

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

Date: Thursday, January 26, 2017
Time: 9:30 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 checked="" 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 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 checked="" 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 type="checkbox"/> Mick Michel <i>Small Cities, Dubuque County</i>	<input checked="" type="checkbox"/> Linda Gaul <i>Small Cities, Delaware County</i> <i>(proxy Donna Boss)</i>	<input type="checkbox"/> Andrew Kida <i>Small Cities, Clinton County</i>
<input checked="" type="checkbox"/> Sam Shea* <i>IA DOT</i>	<input type="checkbox"/> Shirley Helmrichs <i>Transit Representative (RTA)</i>	<input type="checkbox"/> Kelley Deutmeyer <i>ECIA Executive Director</i>

Others Present: Donna Boss

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 9:30 a.m.

The RPA Policy Board meeting was called to order by RPA Policy Board Vice-Chair, Don Thiltgen at 9:30 a.m. Introductions were made at this time.

Review/Approve the Revised Agenda for the Thursday, January 26, 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, January 26, 2017 RPA meeting. The motion passed unanimously.

Motion by Kramer, second by Gaul from the RPA Policy Board to approve the revised agenda for the Thursday, January 26, 2017 RPA meeting. The motion passed unanimously.

Review/Approve Election of Officers

Ravada stated that according to the RPA By-Laws each year an election of officers should be held. He then noted that the current officers for the RPA Technical Advisory Board are Todd Kinney as Chair and Tim Vick as Vice-Chair. The Policy Board Chair is currently vacant and the Vice-Chair is Don Thiltgen. Ravada asked for any volunteers to fill the vacant Chair position for the Policy Board and if any members would like to volunteer for any of the other positions. Kramer volunteered to serve as Vice-Chair of the RPA Policy Board.

Motion by Bardgett, second by McKinley to continue with Kinney serving as Chair of the RPA Technical Advisory Board and Vick serving as the Vice-Chair of the RPA Technical Advisory Board. The motion passed unanimously.

Motion by Determann, second by Boss for Thiltgen to serve as Chair of the RPA Policy Board and Kramer serving as the Vice-Chair of the RPA Policy Board. The motion passed unanimously.

Review/Approve the minutes and receive and file the secretarial notes from Thursday December 15, 2016 and November 17, 2016 RPA Technical Advisory Board and Policy Board joint meeting

Motion by Schloz, second by McKinley from the RPA Technical Advisory Board to approve the minutes and receive and file the secretarial notes from the Thursday December 15, 2016 and November 17, 2016 joint RPA Technical Advisory Board and Policy Board meeting. The motion passed unanimously.

Motion by Kramer, second by Boss from the RPA Policy Board to approve the minutes and receive and file the secretarial notes from the Thursday December 15, 2016 and November 17, 2016 joint RPA Technical Advisory Board and Policy Board meeting. The motion passed unanimously.

Review/Approve Amendment to Fiscal Year 2017-2020 RPA 8 Transportation Improvement Program (TIP)

Motion by Gaul, second by Determann to open the public hearing. The motion passed unanimously. The public hearing was opened at 9:40 a.m.

Ravada referred to the TIP noting the following items to be added:

- Item #3-US 67: Scott County to South of West 3rd Street in Camanche, pavement widening, for total project cost of \$1.7 million in FY 2017.
- Item #34-On N 2nd from W Platt Street to W Quarry Street including ½ block of James Street east of N 2nd and James Street intersection, pavement rehab. City of Maquoketa requested additional \$75,000 in funding for a total project cost of \$1.1 million.
- Item #53-On Welton East from Hwy 61 to Y70, pavement rehab. STP funding for this project is \$760,000 for a total project cost of \$950,000.
- Item #54-In the City of La Motte, On S Main Street from Park Ave. South to the South city limits, bridge replacement and culvert replacement project. Ravada stated this project was delayed due to environmental issues therefore was not completed in FY 16 and has been requested to be added to the TIP for FY 17. STP funding for this project is \$265,000 for a total project cost of \$435,000.

Ravada pointed out the IA DOT states that if you are adding projects to the TIP you will then also need to remove projects. Ravada explained after talking with the IA DOT, they suggested to make the TIP fiscally constraint.

Ravada noted the following items to be removed from the TIP:

- Item #57-Y17: Over Little Maquoketa River, bridge replacement. Total project cost is \$500,000.
- Item #58- Bockenstedt Rd over Maquoketa River, bridge replacement. Total project cost is \$400,000.

Motion by Bardgett, second by Schloz to recommend to the RPA Policy Board approval of the amendment to FY 2017-2020 RPA 8 Transportation Improvement Program (TIP). The motion passed unanimously.

Motion by Determann, second by Gaul to approve the amendment to FY 2017-2020 RPA 8 Transportation Improvement Program (TIP). The motion passed unanimously.

Review/Approve RPA LRTP 2040 Draft Human Environment Chapter 2

Fox stated that members have thirty days to review the RPA LRTP 2040 Draft Chapter 2-Human Environment and provide feedback to staff.

Fox highlighted the main topics within Chapter 2-Human Environment. Fox stated this chapter contains all the demographic and social economic data that is important to look at during the transportation planning process. The information staff gather and utilize within this chapter is; population, population projections, human environment, employment, unemployment rate, income, race and ethnicity, limited English proficient population, commuting patterns, mode to work, and travel time to work. Fox stated all of these things staff look at are within the RPA 8 counties.

Motion by Schloz, second by Badgett to recommend to the RPA Policy Board approval of the RPA LRTP 2040 Draft Human Environment Chapter 2. The motion passed unanimously.

Motion by Kramer, second by Gaul to approve the RPA LRTP 2040 Draft Human Environment Chapter 2. Motion passed unanimously.

Review/Approve RPA LRTP 2040 Draft Finance Chapter 8

Ravada stated this chapter includes historical analysis and future funding projections for road, bridge, transit and trail projects. These projections represent a conservative estimate of federal funding the region can expect over the next 20 years. Ravada stated staff used the funding sources that the RPA 8 members receive every year and that are based on an application process. Those funding sources are; Surface Transportation Block Grant Program (STBG), STP Highway Bridge Program (STP-HBP), Transportation Alternatives Program (TAP), and Transportation Alternatives Program Flex. Funding was based on a linear regression between 2017 and 2045. Ravada stated overall funding projections for all RPA 8 counties is \$462 million by 2040, which includes a 3% growth rate.

Motion by Wagner, second by Lindner to recommend to the RPA Policy Board approval of the RPA LRTP 2040 Draft Finance Chapter 8. The motion passed unanimously.

Motion by Willey, second by Gaul to approve the RPA LRTP 2040 Draft Finance Chapter 8. The motion passed unanimously.

Motion by Boss, second by Willey to close the public hearing. The motion passed unanimously. The public hearing was closed at 10:14 a.m.

Open RPA 8 Small City Surface Transportation Block Grant (STBG) program application process for Federal Fiscal Year 2021

Ravada asked for approval from the board to open RPA 8 Small City Surface Transportation Block Grant (STBG) program application process for Federal Fiscal year 2021. Ravada stated the funding for small cities is \$700,000. Ravada noted with approval from the board they can release applications from small cities for projects to utilize the funding.

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

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

Review/Approve Small City STBG funding for Dubuque County Rural County Transportation Program (RCTP)

Ravada explained that a few months back Dubuque County approached the RPA Board about the possibility of utilizing the Swap funding for small city projects. Ravada noted staff met with county clerks and the consensus amongst the clerks was they were unsure of how exactly the swap funds program worked and were concerned about having available funds at their disposal every year. Ravada stated staff then met with county supervisors and Dubuque County engineer and amongst them they decided, Dubuque County will apply for monies through the RPA and then distribute funds to the small city projects. Dubuque County plans on applying for \$65,000 annually. Ravada stated that there was nothing to approve he just wanted to inform the board of the outcome of the meetings staff held with the city clerks, supervisors and engineer.

Review/Approve Grant Wood Mississippi River Region (GWMRR) Trail website

Members from the Parks to People Board gave a presentation on the Grant Wood Loop Trail website. They navigated around the website to demonstrate how the website works for the RPA 8 Board members. The website is made up of loops, experiences and attractions. The web link is www.gwloop.com. The website is currently up and running for anyone to utilize.

Ravada noted that the benefit of this website for the MPO's is the fact they all have access to this website and they also will not have to maintain the website, that will be done for them.

Motion by Bardgett, second by Schloz to recommend to the RPA Policy Board the approval of the Grant Wood Mississippi River Region (GWMRR) Trail website. The motion passed unanimously.

Motion by Willey, second by Boss to approve the Grant Wood Mississippi River Region (GWMRR) Trail website. The motion passed unanimously.

Comments from the public

There was no public present or written comments received.

Other Business and Announcements

Ravada requested all members provide dates of their council and supervisor meetings so that staff can attend meetings to collect data on upcoming projects for the RPA LRTP.

House Study Bill 9

Ravada explained he attended a meeting at the Capitol a few days ago regarding the Swapping Fund Bill. This bill will allow the DOT to release primary road funds to secondary roads and municipal streets. Ravada noted this allows the DOT to swap all the federal aid from the RPA's and MPO's with state funding, which means all the federal regulations will be taken out of projects and it will all be state funding. Ravada stated if the bill is passed the DOT staff will plan on having meetings with RPA's, MPO's, cities and counties to set a procedure in place on how the money will be spent. DOT would like to keep the planning process in place and not just give the money to the counties.

Next Meeting

Ravada indicated that the next RPA 8 meeting will be on Thursday, February 23, 2017 at 9:30 a.m.

Adjournment

Motion by Schloz, second by Lindner to adjourn the Thursday, January 26, 2017 RPA Technical Advisory Board meeting. The motion passed unanimously. The meeting adjourned at 11:20 a.m.

Motion by McKinley, second by Gaul to adjourn the Thursday, January 26, 2017 RPA Policy Board meeting. The motion passed unanimously. The meeting adjourned at 11:20 a.m.

Respectfully,

Chandra Ravada
Transportation Director