide Transportation Alternatives Program Funding Recommendations; Commissioner Rose seconded the motion which carried unanimously.

**DEPARTMENT OF TRANSPORTATION  
COMMISSION ORDER**

Division/Bureau/Office Planning, Programming and Modal Division  
Office of Systems Planning Order No. PPM-2016-45  
 Submitted by Craig Markley Phone No. 515-239-1027 Meeting Date January 12, 2016  
 Title Federal Recreational Trails Program Funding Recommendations

**DISCUSSION/BACKGROUND:**

Review of the current round of applications for funding from the federal Recreational Trails Program has been completed. The following funding recommendations will be presented.

Gypsum City OHV Park-Trail Maintenance Equipment (Iowa Department of Natural Resources and Webster County Improvement Corp.)	\$ 56,036
Hoover Trail - "The Missing Link" Priority Segment 2 (Johnson County Conservation Board)	\$ 450,000
Raccoon River Valley Trail to High Trestle Trail Connector, City of Bouton to Quinlan Avenue (Dallas County Conservation Board)	\$ 170,944
Snowmobile Trail Grooming Equipment Purchase (Iowa Department of Natural Resources and Iowa State Snowmobile Association)	\$ 240,000
Support for Program and Bicycle/Trails Summits (Iowa Department of Transportation)	\$ 24,000
Wapsi-Great Western Line Recreational Trail-Acme to Riceville Section (Howard County Conservation Board)	\$ 366,760
<b>Total</b>	<b>\$1,307,740</b>

**PROPOSAL/ACTION RECOMMENDATION:**

It is recommended the Commission approve the federal Recreational Trails Program funding recommendations as listed.

<b>COMMISSION ACTION:</b>			Vote	
			Aye	Nay
			Pass	
Moved by <u>David Rose</u>	Seconded by <u>Loree Miles</u>	Boswell	<u>x</u>	_____
		Huber	<u>x</u>	_____
		Miles	<u>x</u>	_____
		Putney	<u>x</u>	_____
		Reasner	<u>absent</u>	_____
		Rose	<u>x</u>	_____
		Yanney	<u>x</u>	_____
_____ Division Director	_____ Legal	_____ State Director		

PPM-2016-45

Craig Markley, Planning, Programming and Modal Division, presented an order for Federal Recreational Trails Program Funding Recommendations was created under IST legislation in 1991. It provides plans to develop and maintain recreational trails and trail facilities for non-motorized and motorized users. This includes hiking, bicycling, water trails, cross country skiing, snowmobiling, all-terrain vehicles and many others. 16 applications were received requesting over \$4,000,000 in funds. Last month a recommendation was shared to fund six projects totaling \$1,307,740. Markley recommended the Commission approve the Federal Recreational Trails Program funding recommendations as listed on the Commission order.

Commissioner Rose made a motion to approve the Federal Recreational Trails Program funding Recommendations; Commissioner Miles seconded the motion which carried unanimously.

DEPARTMENT OF TRANSPORTATION  
COMMISSION ORDER

Division/Bureau/Office Planning, Programming and Modal Division  
Office of Systems Planning Order No. PPM-2016-46  
Submitted by Craig Markley Phone No. 515-239-1027 Meeting Date January 12, 2016  
Title Revitalize Iowa's Sound Economy (RISE) Policies

**DISCUSSION/BACKGROUND:**

Policies used to evaluate and administer RISE projects have been reviewed by department staff. The attached document describes those policies. Changes to the RISE policies will take effect on RISE projects approved by the Commission in February 2016 or later.

**PROPOSAL/ACTION RECOMMENDATION:**

It is recommended the Commission approve the attached RISE policies.

**COMMISSION ACTION:**

Moved by Loree Miles Seconded by David Rose

\_\_\_\_\_  
Division Director                      Legal                      State Director

	Aye	Vote Nay	Pass
Boswell	<u>x</u>	_____	_____
Huber	<u>x</u>	_____	_____
Miles	<u>x</u>	_____	_____
Putney	<u>x</u>	_____	_____
Reasner	<u>absent</u>	_____	_____
Rose	<u>x</u>	_____	_____
Yanney	<u>x</u>	_____	_____

**Revitalize Iowa's Sound Economy (RISE) Policies**  
**Effective January 12, 2016, Iowa Transportation Commission Business Meeting**

Annual laborshed wage rate

- A company's ability to meet 100 percent of the annual laborshed rate for their area will be used to assist in determining RISE participation.

Project Completion Settlement Process

- First 50 percent of RISE funding not subject to settlement calculation.
- Settlement prorated against RISE funding beyond first 50 percent.
- In evaluating job contingency requirements, consideration will be given to jobs created from a different company that locates at the site of the original RISE-supported development. These jobs are subject to the same monitoring period as the original RISE development and will be evaluated based on wage rate, benefits and other RISE eligibility requirements.
- If at least 90 percent of the job creation and/or retention contingency is met at the wage rate established at the time of project approval, the project is considered substantially complete.
- Settlement installment payments calculated based on the prime interest rate minus 3 percent.

Monitoring process

- In monitoring job contingency requirements, initial payroll is required to establish baseline data.
- Three years after the roadway is open to traffic, the job creation and/or retention along with the wage rate contingencies must be met. Review and calculate average number of jobs created and/or retained using payrolls from the beginning and end of any six-month period from the time funding is awarded to three years after the RISE infrastructure improvement is complete.
- Submittal of documentation in cases of job turnover for establishing compliance with agreement contingency is allowable.

RISE cost per job increase

- \$12,000 per job maximum.

Local development funding

- Funding used for speculative RISE-eligible (nonretail) development.
- RISE participation held to 50 percent of eligible project costs.

Iowa's Certified Sites Program (IEDA) RISE Local Development applications

- Maximum RISE participation awarded is variable depending on the acreage of the Certified Site:
  - 50-499 acres; up to 60 percent RISE participation
  - 500-999 acres; up to 65 percent RISE participation
  - 1,000 acres or more; up to 70 percent RISE participation
- A funding commitment may be considered by the Commission following receipt and review of an application for RISE funding. Final details of RISE project scope and maximum RISE award dollar amount will be finalized and brought for consideration by the Commission as a modification to the RISE award once determined through further discussion between the applicant and Iowa DOT staff.
- Projects awarded RISE Local Development assistance may be modified in the event that a business location decision is imminent. Following submission of the necessary information, the roadway project may be converted at the Commission's discretion to a more typical RISE Immediate Opportunity project qualifying for up to 80 percent RISE participation.
- A RISE Local Development funding commitment for a Certified Site under these policies will expire according to the same schedule as the certification of the site expires through the IEDA Certified Sites program.

#### Double access issue

- Interpretation has been to not fund RISE projects that create more than one access unless necessary to support additional entrances to a business or the project is the last link in the street/highway network. RISE funding will not be provided for more than one access unless necessary to support RISE-eligible development or where necessary to support an IEDA designated Certified Site.

#### Loan interest rate

- RISE loan installment payments calculated using an interest rate between zero percent and the 10-year U.S. Treasury bond rate based on the quality of the RISE project.

#### Addition of RISE funding to a previously awarded project

- Allow the addition of RISE funding by Iowa Transportation Commission approval if the road construction has not started yet or the RISE-supported company construction has not been completed.

#### Roads/streets previously improved with RISE funding

- Additional funding for previously RISE-funded projects not allowed. However, new projects for capacity improvements necessary to support immediate job creation decision will be considered.

#### Commission and Delegation Input

- Commission will be provided RISE application background material the Tuesday before the workshop and business meetings. If a Commissioner has a question or would like additional information prior to the workshop, they will send the request to the Office of Systems Planning by 5:00 pm on the Thursday before the workshop and business meetings. The Office of Systems Planning will provide a response to all of the Commissioners by 5:00 pm the following day.
- While no delegation input is required at the workshop or the business meeting, delegations will be informed that they are welcome to attend either or both meetings (as is all of the public). In addition, the delegations will be informed that their presence at the workshop may be beneficial if the Commission has any questions about the project.

PPM-2016-46

Craig Markley, Planning, Programming and Modal Division, presented Revitalize Iowa's Sound Economy (RISE) Policies. Based on discussion of the December 8, 2015 Commission Workshop where the policies used to evaluate and administer RISE projects were reviewed, Markley recommended the Commission approve the RISE policies listed on the Commission order.

Commissioner Miles made a motion to approve the RISE policies listed on the Commission order; Commissioner Rose seconded the motion which carried unanimously.

Boswell announced the February meeting will be a 2 day event starting on Monday, February 8<sup>th</sup> at 2:30 p.m. with a workshop session. That session will resume Tuesday, February 9<sup>th</sup> at 8:30 a.m.

The Iowa Transportation Commission meeting was adjourned at 2:10 p.m.