

**CHARITON VALLEY TRANSPORTATION PLANNING AFFILIATION
POLICY BOARD COMMITTEE**

**MINUTES
June 21, 2011**

The meeting for Policy Board was called to order at 1:32 PM at the Manhattan Restaurant, Centerville, Iowa.

Present were:

Policy – Linda Rouse, Don Reasoner, Larry Davis, Vern Vogel, Denny Ryan, Amy Sinclair, Ron Bride, Marsha Mitchell, Richard Clark, Glenn Schaff

Others – Nichole Moore- CVPD, Julie Pribyl – CVPD, Scott M. Suhr, IDOT

Guest: None

Rouse left meeting at 2:12 p.m.

Agenda Items:

Review of previous minutes for May 17, 2011.

Reasoner made motion to approve minutes as presented. Mitchell seconded. All in favor.

PLANNING PROJECTS:

Moore talked about the planning projects and the required guidelines that were used.

TPWP: Resolution adopting the approved TPWP was presented. Clark made motion to approve Resolution, Vogel seconded. All in favor.

TIP: Moore reviewed the Draft 2012-2015 TIP that was submitted to IDOT for review. Davis made motion to approve TIP with those additions/corrections that are provided by IDOT. Bride seconded. All in favor.

Resolution adopting the approved TIP with those additions/corrections from IDOT was made by Davis, seconded by Bride. Motion passed.

Roll call: Rouse – no Sinclair- yes Bride – yes Clark – yes Davis – yes
 Reasoner – yes Schaff – yes Mitchell – yes Vogel- yes Ryan – yes

LRTP: Moore briefly explained that CVPD would like to set up a LRTP committee of the engineers to work on the LRTP. As work is completed with committee, those sections will be submitted to IDOT for review and to the full TAC and Policy Board for review. CVPD will set those meetings up and what work areas to complete.

New Business/Other Discussion:

It was presented to the board that local match commitment from the region is needed to complete the required funding for the Transportation Planning Work Program. This commitment would consist of a 20% contribution from the region. Members of the TAC committee met with Moore at CVPD earlier to review the guidelines and what the history was for this. Moore explained that the match was met by CVPD for previous years and that it was not CVPD responsibility to provide this match. She explained that this is to be coming from the region and paid to CVPD for those planning services that they provide. The program works at an 80/20 split with IDOT. CVPD provides the budget and required amount in the program and then is reimbursed back from IDOT for the 80%. The remaining 20% needs to be requested from the region. Members on the TAC board talked about the responsibilities of each entity and how this needed to be handled. It presented that it should be divided equally in the region. This would consist of 7 counties, 2 transit agencies, and the City of Centerville. The amount for the current TPWP was set in the amount of \$ 17,630 for region. This would be divided equally by 10, or \$ 1,763 per entity.

Davis made motion to approve the current FY12 funding match money as presented. Clark seconded. All in favor.

Moore went on to explain that CVPD would like to request the past match amount for planning activities starting from 2007 to 2011. She explained that it was once again not CVPD's responsibilities to pay this amount for the region for the planning agreement. It was not known why this has not been requested for previous years. She explained that CVPD has only received that money from IDOT which was the 80% and nothing else. The remaining amount still needs to be paid by region for those planning services that CVPD provided. Moore will refigure the amount for just the elements in planning and send out the information.

Reasoner made motion to approve the past amount be paid to CVPD for those services that the region received and had not paid for. This amount should be divided equally in the region. Vogel seconded. Sinclair - nay. Motion passed.

The current By-Laws were reviewed and amended to show the wording entered under Article III, Section 1 – Additionally, there will be 1 representative from the City of Centerville, and a representative from the 10-15 Transit Agency and Southern Iowa Trolley.

Also, added Article IV. Budget and Apportionment of Costs.

Section 1. The RPA budge shall be based on the annual work program for the fiscal year beginning July 1 and ending June 30. Costs for the RPA shall be shared equally by each member jurisdiction in accordance to federal guidelines.

Section 2. The RPA shall by January 31 of each year determine a preliminary work program and budget for the RPA's next fiscal year, together with member assessments, and submit this information to all member jurisdictions. The final work program and budget shall be approved no later than June 1 by the RPA. Member dues assessments determined and requests for funds submitted to member jurisdictions within thirty (30) days following RPA approval of the work program budget. Member's dues shall be paid with sixty (60) days of notification unless otherwise determined by the RPA.

Bride approved the amended By-Laws as presented with the additions, Davis seconded. All in favor.

It was also asked to be put on the agenda about combining the TAC and Policy Board meetings again. Moore said that she will include this on the agenda.

Next meeting was set for August 16, 2011, at 1:30 p.m. Location was requested to be at the Manhattan Restaurant.

Motion to adjourn by Vogel, seconded by Schaff. All in favor. Meeting closed at 2:25 p.m.