

**Secretarial Notes**  
**DMATS Technical Advisory Board meeting**

**Date:** Thursday, January 9, 2020  
**Time:** 10:30 a.m.  
**Place:** ECIA, 7600 Commerce Park

**DMATS Technical Advisory Board Members Present:**

- |  |   |   |   |
|--|---|---|---|
| <input checked="" type="checkbox"/> <b>Laura Carstens</b> (chair)<br><i>City of Dubuque</i><br>(proxy Guy Hemenway)<br>(proxy Wally Wernimont) | <input checked="" type="checkbox"/> <b>Beth Bonz</b><br><i>City of Asbury</i>   | <input type="checkbox"/> <b>Loras Herrig</b><br><i>City of East Dubuque</i>                       | <input type="checkbox"/> <b>Tammy Henry</b><br><i>Dubuque County</i>                                  |
| <input checked="" type="checkbox"/> <b>Gus Psihoyos</b> (vice-chair)<br><i>Engineer,</i><br><i>City of DBQ</i><br>(proxy Bob Schiesl)          | <input checked="" type="checkbox"/> <b>Anthony Bardgett</b><br><i>Engineer,</i><br><i>DBQ County</i><br>(proxy Russell Weber) | <input type="checkbox"/> <b>Steve Keeffer</b><br><i>Engineer,</i><br><i>Jo Daviess County, IL</i> | <input type="checkbox"/> <b>Dave Lambert</b><br><i>Engineer</i><br><i>Grant County, WI</i>            |
| <input checked="" type="checkbox"/> <b>Renee Tyler**</b><br><i>Jule Transit</i><br>(proxy Jake Ironside)                                       | <input checked="" type="checkbox"/> <b>Tricia Wagner</b><br><i>Regional Transit</i><br><i>Authority (RTA)</i>                 | <input type="checkbox"/> <b>Troy Maggied</b><br><i>SWWPRC</i><br>(proxy Kristina Tranel)          | <input checked="" type="checkbox"/> <b>Kelley Deutmeyer**</b><br><i>ECIA</i><br>(proxy Tricia Wagner) |
| <input checked="" type="checkbox"/> <b>Kris Tobin**</b><br><i>Illinois DOT</i><br>(proxy Rob Bates)<br>(proxy Doug DeLille)                    | <input type="checkbox"/> <b>Stephen Flottmeyer**</b><br><i>Wisconsin DOT</i><br>(proxy Francis Schelfhout)                    | <input checked="" type="checkbox"/> <b>Sam Shea*</b><br><i>Iowa DOT</i><br>(non-voting member)    |   |

**Others Present:** Doug DeLille, IL DOT; Bob Schiesl, City of Dubuque

**Staff Present:**

- |   |  |  |                        |
|---|--|--|------------------------|
| <input checked="" type="checkbox"/> <b>Chandra Ravada</b><br>*Non-Voting Member | <input checked="" type="checkbox"/> <b>Dan Fox</b><br>**Voting member by Proxy | <input checked="" type="checkbox"/> <b>Sarah Berning</b> | ***Attendance by phone |
|---|--|--|------------------------|

**A quorum was present for DMATS Technical Advisory Board**

## **Call to Order**

The DMATS Technical Advisory Board meeting was called to order by DMATS Technical Advisory Board Chair, Laura Carstens. Introductions were made at this time.

## **Review/Approve the Agenda for the Thursday, January 9, 2020 DMATS Technical Advisory Board meeting**

Motion by Bardgett, second by Bates to approve the agenda for the Thursday, January 9, 2020, DMATS Technical Advisory Board meeting. The motion passed unanimously.

## **Review/Approve the minutes and receive and file the secretarial notes from the Thursday October 10, 2019 meeting**

Motion by Bardgett, second by Bonz to approve the minutes and receive and file the secretarial notes from the Thursday October 10, 2019 DMATS Technical Advisory Board meeting. The motion passed unanimously.

## **Review/Approve Election of Officers**

Ravada stated that each year election of officers should be held. Ravada stated the current officers for the DMATS Technical Advisory Board are Laura Carstens as Chair and Gus Psihoyos as Vice- Chair. Ravada went on to let the Board know that Carstens is retiring from the City of Dubuque in April, therefore she will no longer be able to chair the DMATS Tech Board. Ravada opened it up for the Board to discuss who would be the chair and vice-chair of the DMATS Tech Board.

Motion by Bonz, second by Ironside to nominate Psihoyos as chair of the DMATS Technical Advisory Board and Bardgett as Vice-Chair of the DMATS Technical Advisory Board starting May 2020. The motion passed unanimously.

## **Review/Recommend \$500,000 of Surface Transportation Block Grant Swap (STBG SWAP) funds to Dubuque County for Improving the Northwest Arterial/John Deere Road Corridor for Freight Mobility BUILD Grant program project**

Ravada informed the Board Dubuque County requested \$500,000 of STBG SWAP funds for the Northwest Arterial/John Deere Road Corridor. Ravada stated the counties initial request for funds through the BUILD grant included the final design, construction and construction engineering. The county needs additional funding to go through preliminary design and environmental stages. Ravada stated this request is being made now due to the preliminary design and environmental needing to be completed in FY 20.

Ravada stated moving this request to the forefront will not impact another project programmed in the TIP, due to the county moving Old Hwy Road project back by two years.

Motion by Psihoyos, second by Bardgett to recommend approval to the DMATS Policy Board for \$500,000 of Surface Transportation Block Grant Swap (STBG SWAP) fund to Dubuque County for Improving the Northwest Arterial/John Deere Road Corridor for Freight Mobility BUILD Grant program project. The motion passed unanimously.

**Review/Recommend Amendment to DMATS Federal Fiscal Year 2020-2023 Transportation Improvement Program (TIP)**

Ravada stated the amendment to the TIP is the addition of the county’s project for improving the Northwest Arterial/John Deere Road Corridor for freight mobility. The project includes; outside services engineering, ped/bike grade and pave, grade and pave, traffic signals and right of way. Ravada stated the total funding for this project is \$11,045,023.

Discussion followed.

Motion by Bates, second by Bardgett to recommend approval to the DMATS Policy Board of the Amendment to DMATS Federal Fiscal Year 2020-2023 Transportation Improvement Program (TIP). The motion passed unanimously.

**Review/Recommend scope of services for a feasibility study of Passenger rail service between Dubuque IA and Rockford IL**

The scope of services for the feasibility study of Passenger rail services between Dubuque, IA and Rockford, IL was not received by the DMATS Tech Board. Therefore, Ravada suggested the Board to table this agenda item and revisit at the next meeting after the Board has time to review the scope of services.

Motion by Bonz, second by Bardgett to recommend approval to the DMATS Policy Board to table the scope of services for a feasibility study of Passenger rail service between Dubuque IA and Rockford IL. The motion passed unanimously.

**Approve opening of Surface Transportation Block Grant (STBG) application for FFY 2021-2024 Transportation Improvement Program (TIP)**

Ravada explained it is time to open the application process for STBG funds. Ravada requested the Board approve the opening of STBG application process for FFY 2021-2024.

Motion by Bardgett, second by Psihoyos to approve the opening of Surface Transportation Block Grant (STBG) application for FFY 2021-2024 Transportation Improvement Program (TIP). The motion passed unanimously.

## **Approve opening of Transportation Alternative Program (TAP) application for FFY 2024**

Ravada requested the Board to approve the opening of the TAP application process for FFY 2024, so the staff can start receiving applications for TAP funds.

Motion by Bonz, second by Bardgett to approve the opening of Transportation Alternative Program (TAP) application for FFY 2024. The motion passed unanimously.

## **Discuss planning tasks for FY 2021 Transportation Planning Work Program (TPWP)**

Ravada stated the work on the TPWP will focus mainly on the Long Range Transportation Plan. Staff will also be joining some committees such as, Airport, Rail and Port studies. Ravada asked the Board if there were any other tasks, they would like staff to address in the FY 2021 TPWP.

Carstens suggested the Pedestrian Bicycle Plan.

Ravada stated the ped/bike plan will be part of the LRTP. Ravada informed the Board the ped/bike plan previously was part of the short range transportation plan. Due to the ped/bike plan following the LRTP schedule, the IA DOT suggested keeping it within the LRTP.

Discussion followed.

Ravada stated the PTP will be getting updated and will be added to the TPWP. A recommendation from the FTA is for transit systems to do self-assessments. However, the RTA does not have planning staff to complete the self-assessment. Ravada stated the RTA has asked MPO staff planners to assist the RTA with completing the transit systems self-assessment.

Ravada stated the draft of the TPWP will be completed and presented to the Board in March 2020 and the final will be completed in May 2020.

## **Update on Census 2020**

Fox reminded the Board that the 2020 Census is happening and is very important to the MPO. The Census numbers play a direct role in the transportation funding DMATS receives. Fox stated the City of Dubuque has formed a Census Complete Count Committee. Fox stated if anyone has information or questions in regards to the Census they can contact Fox and he will pass along the information to the Census Bureau.

Discussion followed.

## **Date for DMATS Long Range Transportation Plan Goal Planning Session**

Ravada asked the Board to set a date for the LRTP Planning session. This session will focus on division, goals and performance measures. Bonz suggested having the planning session on April 9<sup>th</sup>. This is the date of DMATS Board meetings, therefore most members should be able to attend. Ravada stated this meeting should also be off site and hosted by a non DMATS member.

## **Comments from public on an item that did not appear on the agenda**

No comments were made by the public.

## **Other Business**

### **Water Trail**

Fox stated currently he is working on a water trail plan within Jackson County. This brought up discussion about possibly doing a water trail plan within Dubuque County. Fox stated DMATS staff will be drafting a letter of support in favor of completing a water trail plan for Dubuque County, to be submitted to the DNR. Once this letter is completed staff will bring to the DMATS Board for approval.

Ravada asked the Board if they would like to move forward with a letter of support to the DNR for a water trail plan for Dubuque County.

Motion by Bonz, second by Bardgett to recommend drafting a letter of support to the DNR for a water trail plan within Dubuque County. The motion passed unanimously.

## **Adjournment**

Motion by Bardgett, second by Bates to adjourn the Thursday, January 9, 2020 DMATS Technical Advisory Board meeting. The motion passed unanimously. The DMATS Technical Advisory Board meeting adjourned at 11:22 a.m.

Respectfully submitted,

Chandra Ravada  
ECIA Director of Transportation and Planning