

**Secretarial Notes  
Regional Planning Affiliation (RPA)  
Policy Board Meeting**

**Date:** Thursday, September 14, 2017  
**Time:** 11:30 a.m.  
**Place:** ECIA, 7600 commerce Park, Dubuque, Iowa 52002

**Policy Board Members Present:**

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

**Others Present:**

**Staff Present:**

- |  |  |  |
|--|--|--|
| <input checked="" type="checkbox"/> Chandra Ravada<br><i>Transportation Director</i> | <input checked="" type="checkbox"/> Sarah Berning<br><i>Project Services Manager</i> | <input checked="" type="checkbox"/> Dan Fox<br><i>ECIA Planner</i> |
|--|--|--|

A quorum was present. \*Non-Voting Advisory Member \*\*Voting Member by Proxy \*\*\* Voting by phone

## **Call to Order**

The RPA Policy Board meeting was called to order by RPA Policy Board Vice-Chair, Milt Kramer at 11:45 a.m. Introductions were made at this time.

## **Review/Approve the Agenda for the Thursday, September 14, 2017 Policy Board meeting**

Motion by Vick, second by Willey from the RPA Policy Board to approve the agenda for the Thursday, September 14, 2017 RPA Policy 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 Willey, second by Michel from the RPA Policy 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 he received from Stu Anderson of the IA DOT requesting input from DMATS Board members in regards to the Federal-Aid Swap funding. Ravada went over the questions asked by Anderson and informed the Policy Board of the recommendations the Tech Board provided.

- Project eligibility, should projects still be limited to the federal-aid system?
  - Ravada stated the Tech Board recommended all roads, including roads on the federal-aid system and farm to market system, should be eligible for swap funding. Also recommending all previously eligible projects still be eligible.
- Funding match requirements
  - Ravada stated the Tech Board recommended no match requirements. The Board wants 100% funding from the IA DOT.
- How are construction funds disbursed and reimbursed for individual projects?
  - Ravada stated that small cities do not have upfront funding to complete projects within their areas. Ravada stated the Tech Board recommended the funds be disbursed into members' accounts rather than receiving reimbursement.
- How are existing balances of STBG funds going to be handled?
  - Ravada stated the Tech Board recommended all balances remain and we program swap project by project, so cities who have a balance do not lose their balance.
- Should the use of federal-aid swap be required statewide or implemented on a project by project or RPA/MPP basis

- Ravada stated the Tech Board recommended the IA DOT determine how to utilize the federal-aid swap funding.

Ravada explained he will draft a letter to the IA DOT outlining the input given by the MPO in reference to the questions asked by Anderson.

### **Presentation on Eight County Freight Study**

Ravada introduced Alex Marach from CPCS. Marach presented on the Eight County Freight Study, an overview of the work that has been completed to date and requested transportation needs and projects from the members. Marach explained that the Eight County Freight Study is being conducted within four counties in Iowa; Clinton, Delaware, Dubuque and Jackson. Also four counties in Illinois; Carroll, Jo Daviess, Stephenson and Whiteside. Marach explained the overall object of the Eight County Freight plan is to develop a better understanding of the multimodal freight system in the bi-state region and to use this information to better inform policy and programming decisions. Marach stated so far CPCS has completed four working papers; Freight system inventory and use, Existing and future commodity flow profile, needs assessment and modal profiles and recommendations and evaluation matrix.

### **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 Klein, second by Willey to adjourn the Thursday, September 14, 2017 RPA Policy Board meeting. The motion passed unanimously. The meeting adjourned at 12:16 p.m.

Respectfully,

Chandra Ravada  
Transportation Director