

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

Date: Thursday, March 26, 2020
Time: 9:00 a.m.
Place: 7600 Commerce Park/Zoom meeting

Technical Advisory Board Members Present:

Todd Kinney, (Chair)***
Engineer, Clinton County
(proxy Tom Determann)

Anthony Bardgett***
Engineer, Dubuque County
(proxy Dave Baker)

Anthony Bardgett***
Delaware County Engineer
(proxy Jeff Madlom)

Clark Schloz***
Engineer, Jackson County
(proxy Jack Willey)

Tim Vick, (Vice-Chair)***
City of Manchester
(proxy Milt Kramer)

Gerald Smith***
City of Maquoketa
(proxy Diane Frandsen)

Steve Lindner***
City of DeWitt

Jason Craft***
City of Clinton
(proxy Matt Brooke)

Tricia Wagner***
Regional Transit Authority
(RTA)

Dennis Hart
Clinton MTA

Randy Zobrist
Riverbend Transit

Kelley Deutmeyer
ECIA Executive Director

Policy Board Members Present:

Dave Baker
Dubuque County
(proxy Jay Wickham)
(proxy Anthony Bardgett)

Jack Willey***
Jackson County
(proxy Clark Schloz)

Jeff Madlom**
Delaware County
(proxy Anthony Bardgett)

Tom Determann***
Clinton County
(proxy Todd Kinney)

Milt Kramer, (Vice-Chair)***
City of Manchester
(proxy Tim Vick)

Don Thiltgen, (Chair)***
City of DeWitt
(proxy Steve Lindner)

Don Schwenker
City of Maquoketa
(proxy Gerald Smith)
(proxy Diane Frandsen)

Scott Maddasion***
City of Clinton
(proxy Jason Craft)
(proxy Matt Brooke)

Dave Heiar***
Small Cities, Jackson County
(proxy Nic Hockenberry)

Mick Michel***
Small Cities, Dubuque County

Linda Gaul***
Small Cities, Delaware County
(proxy Donna Boss)

Andrew Kida***
Small Cities, Clinton County

Sam Shea***
IA DOT

Shirley Helmrichs
Transit Representative (RTA)

Kelley Deutmeyer
ECIA Executive Director

Others Present:

Staff Present:

Chandra Ravada
Transportation Director

Sarah Berning
Project Services Manager

Dan Fox***
Senior Planner

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 9:02 a.m.

The RPA Policy Board meeting was called to order by RPA Policy Board Chair, Don Thiltgen at 9:02 a.m. Introductions were made at this time.

Review/Approve the Agenda for the Thursday, March 26, 2020 Technical Advisory Board and Policy Board joint meeting

Motion by Bardgett, second by Vick from the RPA Technical Advisory Board to approve the agenda for the Thursday, March 26, 2020 RPA meeting. The motion passed unanimously.

Motion by Kida, second by Heiar from the RPA Policy Board to approve the agenda for the Thursday, March 26, 2020 RPA meeting. The motion passed unanimously.

Review/Approve the minutes and receive and file the secretarial notes from Thursday January 23, 2020 RPA Technical Advisory Board and Policy Board joint meeting

Motion by Vick, second by Bardgett from the RPA Technical Advisory Board to approve the minutes and receive and file the secretarial notes from Thursday January 23, 2020 RPA Technical Advisory Board meeting. The motion passed unanimously.

Motion by Kramer, second by Heiar from the RPA Policy Board to approve the minutes and receive and file the secretarial notes from Thursday January 23, 2020 RPA Policy Board meeting. The motion passed unanimously.

Approve Surface Transportation Block Grant Program (STBG) projects for Federal Fiscal Year 2021-2024 from RPA 8 members

Ravada referred to the handout showing the projects of each member. Ravada stated the balances by the end of FFY 2024 are as followed;

- Clinton County \$31,752.00
- City of Clinton \$610,910.00
- City of Dewitt \$260,746.00
- Delaware County \$355,659.00
- City of Manchester \$245,247.00
- Dubuque County \$0
- Jackson County \$906,578.00
- City of Maquoketa \$-6,172.00

- Small Cities \$102,579.00

Ravada informed the Board that the City of Maquoketa does have a negative balance, due to their projects and cost increasing. Ravada suggested the Board approve the City of Maquoketa to have a negative balance for one time only, so they can complete their projects.

Discussion followed.

Ravada stated overall there is a positive balance.

Motion by Vick, second by Bardgett to recommend to the RPA 8 Policy Board approval of receiving the Surface Transportation Block Grant Program (STBG) projects for Federal Fiscal Year 2021-2024 from RPA 8 members. The motion passed unanimously.

Motion by Kida, second by Willey to approve receiving the Surface Transportation Block Grant Program (STBG) projects for Federal Fiscal Year 2021-2024 from RPA 8 members. The motion passed unanimously.

Approve selection committee for ranking Transportation Alternative Program (TAP) applications for Transportation Alternative Program (TAP)

Ravada stated RPA received three applications from; Maquoketa, Dyersville and Clinton. Ravada stated all three applicants requested \$250,000.00 in funding. Ravada informed the Board the total request for funding came in at \$750,000.00 and there is only \$500,000.00 in TAP funds. Therefore, Ravada is suggesting a selection committee to rank these three projects.

Ravada requested members to volunteer to be on the ranking committee, two policy members and 3 technical advisory members. The members who volunteered and will make up the ranking committee are as followed: Heiar, Kida, Schloz, Bardgett and Kinney.

Motion by Bardgett, second by Vick to recommend to the RPA 8 Policy Board approval of the selection committee for ranking Transportation Alternative Program (TAP) applications for Transportation Alternative Program (TAP). The motion passed unanimously.

Motion by Willey, second by Maddaison to approve selection committee for ranking Transportation Alternative Program (TAP) applications for Transportation Alternative Program (TAP). The motion passed; Michel abstained.

Review/Approve Draft Fiscal Year 2021 RPA 8 Transportation Planning Work Program (TPWP)

Motion by Heiar, second by Kida to open the public hearing. The motion passed unanimously. The public hearing was opened at 9:17 a.m.

Ravada stated to the Board that they have one month to review and suggest changes to the TPWP. Ravada stated there was one project added, the trail plan within Clinton County, which is part of the short range plan. Ravada requested approval to submit the TPWP to IADOT and Federal Highway.

Motion by Schloz, second by Bardgett to recommend to the RPA 8 Policy Board approval of the Draft Fiscal Year 2021 RPA 8 Transportation Planning Work Program (TPWP). The motion passed unanimously.

Motion by Kida, second by Heiar to approve the Draft Fiscal Year 2021 RPA 8 Transportation Planning Work Program (TPWP). The motion passed unanimously.

Review/Approve Draft Fiscal Year 2021 RPA 8 Public Involvement Policy 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 Schloz, second by Bardgett to recommend to the RPA 8 Policy Board the Draft Fiscal Year 2021 RPA 8 Public Involvement Policy Plan (PIP). The motion passed unanimously.

Motion by Kida, second by Heiar to approve the Draft Fiscal Year 2021 RPA 8 Public Involvement Policy Plan (PIP). The motion passed unanimously.

Review/Approve Draft Fiscal Year 2021 RPA 8 Limited English Proficiency 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 Schloz, second by Bardgett to recommend to the RPA 8 Policy Board approval of the Draft Fiscal Year 2021 RPA 8 Limited English Proficiency Plan. The motion passed unanimously.

Motion by Kida, second by Heiar to approve the Draft Fiscal Year 2021 RPA 8 Limited English Proficiency Plan. The motion passed unanimously.

Review/Approve Draft Fiscal Year 2021 RPA 8 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 Willey, second by Heiar to close the public hearing. The motion passed unanimously. The public hearing was closed at 8:50 a.m.

Motion by Schloz, second by Bardgett to recommend to the RPA 8 Policy Board approval of the Draft Fiscal Year 2021 RPA 8 Title VI Non-Discrimination Program Plan. The motion passed unanimously.

Motion by Kida, second by Heiar to approve the Draft Fiscal Year 2021 RPA 8 Title VI Non-Discrimination Program Plan. The motion passed unanimously.

Comments from the public

There was no public present or written comments received.

Other Business and Announcements

Discussion happened about the road use tax fund and how the current situation happening within the world is affecting traffic, which will ultimately affect the road use tax funds.

Adjournment

Motion by Schloz, second by Vick to adjourn the Thursday, March 26, 2020 RPA Technical Advisory Board meeting. The motion passed unanimously. The meeting adjourned at 9:31 a.m.

Motion by Kida, second by Gaul to adjourn the Thursday, March 26, 2020 RPA Policy Board meeting. The motion passed unanimously. The meeting adjourned at 9:31 a.m.

Respectfully,

Chandra Ravada
Transportation Director