

**Secretarial Notes**  
**Regional Planning Affiliation (RPA)**  
**Technical Advisory and Policy Board Joint Meeting**

**Date:** Thursday, March 23, 2017  
**Time:** 9:00 a.m.  
**Place:** ECIA, 7600 commerce Park, Dubuque, Iowa 52002

**Technical Advisory Board Members Present:**

<input checked="" type="checkbox"/> Todd Kinney, Chair <i>Engineer, Clinton County</i> <i>(proxy Tom Determann)</i>	<input checked="" type="checkbox"/> Anthony Bardgett <i>Engineer, Dubuque County</i> <i>(proxy Daryl Klein)</i>	<input checked="" type="checkbox"/> Anthony Bardgett <i>Delaware County Engineer</i> <i>(proxy Jeff Madlom)</i>
<input checked="" type="checkbox"/> Clark Schloz <i>Engineer, Jackson County</i> <i>(proxy Jack Willey)</i>	<input checked="" type="checkbox"/> Tim Vick <i>City of Manchester</i> <i>(proxy Milt Kramer)</i>	<input type="checkbox"/> Brian Wagner <i>City of Maquoketa</i> <i>(proxy Frandsen)</i>
<input checked="" type="checkbox"/> Steve Lindner <i>City of DeWitt</i>	<input type="checkbox"/> Jason Craft <i>City of Clinton</i> <i>(proxy Jacob Coupee)</i>	<input checked="" type="checkbox"/> Lori McKinley <i>Regional Transit Authority</i> <i>(RTA)</i>
<input type="checkbox"/> Dennis Hart <i>Clinton MTA</i>	<input type="checkbox"/> Randy Zobrist <i>Riverbend Transit</i>	<input checked="" type="checkbox"/> Kelley Deutmeyer <i>ECIA Executive Director</i>

**Policy Board Members Present:**

<input checked="" type="checkbox"/> Daryl Klein <i>Dubuque County</i> <i>(proxy Anthony Bardgett)</i>	<input checked="" type="checkbox"/> Jack Willey <i>Jackson County</i> <i>(proxy Clark Schloz)</i>	<input checked="" type="checkbox"/> Jeff Madlom** <i>Delaware County</i> <i>(proxy Anthony Bardgett)</i>
<input checked="" type="checkbox"/> Tom Determann** <i>Clinton County</i> <i>(proxy Todd Kinney)</i>	<input checked="" type="checkbox"/> Milt Kramer** <i>City of Manchester</i> <i>(proxy Tim Vick)</i>	<input checked="" type="checkbox"/> Don Thiltgen <i>City of DeWitt</i> <i>(proxy Steve Lindner)</i>
<input type="checkbox"/> Don Schwenker <i>City of Maquoketa</i> <i>(proxy Brian Wagner)</i> <i>(proxy Frandsen)</i>	<input type="checkbox"/> Mark Vulich <i>City of Clinton</i> <i>(proxy Jason Craft)</i>	<input checked="" type="checkbox"/> Paul Konrardy <i>Small Cities, Jackson County</i>
<input checked="" type="checkbox"/> Mick Michel <i>Small Cities, Dubuque County</i>	<input type="checkbox"/> Linda Gaul <i>Small Cities, Delaware County</i> <i>(proxy Donna Boss)</i>	<input checked="" type="checkbox"/> Andrew Kida <i>Small Cities, Clinton County</i>
<input checked="" type="checkbox"/> Sam Shea* <i>IA DOT</i>	<input checked="" type="checkbox"/> Shirley Helmrichs <i>Transit Representative (RTA)</i>	<input checked="" type="checkbox"/> Kelley Deutmeyer <i>ECIA Executive Director</i>

**Others Present:** Tony Zelinkas, WHKS; Edith Pfeffer, Mississippi River Parkway Commission

**Staff Present:**

<input checked="" type="checkbox"/> Chandra Ravada <i>Transportation Director</i>	<input checked="" type="checkbox"/> Sarah Berning <i>Project Services Manager</i>	<input checked="" type="checkbox"/> Dan Fox <i>ECIA Planner</i>
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A quorum was present. \*Non-Voting Advisory Member \*\*Voting Member by Proxy \*\*\* Voting by phone

## **Call to Order**

The RPA Technical Advisory Board meeting was called to order by RPA Technical Advisory Board Chair, Todd Kinney at 9:00 a.m.

The RPA Policy Board meeting was called to order by RPA Policy Board Chair, Don Thiltgen at 9:00 a.m. Introductions were made at this time.

## **Review/Approve the Revised Agenda for the Thursday, March 23, 2017 Technical Advisory Board and Policy Board joint meeting**

Motion by Bardgett, second by Schloz from the RPA Technical Advisory Board to approve the revised agenda for the Thursday, March 23, 2017 RPA meeting. The motion passed unanimously.

Motion by Klein, second by Helmricks from the RPA Policy Board to approve the revised agenda for the Thursday, March 23, 2017 RPA meeting. The motion passed unanimously.

## **Review/Approve the minutes and receive and file the secretarial notes from Thursday February 23, 2017 RPA Technical Advisory Board and Policy Board joint meeting**

Motion by Schloz, second by Bardgett from the RPA Technical Advisory Board to approve the minutes and receive and file the secretarial notes from the Thursday February 23, 2017 joint RPA Technical Advisory Board and Policy Board meeting. The motion passed unanimously.

Motion by Konrardy, second by Michel from the RPA Policy Board to approve the minutes and receive and file the secretarial notes from the Thursday February 23, 2017 joint RPA Technical Advisory Board and Policy Board meeting. The motion passed unanimously.

## **Review/Approve Draft Fiscal Year 2018 RPA 8 Transportation Planning Work Program (TPWP)**

Motion by Klein, second by Michel to open the public hearing. The motion passed unanimously. The public hearing was opened at 9:05 a.m.

Ravada referred to the Draft FY 2018 RPA8 TPWP handout stating this draft is based on last year's budget. Ravada noted the feedback from the members was to conduct more safety audits and trail improvements within the regions. Ravada stated with the feedback staff will be focusing on bike and pedestrian trails this coming year. Ravada stated the board has one month to review the Draft Fiscal Year 2018 RPA 8 TPWP and give feedback to staff.

Motion by Bardgett, second by Schloz to recommend to the RPA Policy Board approval of the Draft Fiscal Year 2018 RPA 8 Transportation Planning Work Program (TPWP). The motion passed unanimously.

Motion by Michel, second by Vick to approve the Draft Fiscal Year 2018 RPA 8 Transportation Planning Work Program (TPWP). The motion passed unanimously.

### **Review/Approve RPA LRTP 2040 Draft Chapter 7 Freight**

Ravada referred to the handout on Draft Chapter 7, Freight. Ravada stated this chapter focuses on the current and predicted freight movement patterns as well as existing air, barge, and rail facilities in the region. This chapter also focuses on inbound domestic freight and outbound domestic freight within our region. Ravada stated the Board has 30 days to review and provide comments.

Motion by Bardgett, second by Schloz to recommend to the RPA Policy Board approval of the RPA LRTP 2040 Draft Chapter 7 Freight. The motion passed unanimously.

Motion by Michel, second by Vick to approve the RPA LRTP 2040 Draft Chapter 7 Freight. Motion passed unanimously.

### **Review/Approve RPA LRTP 2040 Draft Chapter 8 Environmental**

Fox noted within Chapter 8, Environmental, it states how transportation projects have a potential to create impact on the natural environment, therefore this chapter reflects how RPA8 is going to help prevent those impacts when possible. Fox explained there are three “classes of action” to account for project impacts within the National Environmental Policy Act (NEPA) process, which are; environmental impact statement (EIS), environmental assessment (EA), and categorical exclusions (CE). Fox stated a preliminary environmental impact screening is done to identify potentially serious impacts that could delay or completely shut down a project. Fox noted this environmental impact screening is done in the early planning stages to provide local governments with the opportunity to avoid or mitigate undesirable environmental impacts. Fox stated the Board has 30 days to review and provide comments.

Motion by Bardgett, second by Schloz to recommend to the RPA Policy Board approval of the RPA LRTP 2040 Draft Chapter 8 Environmental. The motion passed unanimously.

Motion by Michel, second by Vick to approve the RPA LRTP 2040 Draft Chapter 8 Environmental. The motion passed unanimously.

### **Review/Approve RPA LRTP 2040 Draft Chapter 9 Public Input**

Fox explained Chapter 9, Public Input is an outline of the public input process used in the development of the LRTP. Fox explains ways to participate in the public input; public meetings, call, write, review documents, email, visit website, and follow on social media. Fox also noted RPA8 staff will also be attending meetings within the region to gather information from the public.

Ravada explained through the public input process staff received the following suggestions from the public:

- The city clerks are looking for help to complete projects within their area.
- Also RPA8 members voicing concern about safety areas within their region. Ravada stated staff are working on getting safety audits done.
- Members also wanted to see more trail development, especially within the cities.

Motion by Bardgett, second by Schloz to recommend to the RPA Policy Board approval of the RPA LRTP 2040 Draft Chapter 9 Public Input. The motion passed unanimously.

Motion by Michel, second by Vick to approve the RPA LRTP 2040 Draft Chapter 9 Public Input. The motion passed unanimously.

### **Review/Approve RPA LRTP 2040 Draft Chapter 11 Implementation**

Ravada explained that Chapter 11, Implementation, is an overview of the Long Range Transportation Plan (LRTP). Ravada stated the chapter includes recommendations of tasks that can help in project related and concept related implementation. Ravada stated the Board has 30 days to review and provide input.

Motion by Bardgett, second by Schloz to recommend to the RPA Policy Board approval of the RPA LRTP 2040 Draft Chapter 11 Implementation. The motion passed unanimously.

Motion by Michel, second by Vick to approve the RPA LRTP 2040 Draft Chapter 11 Implementation. The motion passed unanimously.

Motion by Konrardy, second by Klein to close the public hearing. The motion passed unanimously. The public hearing was closed at 9:27 a.m.

### **Review/Approve RPA 8 Small City Surface Transportation Block Grant (STBG) program projects for Federal Fiscal Year 2021**

Ravada referred to the handout for the RPA 8 Small City Surface Transportation Block Grant (STBG) program projects for FFY 2021:

- Goose Lake- Main Street Z-34 Reconstruction for \$88,000.00

- Dubuque County- Tollgate Road Paving for \$250,000.00
- Dubuque County- Ridge Road Paving for \$30,000.00

Ravada explained the City of Camanche originally submitted for 9<sup>th</sup> Street Reconstruction project although the amount submitted was over the STBG request amount allowed. Therefore the City of Camanche asked from that project to be taken out and for the 9<sup>th</sup> Ave reconstruction project to be added for a total of \$250,000.00. Ravada stated at this time the 9<sup>th</sup> Ave project is being reviewed.

Ravada also noted the City of Spragueville contacted Ravada after the application deadline with a project for the City of Spragueville. Ravada explained to the City of Spragueville, pending on funding their cities project might be reviewed, Ravada will keep the City of Spragueville informed. Ravada noted if the Camanche, 9<sup>th</sup> Ave project is approved for \$250,000, the total for all four projects would be approximately \$628,000.00.

Discussion followed.

Motion by Konrardy, second by Klein to close the public hearing. The motion passed unanimously. The public hearing was closed at 9:27 a.m.

Motion by Schloz, second by Linder to recommend to the RPA Policy Board approval of the RPA 8 Small City Surface Transportation Block Grant (STBG) program projects for Federal Fiscal Year 2021. The motion passed unanimously.

Motion by Willey, second by Helmrichs to approve the RPA 8 Small City Surface Transportation Block Grant (STBG) program projects for Federal Fiscal Year 2021. The motion passed unanimously.

### **Mississippi River Parkway Commission presentation by Edith Pfeffer**

Edith Pfeffer from Iowa Mississippi River Parkway Commission (IAMRPC) spoke to the Board about the Great River Road. The IAMRPC mission is to preserve, promote and enhance the scenic, historic, natural, archaeological, cultural, and recreation resources of the National Scenic Byway (NSB)/Iowa Great River Road (GR) and the Iowa Mississippi River Valley. Foster economic growth of the Mississippi River corridor. Develop the National Scenic Byway/Great River Road. Edith explained the IAMRPC was looking for additional support and funding for projects IAMRPC is hoping to complete in FY18. Edith noted the upcoming projects and asked for the RPA Board member's feedback and support.

### **Comments from the public**

There was no public present or written comments received.

## **Other Business and Announcements**

### **Swap Funding**

Ravada explained to Board members that staff will be attending a MPO/RPA meeting with the IA DOT next week and are looking for feedback from the Board on what they would like to see happen with the swap funds. Ravada explained the IA DOT is hoping to gather input from all the MPO's before making their final decisions.

Kinney suggested the swap funds get directly sub allocated into the cities Rode Use Tax Funds (RUTF) for the cities to allocate the funds as they wish. Kinney also suggested eliminating Davis Beacon, NEPA, reduce programing, and the audit process.

Deutmeyer addressed the Board members asking to hear from more Board members on what they would like to see happen with the swap funds.

Michel suggested that we continue to conduct the RPA as usual and the RPA will continue to sub allocate funds and the planning process stays the same.

Discussion followed.

Ravada stated staff will take all the suggestions and ideas to the IA DOT at their MPO/RPA meeting next week.

### **Next Meeting**

Ravada indicated that the next RPA8 meeting will be on Thursday, April 27, 2017 at 9:00 a.m.

## **Adjournment**

Motion by Vick, second by Lindner to adjourn the Thursday, March 23, 2017 RPA Technical Advisory Board meeting. The motion passed unanimously. The meeting adjourned at 10:30 a.m.

Motion by Michel, second by Konrardy to adjourn the Thursday, March 23, 2017 RPA Policy Board meeting. The motion passed unanimously. The meeting adjourned at 10:30 a.m.

Respectfully,

Chandra Ravada  
Transportation Director