Secretarial Notes
Regional Planning Affiliation (RPA)
Technical Advisory Board Meeting

Date: Thursday, September 14, 2017
Time: 10:00 a.m.
Place: ECIA, 7600 commerce Park, Dubuque, Iowa 52002

Technical Advisory Board Members Present:

☒ Todd Kinney, Chair
Engineer, Clinton County
(proxy Tom Determann)

☒ Anthony Bardgett
Engineer, Dubuque County
(proxy Daryl Klein)

☒ Anthony Bardgett
Delaware County Engineer
(proxy Jeff Madlom)

☒ Clark Schloz
Engineer, Jackson County
(proxy Jack Willey)

☒ Tim Vick
City of Manchester
(proxy Milt Kramer)

☐ Gerald Smith
City of Maquoketa
(proxy Diane Frandsen)

☒ Steve Lindner
City of DeWitt

☐ Jason Craft
City of Clinton
(proxy Jacob Coupee)

☒ Lori McKinley
Regional Transit Authority
(RTA)

☐ Dennis Hart
Clinton MTA

☐ Randy Zobrist
Riverbend Transit

☒ Kelley Deutmeyer
ECIA Executive Director

Others Present:

Staff Present:

☒ Chandra Ravada
Transportation Director

☒ Sarah Berning
Project Services Manager

☒ Dan Fox
ECIA Planner

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 10:01 a.m.

Review/Approve the Agenda for the Thursday, September 14, 2017 Technical Advisory Board meeting

Motion by Vick, second by Schloz from the RPA Technical Advisory Board to approve the agenda for the Thursday, September 14, 2017 RPA Technical Advisory Board meeting. The motion passed unanimously.

Review/Approve the minutes and receive and file the secretarial notes from Thursday July 27, 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 July 27, 2017 joint RPA Technical Advisory Board and Policy Board meeting. The motion passed unanimously.

Discussion on IA DOT Federal-Aid Swapping Funds

Ravada referred to the email received from Stu Anderson of the IA DOT requesting input from RPA8 Board members in regards to the Federal-Aid Swap funding. Ravada and RPA Board members discussed the questions asked by Anderson.

First question. Should projects still be limited to the federal-aid system? Schloz suggested projects also be on the farm to market system. Kinney asked if the money is going to be swapped, why put a limit on the funds, why not utilize on all roads.

Discussion followed.

RPA Tech Board concluded all road projects should be included, including roads on the federal-aid system and farm to market system. Also recommending all previously eligible projects remain eligible.

Second question. Should there be funding match requirements? Ravada stated staff will be recommending 100% funding, no match required. RPA Board members agreed no match requirements with 100% funding.

Third question. How are construction funds disbursed/reimbursed for individual projects? Ravada explained most cities and counties do not have upfront funds readily available for projects so they borrow the money and then are reimbursed by the state once they pay the general contract. Ravada questioned if the cities and counties can have the money upfront.

Discussion followed.

Ravada stated that the issue is with small cities not having the funding to complete projects within their areas. Ravada suggested project funding be disbursed into the members' accounts once the project is let.

Discussion followed.

Kinney suggested once funds are swapped the funds are present, with no reimbursement process. RPA Board agreed the funds be disbursed into members' accounts rather than receiving reimbursement.

Fourth question. How are existing balances of STBG funds going to be handled? Ravada stated staff's recommendation is to swap funds project-by-project and program projects as they are presented to the RPA.

Kinney asked that if a city/county has a negative balance, it is good for them and if they have a positive balance, that money is lost. Kinney said he doesn't see that working for anyone.

Discussion followed.

RPA's input is for all balances to remain and we program swap project by project, so cities who have a balance do not lose their balance.

Fifth question. Should the use of a federal-aid swap be required statewide or implemented on a project-by-project or RPA/MPO basis? Ravada stated if implemented statewide, the federal-aid funds will turn into state money, therefore the balances will become zero.

Shea stated this question is simply asking do you want your federal-aid swap implemented statewide, project-by-project, or on a RPA basis.

Discussion followed.

RPA suggested IA DOT determine how to utilize the federal-aid swap funding.

Update on Small City Requirements

Ravada stated the RPA Board requested the staff meet with all four RPA county clerks to gather their input on the needs within their cities. Ravada stated that staff met with all the county clerks and the clerks all agreed that they would like to see some type of funding to help with projects they have within their cities. Dubuque County has a swap program in place already and their clerks would like to see that continue. Ravada asked the board to weigh in on what the clerks want and what the RPA should do to help with funding projects within the small cities.

Discussion followed.

Kinney stated the rules and regulations about federal-aid swap funding need to be put in place before the Board decides how we handle projects within the small cities.

Discussion followed.

Ravada stated meetings will be set up between the clerks, mayors and supervisors to discuss what the small cities would like to see happen with receiving funding to help with projects within their cities.

Comments from the public

There was no public present or written comments received.

Other Business and Announcements

There was no other business.

Adjournment

Motion by Bardgett, second by Schloz to adjourn the Thursday, September 14, 2017 RPA Technical Advisory Board meeting. The motion passed unanimously. The meeting adjourned at 10:56 a.m.

Respectfully,

Chandra Ravada
Transportation Director