

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

Date: Thursday, February 23, 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 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 type="checkbox"/> Kelley Deutmeyer <i>ECIA Executive Director</i>

Policy Board Members Present:

<input 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, Chair <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 checked="" 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 type="checkbox"/> Kelley Deutmeyer <i>ECIA Executive Director</i>

Others Present: Donna Boss; Tony Zelinskas, WHKS

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 Chair, Don Thiltgen at 9:30 a.m. Introductions were made at this time.

Review/Approve the Agenda for the Thursday, February 23, 2017 Technical Advisory Board and Policy Board joint meeting

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

Motion by Madlom, second by Kramer from the RPA Policy Board to approve the agenda for the Thursday, February 23, 2017 RPA joint meeting. The motion passed unanimously.

Review/Approve the minutes and receive and file the secretarial notes from Thursday January 26, 2017 RPA Technical Advisory Board and Policy Board joint meeting

Motion by Vick, second by Schloz from the RPA Technical Advisory Board to approve the minutes and receive and file the secretarial notes from the Thursday January 26, 2017 RPA Technical Advisory Board and Policy Board joint meeting. The motion passed unanimously.

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 January 26, 2017 RPA Technical Advisory Board and Policy Board joint meeting. The motion passed unanimously.

Review/Approve trail counters proposals

Ravada stated RPA is looking at purchasing 16 trail counters; City of Clinton two, City of Dubuque two, City of Manchester two, City of Maquoketa two, Jackson County four, and Dubuque County four. Ravada stated he received three proposals for the trail counters. Estimated cost for 16 trail counters was \$12,500, \$10,000 of the monies coming from the RPA, the remaining from the members. Ravada stated it was suggested going with Diamond Traffic Products which are being used within Dubuque County. However, Ravada stated the proposal received from Diamond Traffic Products who meet all the requirements asked, are over initial estimated cost. Ravada stated with the Board's approval he will speak with the RPA 8 members to get their approval on the higher cost counters and with the approval of the members he will purchase the counters.

Motion by Vick, second by Lindner to recommend to the RPA Policy Board approval of the trail counters proposal. The motion passed unanimously.

Motion by Kramer, second by Gaul to approve the trail counters proposal. The motion passed unanimously.

Discussion on request for Safety Study locations within RPA 8 region

Ravada noted staff conducted public input meetings within the RPA 8 region and the feedback was mostly in regards to safety issues within the counties and cities. Ravada recommended requesting the IA DOT to do a safety assessment within the four counties in the RPA 8 region; Delaware, Dubuque, Jackson and Clinton. The IA DOT will work with the local police and sheriff's offices, district planner and local engineer to come up with solutions for safety issues within the area.

Kinney asked if the study performed by the IA DOT would be something beyond the local road safety plan already set in place.

Ravada explained this study would be more of specific safety assessment based on the list Ravada receives from the members of the specific intersections with the highest safety risk. This information will be passed onto the IA DOT so they can conduct the safety study.

Discussion followed.

Ravada explained he will be sending out an email requesting information from all four counties on specific high crash areas for the IA DOT to look into. Ravada requested the Board members to keep the locations between 8 and 10 locations within their area.

Review/Approve RPA LRTP 2040 Draft Chapter 3 Transportation Network Profile

Motion by Michel, second by Madlom to open the public hearing. The motion passed unanimously. Public hearing was opened at 9:54 a.m.

Ravada referred to the handout for the RPA LRTP Draft Chapter 3, Transportation Network Profile. Ravada stated this chapter deals with roads and bridges. Ravada stated within the roads portion of the chapter staff highlighted the following points; functional classification, traffic volume, pavement, pavement conditions, international roughness index and operation and maintenance cost for road systems. The bridge portion of the chapter highlighted the following points; bridge sufficiency rating and maintenance cost for bridge system. Ravada stated while looking at all the data, staff concluded the need is for maintenance on roads and bridges, not capacity.

Discussion followed.

Motion by Schloz, second by McKinley to recommend to the RPA Policy Board approval of the RPA LRTP 2040 Draft Chapter 3 Transportation Network Profile. The motion passed unanimously.

Motion by Michel, second by Gaul to approve the RPA LRTP 2040 Draft Chapter 3 Transportation Network Profile. Motion passed unanimously.

Review/Approve RPA LRTP 2040 Draft Chapter 4 Bicycle and Pedestrian

Fox referred to the handout on Draft Chapter 4, Bicycle and Pedestrian. Fox stated walking and biking are important modes of transportation for the RPA 8 area. Walking and biking instead of driving can reduce traffic congestion, improve air quality and improve physical health. Existing bicycle and pedestrian facilities in the RPA 8 area fall into three main categories: off-street trails, on-street routes, and sidewalks. Fox stated the main challenge with walking and biking is safety. Fox explained some design options communities have to improve bicycle and pedestrian safety within their communities.

Motion by Schloz, second by McKinley to recommend to the RPA Policy Board approval of the RPA LRTP 2040 Draft Chapter 4 Bicycle and Pedestrian. The motion passed unanimously.

Motion by Michel, second by Gaul to approve the RPA LRTP 2040 Draft Chapter 4 Bicycle and Pedestrian. Motion passed unanimously.

Review/Approve RPA LRTP 2040 Draft Chapter 5 Transit

Fox stated there are three main providers within the RPA 8 region. RTA 8, which covers Dubuque, Delaware and Jackson counties. RTA vehicles are equipped to accommodate the general public, including children, elderly, and people with disabilities. Clinton MTA, which covers the City of Clinton. Clinton MTA is a fixed route and provides public transportation services to the citizens of the City of Clinton. River Bend Transit, provides transit services to residents in Cedar, Clinton, Muscatine and Scott Counties. Fox stated the RPA 8 LRTP does not cover River Bend Transit since most of their services fall within RPA 9 Bi-State Regional Commission.

Motion by Schloz, second by McKinley to recommend to the RPA Policy Board approval of the RPA LRTP 2040 Draft Chapter 5 Transit. The motion passed unanimously.

Motion by Michel, second by Gaul to approve the RPA LRTP 2040 Draft Chapter 5 Transit. Motion passed unanimously.

Review/Approve RPA LRTP 2040 Draft Chapter 6 Safety and Security

Ravada stated the goal of this chapter is to look at traffic safety needs and how they will be addressed. Ravada stated Chapter 6, Safety and Security the following criteria is looked at within the RPA 8 region; safety, compares fatality rates, evaluates transportation safety data, and vehicle crashes. Ravada stated when looking at current transportation safety efforts they look at the following areas;

- Education
 - multimedia education campaign
 - enhance driver education
- Enforcement
 - high visibility enforcement
 - deploy state-of-the-art technology
 - expand impaired enforcement programs
- Engineering
 - Prevent lane departure crashes
 - Improve intersections
- Policy
 - Enhance multiagency collaborative efforts
 - Strengthen legislative policies
- Research and Data
 - Safety data improvement

Motion by Madlom, second by Michel to close the public hearing. The motion passed unanimously. The public hearing was closed at 10:45 a.m.

Motion by Schloz, second by McKinley to recommend to the RPA Policy Board approval of the RPA LRTP 2040 Draft Chapter 6 Safety and Security. The motion passed unanimously.

Motion by Michel, second by Gaul to approve the RPA LRTP 2040 Draft Chapter 6 Safety and Security. Motion passed unanimously.

Comments from the public

No comments were made by the public.

Other Business and Announcements

House Study Bill 9

Ravada informed the Board that the bill was passed through the House and now is in front of the Senate. Ravada stated once the bill has passed through the Senate the IA DOT will have 6 to 7 months to have discussions with the DOT commission, county engineers, cities, RPA's and MPO's to come up with regulations. Ravada informed the Board once the DOT has

these discussions Ravada plans on having work sessions with the Board to discuss funding, project and small city funds.

Next Meeting

Ravada indicated that the next RPA 8 meeting will be on Thursday, March 23, 2017 at 9:00 a.m.

Meetings

Thiltgen requested changing the RPA 8 meeting time from 9:30 am to 9:00 am. The Board members agreed.

Adjournment

Motion by Schloz, second by McKinley to adjourn the Thursday, February 23, 2017 RPA Technical Advisory Board meeting. The motion passed unanimously. The meeting adjourned at 10:50 a.m.

Motion by Gaul, second by Konrardy to adjourn the Thursday, February 23, 2017 RPA Policy Board meeting. The motion passed unanimously. The meeting adjourned at 10:50 a.m.

Respectfully,

Chandra Ravada
Transportation Director