

Commission Minutes
February 9, 2016

IOWA TRANSPORTATION COMMISSION

Meeting Agenda / Commission Orders

February 9, 2016
Materials Conference Room
Ames DOT Complex

ITEM NUMBER	TITLE	SUBMITTED BY	PAGE
D-2016-47	*Approve Minutes of the January 12, 2016 Commission Meeting	Jennifer Anderson	3
11:00 a.m.	Commission Comments DOT Comments		
D-2016-48	*Approve Commission Meeting Dates from June 2016 through May 2017	Jennifer Anderson	5
MV-2016-49	*Administrative Rule: 761 IAC Chapter 615, Investigation of Convictions Based on Fraud	Paul Steier	9
H-2016-50	*Administrative Rules: Chapter 160 - County and City Bridge Construction Funds Chapter 161 - Federal-Aid Highway Bridge Replacement and Rehabilitation Program Chapter 170 - Allocation of Farm-to-Market Road Funds Chapter 172 - Availability of Instructional Memorandums to County Engineers Chapter 173 - Preparation of Secondary Road Construction Programs, Budgets, and County Engineers' Annual Reports Chapter 174 - Reimbursable Services and Supplies Chapter 178 - Project Cost Reporting Requirements for Cities and Counties	Mitch Dillavou	11
PPM-2016-51	*Linking Iowa's Freight Transportation System (LIFTS) Program Funding Recommendations	Tammy Nicholson	21
PPM-2016-52	*Federal Fiscal Year (FFY) 2017 Federal Aviation Administration Funding Reapplications	Shane Wright	23
PPM-2016-53	*Revitalize Iowa's Sound Economy (RISE) Application - Boone/Boone County Immediate Opportunity	Craig Markley	27
11:20 a.m.	Adjourn		

*Action Item
**Power Points

On Monday, February 8, the Commission and staff will meet informally at 2:30 p.m. and Tuesday, February 9 at 8:30 a.m. in the Materials conference room at the DOT complex in Ames. Transportation-related matters will be discussed but no action will be taken.

DEPARTMENT OF TRANSPORTATION
COMMISSION ORDER

Division/Bureau/Office Director's Office Order No. D-2016-47
Submitted by Jennifer Anderson Phone No. 515-239-1242 Meeting Date February 9, 2016
Title Approve Minutes of the January 12, 2016 Commission Meeting

DISCUSSION/BACKGROUND:

PROPOSAL/ACTION RECOMMENDATION:

It is recommended the Commission approve the minutes of the January 12, 2016 Commission meeting.

COMMISSION ACTION:

Moved by _____ Seconded by _____

Division Director Legal State Director

	Aye	Vote Nay	Pass
Boswell	_____	_____	_____
Huber	_____	_____	_____
Miles	_____	_____	_____
Putney	_____	_____	_____
Reasner	_____	_____	_____
Rose	_____	_____	_____
Yanney	_____	_____	_____

The February 9, 2016 Iowa Transportation Commission meeting was called to order at 11:01 a.m.

Commission Comments

Note: Commissioners Boswell and Yanney participated by telephone.

Commissioner Putney commented on fatalities on Highway 30 and stated he believes there have been 10 fatalities in nine months from Keystone to Chelsea. He requested at the next meeting that staff provide a crash update at junction of 330 and 65 since the warning system has been installed.

Commissioner Boswell requested an update on the timeline of the 330 intersection improvements.

DOT Comments

No DOT employees presented topics for discussion

DEPARTMENT OF TRANSPORTATION
COMMISSION ORDER

Division/Bureau/Office Director's Office Order No. D-2016-48
Submitted by Jennifer Anderson Phone No. 515-239-1242 Meeting Date February 9, 2016
Title Approve Commission Meeting Dates from June 2016 through May 2017

DISCUSSION/BACKGROUND:

The Commission is requested to approve the following proposed June 2016 through May 2017 meeting dates.

June 13/14 2016*	October 10/11*	February 14
July 12	November 8	March 14
August 8/9*	December 13	April 10/11*
September 13	January 10, 2017	May 9

*Tour/public meeting

PROPOSAL/ACTION RECOMMENDATION:

It is recommended the Commission approve the proposed June 2016 through May 2017 meeting dates.

COMMISSION ACTION:

Moved by _____ Seconded by _____

Division Director Legal State Director

	Aye	Vote Nay	Pass
Boswell	_____	_____	_____
Huber	_____	_____	_____
Miles	_____	_____	_____
Putney	_____	_____	_____
Reasner	_____	_____	_____
Rose	_____	_____	_____
Yanney	_____	_____	_____

D-2016-48

Commissioner Miles moved to approve the proposed June 2016 through May 2017 meeting dates; Commissioner Boswell seconded the motion. The motion carried unanimously.

2016 - 2017 Commission Meeting Calendar

2016

June						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		
31						

July						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

August						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

September						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

October						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

November						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

2017

December						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

2017

January						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

March						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

April						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

May						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Proposed Meeting Dates 2016-2017

June 13-14, 2016	July 12, 2016	August 8-9, 2016
September 13, 2016	October 10-11, 2016	November 8, 2016
December 13, 2016	January 10, 2017	February 14, 2017
March 14, 2017	April 10-11, 2017	May 9, 2017

The proposed meeting dates for fiscal year 2017 fall on the second Tuesday of every month.

2016**Commission Tour/Meeting Mon, Jun 13 to Tue, Jun 14 Waterloo Cedar Falls****Commission Workshop Tue, Jul 12 10:00 AM – 12:00 PM****Commission Meetings 1:30 PM – 2:00 PM****Commission Tour/ Meeting Mon, Aug 08 to Tue, Aug 09 Sioux City****Commission Workshop Tue, Sep 13 10:00 AM – 12:00 PM****Commission Meetings 1:30 PM – 2:00 PM****Commission Tour/Meeting Mon, Oct 10 to Tue, Oct 11 Dubuque****Commission Workshop Tue, Nov 08 10:00 AM – 12:00 PM****Commission Meetings 1:30 PM – 2:00 PM****Commission Workshop Tue, Dec 13 10:00 AM – 12:00 PM****Commission Meetings 1:30 PM – 2:00 PM****2017****Commission Workshop Tue, Jan 10 10:00 AM – 12:00 PM****Commission Meetings 1:30 PM – 2:00 PM****Commission Workshop Tue, Feb 14 10:00 AM – 12:00 PM****Commission Meetings 1:30 PM – 2:00 PM****Commission Workshop Tue, Mar 14 10:00 AM – 12:00 PM****Commission Meetings 1:30 PM – 2:00 PM****Commission Tour/ Meeting Mon, Apr 10 to Tue, Apr 11 TBD****Commission Workshop Tue, May 09 10:00 AM – 12:00 PM****Commission Meetings 1:30 PM – 2:00 PM**

DEPARTMENT OF TRANSPORTATION
COMMISSION ORDER

Division/Bureau/Office MVD-Office of Motor Vehicle Enforcement Order No. MV-2016-49
Submitted by Paul Steier Phone No. 515-237-3260 Meeting Date February 9, 2016
Title Administrative Rule: 761 IAC Chapter 615, Investigation of Convictions Based on Fraud

DISCUSSION/BACKGROUND:

The proposed rule amendment conforms to Iowa Code Section 321.200A, which requires the department to adopt rules in relation to the discovery of a conviction entered onto a driving record due to fraudulent use of a person’s name or identity (identity theft). A new subsection is proposed under the existing rule Chapter 615 – Sanctions. The proposed rule provides instructions related to filing an identity theft complaint with the department’s Bureau of Investigation and Identity Protection as it relates to driving convictions attributed to an incorrect identity.

The proposed rule affirms the current procedures of the bureau and provides procedural instructions that anyone who is a victim of identity theft may follow if their driving record indicates convictions for an offense not committed by them. Also, the proposed rule establishes that the department may review an application for investigation to determine if an investigation is warranted based on the facts of the complaint.

PROPOSAL/ACTION RECOMMENDATION:

It is recommended the Commission approve the attached rule amendment.

COMMISSION ACTION:

Moved by _____ Seconded by _____

Division Director Legal State Director

	Aye	Vote Nay	Pass
Boswell	_____	_____	_____
Huber	_____	_____	_____
Miles	_____	_____	_____
Putney	_____	_____	_____
Reasner	_____	_____	_____
Rose	_____	_____	_____
Yanney	_____	_____	_____

Adopt the following **new** rule 761—615.41(321):

761—615.41(321) Investigation of convictions based on fraud. A person requesting investigation of fraudulent use of a person's name or other fraudulent identification that resulted in a record of conviction for a scheduled violation under Iowa Code chapter 321 and listed in Iowa Code section 805.8A may submit a written application to the department using Form 420049, Identity Theft Complaint. The department shall review the application and may investigate, if appropriate, as required by Iowa Code section 321.200A. Form 420049 may be obtained by contacting the bureau of investigation and identity protection by mail at Bureau of Investigation and Identity Protection, Iowa Department of Transportation, P.O. Box 9204, Des Moines, Iowa 50306-9204; in person at 6310 SE Convenience Blvd., Ankeny, Iowa; or on the department's Web site.

This rule is intended to implement Iowa Code section 321.200A.

MV-2016-49

Stuart Anderson, Planning, Programming and Modal Division, presented an order for changes to Administrative Rule – 761 IAC Chapter 615, Investigation of convictions based on fraud. The proposed rule affirms the current procedures of the bureau and provides procedural instructions that anyone who is a victim of identity theft may follow if their driving record indicates convictions for an offense not committed by them. Also, the proposed rule establishes that the department may review an application for investigation to determine if an investigation is warranted based on the facts of the complaint. Anderson recommended the Commission approve the rule amendment as attached to the Commission order.

Commissioner Reasner moved to approve the rule amendment; Commissioner Yanney seconded the motion. The motion carried unanimously.

ITEM 1. Renumber rules **761—160.1(312)** and **761—160.2(312)** as **761—160.3(312)** and **761—160.4(312)**.

ITEM 2. Adopt the following **new** rule 761—160.1(312):

761—160.1(312) Purpose. The purpose of these rules is to establish requirements for the counties' and cities' bridge construction funds, in accordance with Iowa Code section 312.2.

ITEM 3. Adopt the following **new** rule 761—160.2(312):

761—160.2(312) Contact information. Questions regarding this chapter may be directed to the Office of Local Systems, Iowa Department of Transportation, 800 Lincoln Way, Ames, Iowa 50010.

ITEM 4. Amend renumbered rule 761—160.4(312) as follows:

761—160.4(312) Administration of funds. The department shall allocate the funds to counties and cities for bridge construction and reconstruction projects based on needs. The funds shall be administered by the department's office of local systems.

160.4(1) No change.

160.4(2) The city bridge construction fund shall be allocated for projects on city streets as determined by the department after consultation with city officials through their representative organizations. ~~City streets do not include primary road extensions.~~

160.4(3) To be considered for funding, a proposed project must be on the appropriate eligibility list maintained by the department.

a. No change.

b. A local jurisdiction may propose a project by submitting a project application to the following address: ~~Office of Local Systems, Iowa Department of Transportation, 800 Lincoln Way, Ames, Iowa 50010~~ office of local systems.

c. Unless otherwise agreed to by the city and county, a proposed project for a bridge located on the line dividing incorporated and unincorporated areas shall be placed on the eligibility list that corresponds to the jurisdiction submitting the application.

160.4(4) Prior to allocation, the department shall rank the proposed projects within each eligibility list by a priority system based on needs, as developed under subrules ~~160.2(1)~~ 160.4(1) and ~~160.2(2)~~ 160.4(2). The priority system will include various items such as, but not limited to, structural condition, traffic, and detour length. For each list, the department shall allocate funds, within the limits of funding availability, to those projects ranked as having the greatest needs.

ITEM 5. Amend **761—Chapter 161**, title, as follows:

**FEDERAL-AID HIGHWAY BRIDGE REPLACEMENT
AND REHABILITATION PROGRAM**

ITEM 6. Renumber rules **761—161.1(307)** and **761—161.2(307)** as **761—161.3(307)**

and **761—161.4(307)**.

ITEM 7. Adopt the following **new** rule 761—161.1(307):

761—161.1(307) Purpose. The purpose of these rules is to establish requirements for the counties' and cities' federal-aid highway bridge program, in accordance with Iowa Code section 307.44.

ITEM 8. Adopt the following **new** rule 761—161.2(307):

761—161.2(307) Contact information. Questions regarding this chapter may be directed to the Office of Local Systems, Iowa Department of Transportation, 800 Lincoln Way, Ames, Iowa 50010.

ITEM 9. Amend renumbered rule 761—161.3(307) as follows:

761—161.3(307) Source of funds. The Surface Transportation Program established in Section 444 133 of Title 23 of the United States Code provides for the use of federal funds to replace or rehabilitate public road bridges that are unsafe because of structural deficiencies, physical deterioration, or functional obsolescence. At least 15 percent, but not more than 35 percent, of the funds apportioned to the state shall be expended to replace or rehabilitate bridges on public roads which are not a part of a federal aid system. The department, in consultation with county and city officials through their representative organizations, has dedicated a portion of these funds for replacement and rehabilitation of city and county bridges.

ITEM 10. Amend renumbered rule 761—161.4(307) as follows:

761—161.4(307) Administration of funds. The Highway Bridge Program funds apportioned to the state shall be made available for obligation throughout the state on a fair and equitable basis. The department shall administer the program by dividing each fiscal year Highway Bridge Program apportionment into ~~three~~ two separate funds: ~~one for the state;~~ one for the counties; and one for the incorporated cities. The amount allocated to each of the ~~three~~ two funds shall be determined by the department after consultation with county and city officials through their representative organizations. This consultation shall precede any change in allocation.

~~—161.4(1) The state share shall be administered and obligated by the department.~~

161.4(2) 161.4(1) The counties' share shall be administered by the department's office of local systems and shall be divided among the counties as determined by the department after consultation with county officials through their representative organizations.

161.4(3) 161.4(2) The cities' share shall be administered by the department's office of local systems and shall be divided among the cities as determined by the department after consultation with city officials through their representative organizations.

~~—161.4(4) To be eligible, the bridge must have a completed structural inventory and appraisal (SI & A) report on file with the department in accordance with National Bridge Inspection Standards, be structurally deficient or functionally obsolete, and have a sufficiency rating that complies with federal requirements.~~

ITEM 11. Renumber rule ~~761—170.1(310)~~ as ~~761—170.3(310)~~.

ITEM 12. Adopt the following new rule 761—170.1(310):

761—170.1(310) Purpose. The purpose of these rules is to establish requirements for the counties' allocation of farm-to-market funds, in accordance with Iowa Code section 310.27.

ITEM 13. Adopt the following new rule 761—170.2(310):

761—170.2(310) Contact information. Questions regarding this chapter may be directed to the Office of Local Systems, Iowa Department of Transportation, 800 Lincoln Way, Ames, Iowa 50010.

ITEM 14. Amend renumbered rule 761—170.3(310) as follows:

761—170.3(310) Temporary allocation. Temporary, advance allocation of farm-to-market road funds to counties is permitted under this rule up to an amount equal to the current fiscal year's anticipated receipts plus the four succeeding fiscal years' anticipated receipts to the requesting county's farm-to-market road fund.

170.3(1) Requesting an advance allocation. A county wishing to receive a temporary, advance allocation shall include its request as part of ~~the secondary road budget and program documents~~ its final plan submittal to the department.

170.3(2) Limitations on advancements. In making the determination to advance allocations to any requesting county, and in determining the priority that each county shall have in the request for funds, the department shall consider the following factors:

a. to c. No change.

d. The county must have met the local effort requirements of funds raised under Iowa Code subsection ~~312.2(8)~~ 312.2(5).

e. to h. No change.

~~—170.3(3) Contact information. Questions regarding this rule may be directed to the Office of Local Systems, Iowa Department of Transportation, 800 Lincoln Way, Ames, Iowa 50010.~~

~~This rule is intended to implement Iowa Code section 310.27.~~

ITEM 15. Adopt the following new implementation sentence in **761—Chapter 170**:
These rules are intended to implement Iowa Code section 310.27.

ITEM 16. Amend **761—Chapter 172**, title, as follows:
AVAILABILITY OF INSTRUCTIONAL MEMORANDUMS
TO COUNTY ENGINEERS LOCAL PUBLIC AGENCIES

ITEM 17. Renumber rule **761—172.1(307A)** as **761—172.3(307A)**.

ITEM 18. Adopt the following **new** rule 761—172.1(307):

761—172.1(307) Purpose. The purpose of these rules is to establish requirements for instructional memorandums, in accordance with Iowa Code section 307.24 as amended by 2015 Iowa Acts, House File 635, section 10.

ITEM 19. Adopt the following **new** rule 761—172.2(307):

761—172.2(307) Contact information. Questions regarding this chapter may be directed to the Office of Local Systems, Iowa Department of Transportation, 800 Lincoln Way, Ames, Iowa 50010.

ITEM 20. Amend renumbered rule 761—172.3(307A) as follows:

761—172.3(307A 307) Instructional memorandums to county engineers local public agencies. ~~The department shall produce a manual of instructional memorandums to county engineers regarding secondary and farm to market roads. The manual shall communicate instructions, requirements and guidance information to the counties. The department shall produce instructional memorandums that communicate instructions, requirements, and guidance information on a variety of transportation- related topics to local public agencies. The instructional memorandums and updates shall be available electronically, at no cost, to all local public agencies on the department's Web site, www.iowadot.gov.~~

~~— **172.3(1)** The manual of instructional memorandums and updates shall be available to all county engineers free of charge from the Office of Local Systems, Iowa Department of Transportation, 800 Lincoln Way, Ames, Iowa 50010.~~

~~— **172.3(2)** Reserved.~~

~~This rule is intended to implement Iowa Code section 307A.2.~~

ITEM 21. Adopt the following **new** implementation sentence in **761—Chapter 172**:

These rules are intended to implement Iowa Code section 17A.3 and section 307.24 as amended by 2015 Iowa Acts, House File 635, section 10.

ITEM 22. Amend **761—Chapter 173**, title, as follows:

PREPARATION OF SECONDARY ROAD CONSTRUCTION PROGRAMS,
BUDGETS, AND COUNTY ENGINEERS' ANNUAL REPORTS

ITEM 23. Renumber rules **761—173.1(309)** to **761—173.3(309)** as **761—173.3(309)** to **761—173.5(309)**.

ITEM 24. Rescind rule **761—173.4(309)**.

ITEM 25. Adopt the following **new** rule 761—173.1(309):

761—173.1(309) Purpose. The purpose of these rules is to establish requirements for preparation of secondary road construction programs, budgets, and county annual reports, in accordance with Iowa Code sections 309.22 and 309.93.

ITEM 26. Adopt the following **new** rule 761—173.2(309):

761—173.2(309) Contact information. Questions regarding this chapter may be directed to the Office of Local Systems, Iowa Department of Transportation, 800 Lincoln Way, Ames, Iowa 50010.

ITEM 27. Amend renumbered rule 761—173.3(309) as follows:

761—173.3(309) ~~County~~ Secondary road construction program. Each year the department shall distribute to the counties a set of detailed instructions for the preparation of the ~~county secondary road~~ construction program required by Iowa Code section 309.22. The instructions shall constitute the form, content and method of preparation acceptable to the department.

~~This rule is intended to implement Iowa Code section 309.22.~~

ITEM 28. Amend renumbered rule 761—173.4(309) as follows:

761—173.4(309) County secondary road budget. Each year the department shall distribute to the counties a set of detailed instructions for the preparation of the county secondary road budget required by Iowa Code section 309.93. The instructions shall constitute the form, content and method of preparation acceptable to the department.

~~This rule is intended to implement Iowa Code section 309.93.~~

ITEM 29. Amend renumbered rule 761—173.5(309) as follows:

761—173.5(309) County engineer's annual report. Each year the department shall distribute to the counties a set of detailed instructions for the preparation of the county engineer's county annual report required by Iowa Code section 309.22. The instructions shall constitute the standard requirements which must be followed and the forms to be completed.

~~This rule is intended to implement Iowa Code section 309.22.~~

ITEM 30. Adopt the following **new** implementation sentence in **761—Chapter 173**:
These rules are intended to implement Iowa Code sections 309.22 and 309.93.

ITEM 31. Renumber rules **761—174.1(307)** and **761—174.2(307)** as **761—174.2(307)** and **761—174.3(307)**.

ITEM 32. Adopt the following **new** rule 761—174.1(307):

761—174.1(307) Purpose. The purpose of these rules is to list highway-related services and supplies that counties and cities may typically request from the department, in accordance with Iowa Code sections 17A.3 and 307.12.

ITEM 33. Amend renumbered rule 761—174.3(307) as follows:

761—174.3(307) Reimbursable services and supplies.

~~174.3(1) The purpose of this rule is to list highway related services and supplies that counties and cities may typically request from the department. The list is not exhaustive. The department may require reimbursement for the services and supplies furnished. If an item to be reimbursed is for a farm-to-market project, the cost of the item will be charged to the county's farm-to-market road fund. The following list is not exhaustive:~~

~~a. Structural analysis: A~~ The department will provide standards, a detailed field or office study inspection of an existing or proposed structure to determine condition or load-carrying capacity and advise on capacity calculations.

~~b. Hydraulic analysis: An in-depth field or office review of hydraulic functioning and adequacy of a proposed or existing drainage complex. The department will review structures in a detailed flood insurance study area, when a culvert will replace a bridge, and when a proposed structure is smaller than the existing structure.~~

~~c. Shop inspection: Inspection~~ The department will assist with arranging inspection of steel fabrication at the assembly point to determine compliance with plans, specifications and approved shop drawings.

~~d. Physical testing: Inspection, laboratory or field testing, and documentation of results to a county or city on any material samples for any purpose obtained by the department, county, city or consultant. The department will provide specialized materials inspection, sampling, and testing when a project has federal funding or when requested for a project that has state assistance and involves work on a primary road. When requested for farm-to-market projects, limited specialized materials inspection, sampling, and testing will be provided.~~

~~e. Inspection supplies and equipment repairs: All inspection equipment furnished by the laboratory will be on loan to a county or city and shall be returned upon completion of the project or the season. All inspection supplies furnished from warehouse stock shall be paid for by the receiving county or city and shall not be returned for credit. The cost of all equipment repairs performed for a county or city shall be charged to that county or city.~~

~~f. Manuals and publications: The department will provide each county with a single copy of each publication required to be used by the county (e.g., standard specifications).~~

~~Any additional copies requested by a county will require reimbursement from the county. All other publications requested by a county or city will be at the county's or city's expense manuals and publications on its Web site, www.iowadot.gov.~~

~~g. Office supplies.~~

~~h. Printing services: Preparation and printing of plans, offset prints, photo processes, and other printing performed for a county or city.~~

~~i. h. Schools Training: Extended instruction The department will provide training on various road subjects, ~~attended by~~ for county ~~or~~ and city personnel ~~on an application basis.~~~~

~~j. Pile bearing tests: Test loading of piles to determine pile load bearing capacity.~~

~~k. i. Tabulation of bids: ~~All lettings; by subscription.~~ The department will publish the tabulation of bids for projects let through the department on its Web site, www.iowadot.gov.~~

~~l. Lease of department equipment to a county or city. See paragraph "e" of this subrule for inspection equipment.~~

~~m. j. Special traffic counts requested by a county or city.~~

174.3(2) Reserved.

ITEM 34. Amend **761—Chapter 174**, implementation sentence, as follows:

These rules are intended to implement Iowa Code ~~chapter 307 and section~~ sections 17A.3 and 307.12.

ITEM 35. Amend rule 761—178.1(314) as follows:

761—178.1(314) Purpose. The purpose of these rules is to establish requirements for the reporting by cities and counties of project cost information to the department, in accordance with ~~2001 Iowa Acts, chapter 32, sections 4 and 5~~ Iowa Code section 314.1A.

ITEM 36. Amend rule **761—178.3(314)**, definition of "City," as follows:

"City" means a municipal corporation as defined in Iowa Code section 312.8 or 362.2.

ITEM 37. Amend subrule 178.4(1), introductory paragraph, as follows:

178.4(1) Each year the department shall ~~distribute~~ provide to cities and counties a set of detailed instructions for reporting the following information:

ITEM 38. Amend rule 761—178.5(314) as follows:

761—178.5(314) Project reporting. Reporting under ~~2001 Iowa Acts, chapter 32, sections 4 and 5,~~ Iowa Code section 314.1A of projects accomplished by day labor or contract is required for any construction, reconstruction or improvement project that has a total cost of 90 percent or more of the applicable bid threshold (~~see 2001 Iowa Acts, chapter 32, sections 7 and 9, for an explanation of bid thresholds~~). Other reporting requirements set out in the Iowa Code still apply.

178.5(1) Types of projects. Project type shall be identified. The project types are:

a. Bridge. The definition of “bridge” in Iowa Code section ~~309.75~~ 309.1 applies. This project type includes removal of existing structures and all new construction, reconstruction and improvement of bridges.

b. Culvert. The definition of “culvert” in Iowa Code section ~~309.75~~ 309.1 applies. This project type includes new construction or installation of an individual box or pipe culvert with a span or diameter that is greater than four feet but no greater than 20 feet.

c. to e. No change.

f. Traffic control. This project type includes, but is not limited to, installation of major signs, traffic signals, railroad crossing signals, guardrail, ~~highway~~ roadway lighting, construction signing, and pavement markings on newly paved roads and streets.

g. No change.

178.5(2) and **178.5(3)** No change.

ITEM 39. Amend **761—Chapter 178**, implementation sentence, as follows:

These rules are intended to implement Iowa Code sections 309.22, 309.93, 312.14, ~~and 314.1, and 2001 Iowa Acts, chapter 32, sections 4, 5, 7, 8, 9, and 12~~ 314.1A.

H-2016-50

Mitch Dillavou, Highway Division, presented an order to update administrative rules for seven chapters related to Local Systems. The updates are the result of changes required from MAP-21 and department efficiencies and procedures. The rules changes were discussed at the Commission workshop on Monday. Dillavou recommended the Commission approve the attached rule amendments.

Commissioner Reasner moved to approve the rule amendments; Commissioner Miles seconded the motion. The motion carried unanimously.

**DEPARTMENT OF TRANSPORTATION
COMMISSION ORDER**

Planning, Programming and Modal Division

Division/Bureau/Office Office of Rail Transportation Order No. PPM-2016-51

Submitted by Tammy Nicholson Phone No. 515-239-1052 Meeting Date February 9, 2016

Title Linking Iowa's Freight Transportation System (LIFTS) Program Recommendation

DISCUSSION/BACKGROUND:

Review of the LIFTS program applications for funding has been completed. The following recommendations will be presented.

Project	Grant
Port of Muscatine	\$80,000
Standard Distribution Co.	\$584,000
Hall Towing Inc.	\$479,000
Iowa Traction Railway Propane Terminal	\$544,000
Council Bluffs Transload Facility	\$500,000
Eastern Iowa Logistics Park	\$500,000
Total recommended funding	\$2,687,000

PROPOSAL/ACTION RECOMMENDATION:

It is recommended the Commission approve the LIFTS program funding recommendations as listed.

COMMISSION ACTION:

Moved by _____ Seconded by _____

	Vote		
	Aye	Nay	Pass
Boswell	_____	_____	_____
Huber	_____	_____	_____
Miles	_____	_____	_____
Putney	_____	_____	_____
Reasner	_____	_____	_____
Rose	_____	_____	_____
Yanney	_____	_____	_____

Division Director Legal State Director

PPM-2016-51

Tammy Nicholson, Office of Rail Transportation, presented an order for the Linking Iowa's Freight Transportation System (LIFTS) program. The LIFTS Program provides flexible funding to address freight transportation needs wherever they are and encourage partnerships to leverage federal, local and private funding. The program is available for all modes (rail, water, truck and air) and is targeted for projects that improve the connections and links between modes. The LIFTS program enhances economic development by providing funding to address freight transportation needs in Iowa and assist projects that contribute to an effective and efficient multimodal freight transportation system.

In 2016, the Iowa DOT has a one-time funding source of \$2.69 M for the new program. The funding is being used for the initial round of project solicitation and will demonstrate the demand and value of the LIFTS program to support future investments.

A recommendation was presented at last month's Commission workshop for the LIFTS funding. The recommendation is for funding for six projects, totaling \$2.69 M. The proposed developments will assist in planning for a port facility on the Mississippi River and provide more efficient transportation of products using rail, water and truck at multiple locations in Iowa.

Nicholson recommended approval of the LIFTS program funding recommendations as listed on the Commission Order.

Commissioner Rose discussed reviewing this extensively, hopes other companies can use Railroad Revolving Loan and Grant (RRLG) Program.

Commissioner Huber noted this recommendation has been reviewed two different months and heard from one unsuccessful applicant.

Commissioner Reasner has reviewed the procedure and it appeared to the commission the scoring process was followed and not arbitrary. There are independent checks, and it is a solid process.

Commissioner Putney moved to approve the LIFTS program funding recommendations; Commissioner Yanney seconded the motion. The motion carried unanimously.

DEPARTMENT OF TRANSPORTATION
COMMISSION ORDER

Division/Bureau/Office Planning, Programming and Modal Division
Office of Aviation Order No. PPM-2016-52
Submitted by Shane Wright Phone No. 515-239-1048 Meeting Date February 9, 2016
Title Federal Fiscal Year (FFY) 2017 Federal Aviation Administration Funding Preapplications

DISCUSSION/BACKGROUND:

The Office of Aviation requests the Iowa Transportation Commission approve the submittal of FFY 2017 FAA funding preapplications prepared by Iowa airports that are eligible for federal funding. The list of preapplications is attached.

Preapplications will be submitted to FAA for review and action.

PROPOSAL/ACTION RECOMMENDATION:

It is recommended the Commission approve the submittal of the FAA funding preapplications as presented.

COMMISSION ACTION:

Moved by _____ Seconded by _____

Division Director Legal State Director

	Aye	Vote Nay	Pass
Boswell	_____	_____	_____
Miles	_____	_____	_____
Reasner	_____	_____	_____
Putney	_____	_____	_____
Rose	_____	_____	_____
Huber	_____	_____	_____
Yanney	_____	_____	_____

FFY 17 Federal Airport Improvement Program Preapplications

Safety projects			
Airport	Project description	Total amount	90 percent federal level
Ankeny	Construct wildlife fence	\$ 1,300,000	\$ 1,170,000
Iowa City	Runway 12/30 approach surface obstruction mitigation	\$ 800,000	\$ 720,000
Winterset	Remove obstructions and relocate 195th Street/North Eighth Avenue	\$ 232,100	\$ 208,890
Winterset	Remove obstructions and grade runway 32 safety area	\$ 155,500	\$ 139,950
	Total safety projects	\$2,487,600	\$2,238,840

Planning projects			
Airport	Project description	Total amount	90 percent federal level
Ames	Master plan	\$ 166,000	\$ 149,400
Bloomfield	Environmental review	\$ 55,000	\$ 49,500
Creston	Engineering report: runway pavement rehabilitation and pavement altern	\$ 30,000	\$ 27,000
Fort Madison	Update airport layout plan	\$ 125,000	\$ 112,500
Guthrie Center	Update airport master plan and airport layout plan	\$ 130,000	\$ 117,000
Harlan	Environmental processing/study	\$ 55,800	\$ 50,220
Manchester	Environmental processing/study	\$ 89,000	\$ 80,100
Pocahontas	Environmental processing/study	\$ 67,300	\$ 60,570
Rockwell City	Environmental assessment	\$ 80,000	\$ 72,000
Vinton	Environmental assessment: taxiway/wetland	\$ 100,000	\$ 90,000
Iowa DOT	Conduct pavement condition inspections	\$ 85,000	\$ 76,500
	Total planning projects	\$983,100	\$884,790

Maintenance and development projects			
Airport	Project description	Total amount	90 percent federal level
Belle Plaine	Runway rehabilitation	\$ 145,000	\$ 130,500
Boone	Rehabilitate taxiway to T-hangar area	\$ 286,000	\$ 257,400
Burlington	Rehabilitate runway 18/36: preliminary and design - Phase 1	\$ 445,000	\$ 400,500
Carroll	Entrance drive reconstruction	\$ 394,000	\$ 354,600
Centerville	Runway rurnaround extensions and safety area grading	\$ 712,000	\$ 640,800
Charles City	Apron reconstruction - Phase 2	\$ 560,000	\$ 504,000
Cherokee	Vehicle parking lot and access road improvements	\$ 301,600	\$ 271,440
Clarinda	Apron pavement improvement	\$ 161,200	\$ 145,080
Clinton	Construct portion of parallel taxiway for runway 14-32	\$ 397,000	\$ 357,300
Council Bluffs	Fuel facility	\$ 675,000	\$ 607,500
Creston	Runway turnaround improvements - design	\$ 45,000	\$ 40,500
Davenport	Runway 15/33 reconstruction	\$ 6,778,200	\$ 6,100,380
Denison	Grading crosswind runway 18/36 - Phase 1, Stage 2	\$ 659,995	\$ 593,996
Forest City	Runway 15-33 pavement preservation	\$ 257,000	\$ 231,300
Fort Dodge	Reconstruct air carrier apron: design	\$ 135,000	\$ 121,500
Grinnell	Reconstruct runway 13-31 with lighting	\$ 4,000,000	\$ 3,600,000
Iowa Falls	Parallel taxiway to runway 13 end (Phase 3 - grading and drainage)	\$ 275,000	\$ 247,500
Knoxville	Rehabilitate runway 15/33 pavement and lighting system	\$ 3,225,500	\$ 2,902,950
Maquoketa	Extend runway 15 - design	\$ 140,000	\$ 126,000
Mason City	Rehabilitate GA apron - Phase 2	\$ 566,000	\$ 509,400
Monticello	Construct hangar and associated taxiway	\$ 529,364	\$ 476,428
Mount Pleasant	Construct taxilane extension	\$ 310,000	\$ 279,000

PPM-2016-52

Shane Wright, Office of Aviation, presented the list of Federal Fiscal Year 2017 Federal Aviation Administration pre-applications prepared by eligible Iowa airports. This list included 60 requests at 58 airports requesting a total of approximately 40.1 million in federal funding. With the Commission's approval, this list of pre-applications will be submitted to the FAA for further review and action. Wright recommended the Commission approve the submittal of the FAA funding pre-applications as presented.

Commissioner Boswell moved to approve the submittal of the FAA funding pre-applications as presented; Commissioner Putney 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-2016-53
 Submitted by Craig Markley Phone No. 515-239-1027 Meeting Date February 9, 2016
 Title Revitalize Iowa's Sound Economy (RISE) Application – Boone/Boone County (Delegation)

DISCUSSION/BACKGROUND:

The city of Boone and Boone County submitted a RISE Immediate Opportunity application requesting a grant to assist in the paving of approximately 1,500 feet of Quartz Avenue located on the northeast side of Boone. This project is anticipated to be completed by November 2017.

This improvement is necessary to provide improved access to the proposed site of KemX Global, a renewable chemical refiner of crude glycerin and producer of non-genetically modified organism cooking oil. This company conforms to the legislative requirements of the RISE program.

The improvement will support:

- The creation of 41 new full-time jobs.
- \$28,010,700 in associated capital investment.

The RISE cost per job assisted will be \$11,092.73 and there will be a total capital investment of \$61.59 for each RISE dollar requested.

PROPOSAL/ACTION RECOMMENDATION:

It is recommended the Commission, based on the capital investment and job creation commitments, award a RISE grant of \$127,345 from the city share of the RISE Fund and \$327,457 from the county share of the RISE Fund for a total of \$454,802 or up to 80 percent of the total RISE-eligible project cost, whichever is less.

COMMISSION ACTION:			Aye	Vote Nay	Pass
Moved by _____	Seconded by _____	Boswell	_____	_____	_____
		Huber	_____	_____	_____
		Miles	_____	_____	_____
		Putney	_____	_____	_____
		Reasner	_____	_____	_____
		Rose	_____	_____	_____
		Yanney	_____	_____	_____
_____ Division Director	_____ Legal	_____ State Director			

Date Submitted: January 15, 2016

Commission Date: February 9, 2016

RISE Immediate Opportunity Funding Economic Analysis Summary

GENERAL INFORMATION

Applicant: City of Boone/Boone County

Project Location and Description: The city of Boone and Boone County submitted a RISE Immediate Opportunity application requesting a grant to assist in the paving of approximately 1,500 feet of Quartz Avenue located on the northeast side of Boone.

Associated Economic Development: The project provides improved access to the proposed site of KemX Global, a renewable chemical refiner of crude glycerin and producer of non genetically modified organism cooking oil. The project will result in the creation of 41 new full-time jobs and \$28,010,700 in associated capital investment.

ECONOMIC IMPACT

Total Roadway Project Cost: \$568,502

RISE Funds Requested: \$454,802; Grant; \$454,802; Loan \$----

Effective Project Cost to RISE Program: \$454,802

Local Participation: \$113,700; Sources: City of Boone/Boone County

Non-RISE Total Capital Investment: \$28,010,700

(Public: \$218,700; Private: \$27,792,000)

Direct Jobs Created: 41; (Other, Potential Future Jobs: 0)

Direct Jobs Retained: 0; Total Direct Jobs Assisted, Short-Term: 0

Number of Existing Jobs: 0

Project Average Wage Rate of New Jobs: \$26.08/hr.

100% Average Laborshed Wage Rate: \$17.98/hr.

KEY RATIOS

Local Match Ratio: 20% (\$113,700/\$568,502)

RISE Cost Per Job Assisted (Created): $\$454,802/41 = \$11,092.73$

Total Capital Investment Per RISE Dollar: $\$28,010,700/\$454,802 = \$61.59$

CONCLUSIONS

Narrative: It is recommended the Commission, based on the capital investment and job creation commitments; award a RISE grant of \$127,345 from the city share of the RISE fund and \$327,457 from the county share of the RISE Fund for a total of 454,802 or up to 80 percent of the total RISE-eligible project cost, whichever is less.

PPM-2016-53

Craig Markley, Planning, Programming and Modal Division, said the city of Boone and Boone County submitted an Immediate Opportunity RISE funding request to assist in the paving of approximately 1,500 feet of Quartz Avenue located on the northeast side of Boone. The proposed improvement will result in the creation of 41 new full-time jobs within three years along with \$28,101,700 in associated capital investment. The average wage of the created positions is \$26.08 per hour which is 145 percent of the average laborshed wage rate.

The RISE grant recommended is \$454,802. Local participation is 20 percent or \$113,700 for a total cost of \$568,502. RISE cost per job assisted is \$11,092.73. Total capital investment per RISE dollar is \$61.59.

Markley recommended the Commission, based on the capital investment and job creation commitments, award a RISE grant of \$127,345 from the city share of the RISE Fund and \$327,457 from the county share of the RISE Fund for a total of \$454,802 or up to 80 percent of the total RISE-eligible project cost, whichever is less.

Commissioner Reasner made a motion to approve as recommended; Commissioner Rose seconded the motion. The motion carried unanimously.

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