

# Secretarial Notes

## DMATS Policy Board meeting

**Date:** Thursday April 9, 2020  
**Time:** 12:00 p.m.  
**Place:** ECIA, 7600 Commerce Park

### DMATS Policy Board Members Present:

- |  |   |  |  |
|--|---|--|--|
| <input checked="" type="checkbox"/> <b>Roy Buol (chair)***</b><br><i>Mayor, City of DBQ</i>                    | <input checked="" type="checkbox"/> <b>Laura Roussell***</b><br><i>DBQ City Council</i>                             | <input type="checkbox"/> <b>Danny Sprank</b><br><i>DBQ City Council</i>                                  | <input type="checkbox"/> <b>Brett Shaw</b><br><i>DBQ City Council</i>  |
| <input checked="" type="checkbox"/> <b>Ric Jones***</b><br><i>DBQ City Council</i>                             | <input checked="" type="checkbox"/> <b>David Resnick***</b><br><i>DBQ City Council</i>                              | <input type="checkbox"/> <b>Brad Cavanagh</b><br><i>DBQ City Council</i>                                 | <input type="checkbox"/> <b>John Klostermann</b><br><i>(proxy for DBQ City Council)</i>                              |
| <input checked="" type="checkbox"/> <b>Mike Van Milligen***</b><br><i>(proxy for DBQ City Council)</i>         | <input checked="" type="checkbox"/> <b>Gus Psihoyos***</b><br><i>(proxy for DBQ City Council)</i>                   | <input checked="" type="checkbox"/> <b>Teri Goodmann***</b><br><i>(proxy for DBQ City Council)</i>       | <input type="checkbox"/> <b>Marie Ware</b><br><i>(proxy for DBQ City Council)</i>                                    |
| <input checked="" type="checkbox"/> <b>Laura Carstens***</b><br><i>(proxy for DBQ City Council)</i>            | <input type="checkbox"/> <b>Jim Adams**</b><br><i>Mayor, City of Asbury (proxy vacant)</i>                          | <input type="checkbox"/> <b>Kirk VanOstrand</b><br><i>Mayor, City of East DBQ (proxy Loras Herrig)</i>   | <input type="checkbox"/> <b>Troy Maggied</b><br><i>SWWRPC City Council (proxy Kristina Tranel)</i>                   |
| <input checked="" type="checkbox"/> <b>Jay Wickham***</b><br><i>Transit Rep. (RTA) (proxy Tricia Wagner)</i>   | <input checked="" type="checkbox"/> <b>Francis Schelfhout***</b><br><i>Wisconsin DOT (proxy Stephen Flottmeyer)</i> | <input checked="" type="checkbox"/> <b>Doug DeLille***</b><br><i>Illinois DOT (proxy Rob Bates)</i>      | <input checked="" type="checkbox"/> <b>Ann McDonough***</b><br><i>DBQ County Supervisor (proxy Anthony Bardgett)</i> |
| <input type="checkbox"/> <b>Larry Meescher**</b><br><i>Small Cities Rep. City of Peosta (Proxy Don Recker)</i> | <input type="checkbox"/> <b>Don Zillig</b><br><i>Jo Daviess County</i>  | <input checked="" type="checkbox"/> <b>Matt Esser***</b><br><i>Jule Transit Rep. (proxy Renee Tyler)</i> | <input type="checkbox"/> <b>Beth Bonz</b><br><i>ECIA (proxy Kelley Deutmeyer)</i>                                    |
| <input type="checkbox"/> <b>Vacant</b><br><i>Grant County Representative</i>                                   | <input checked="" type="checkbox"/> <b>Sam Shea***</b><br><i>Iowa DOT (non-voting member)</i>                       |  |  |

**Others Present:** Todd Dalsing, Dubuque Airport; Bob Schiesl, City of Dubuque; Darla Hugaboom, Federal Highway; Dave Lambert, Grant County

### 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><br>***Attendance by phone |
|---|---|--|

A quorum was present for DMATS Policy Board

## **Call to Order**

The DMATS Policy Board meeting was called to order by DMATS Policy Board Chair, Roy Buol. Roll call was taken at this time.

## **Review/Approve the amended Agenda for the Thursday, April 9, 2020 DMATS Policy Board meeting**

Motion by Resnick, second by McDonough to approve the amended agenda for the Thursday, April 9, 2020, DMATS Policy Board meeting. The motion passed unanimously.

## **Review/Approve the minutes and receive and file the secretarial notes from the Thursday February 13, 2020 meeting**

Motion by McDonough, second by Carstens to approve the minutes and receive and file the secretarial notes from the Thursday February 13, 2020 DMATS Policy Board meeting. The motion passed unanimously.

## **Review/Approve Draft Fiscal Year 2021 DMATS Transportation Planning Work Program (TPWP)**

Motion by Resnick, second by McDonough to open the public hearing. The motion passed unanimously. The public hearing was opened at 12:05 p.m.

Ravada stated to the Board that they have one month to review and suggest changes to the TPWP. Ravada stated no changes from previous TPWP. Although, there were two special project added;

- Phase 1 of the STREETS project, \$41,000.00
- Dubuque County BUILD grant for John Deere project, \$18,750.00

Ravada requested approval to submit the TPWP to the DOTs and Federal Highway.

Motion by Carstens, second by Resnick to approve the Draft Fiscal Year 2021 DMATS Transportation Planning Work Program (TPWP). The motion passed unanimously.

## **Review/Approve Draft Fiscal Year 2021 DMATS Public Involvement Plan (PIP)**

Ravada stated no changes from previous document. Ravada informed the Board that they have one month to review and suggest changes to the PIP. Ravada requested approval to submit the PIP to IADOT and Federal Highway.

Motion by Carstens, second by McDonough to approve the Draft Fiscal Year 2021 DMATS Public Involvement Plan (PIP). The motion passed unanimously.

**Review/Approve Draft Fiscal Year 2021 DMATS Limited English Proficiency (LEP) Plan**

Ravada stated every two years the Limited English Proficiency Plan needs to be reviewed and updated. The FY21 draft of the Limited English Proficiency Plan has stayed the same from previous plan. Ravada informed the Board that they have 30 days to review and give any recommendations to staff.

Motion by Carstens, second by Resnick to approve the Draft Fiscal Year 2021 DMATS Limited English Proficiency (LEP) Plan. The motion passed unanimously.

**Review/Approve Draft Fiscal Year 2021 DMATS Title VI Non-Discrimination Program Plan**

Ravada referred to the Title VI Non-Discrimination Program Plan handout, stating there has been no changes from the previous plan. Ravada stated the Board has 30 days to review and give any recommendations to staff.

Motion by McDonough, second by Resnick to approve the Draft Fiscal Year 2021 DMATS Title VI Non-Discrimination Program Plan. The motion passed unanimously.

Motion by Carstens, second by Resnick to close the public hearing. The motion passed unanimously. The public hearing was closed at 12:14 p.m.

**Information from IADOT on Impact of COVID-19 on Road Use Tax funds**

Ravada referred to the letter from the IADOT. Currently there is a 40% reduction on Road Use Tax Funds due to the COVID-19, which could worsen over time. Ravada stated there is a potential for cities and counties to receive stimulus funds to help backfill the shortfalls in state road funding.

Discussion followed.

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

No comments were made by the public.

## **Other Business**

Ravada told the Board that Laura Carstens has been with the DMATS Technical Advisory Board for 30 years and is retiring in April, therefore this is her last meeting with DMATS. Ravada thanked Laura Carstens for all of her service and knowledge she has giving to the DMATS Board for the last 30 years.

## **Adjournment**

Motion by Resnick, second by McDonough to adjourn the Thursday, April 9, 2020 DMATS Policy Board meeting. The motion passed unanimously. The DMATS Policy Board meeting adjourned at 12:19 p.m.

Respectfully submitted,

Chandra Ravada  
ECIA Director of Transportation and Planning