

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

Date: Thursday, October 28, 2021
Time: 9:00 a.m.
Place: ECIA, 7600 Commerce Park/Zoom

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 Dave Baker)</i>	<input type="checkbox"/> Anthony Bardgett <i>Delaware County Engineer</i> <i>(proxy Jeff Madlom)</i>
<input checked="" type="checkbox"/> David Dryer <i>Engineer, Jackson County</i> <i>(proxy Jack Willey)</i>	<input checked="" type="checkbox"/> Tim Vick, (Vice-Chair)** <i>City of Manchester</i> <i>(proxy Milt Kramer)</i>	<input type="checkbox"/> Mallory Hanson(interim) <i>City of Maquoketa</i> <i>(proxy Diane Frandsen)</i>
<input checked="" type="checkbox"/> Steve Lindner <i>City of DeWitt</i>	<input checked="" type="checkbox"/> Jason Craft <i>City of Clinton</i> <i>(proxy Matt Brooke)</i>	<input checked="" type="checkbox"/> Amanda Dupont <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"/> Harley Pothoff <i>Dubuque County</i> <i>(proxy Jay Wickham)</i>	<input checked="" type="checkbox"/> Jack Willey <i>Jackson County</i> <i>(proxy David Dryer)</i>	<input 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, (Vice-Chair) <i>City of Manchester</i> <i>(proxy Tim Vick)</i>	<input checked="" type="checkbox"/> Steve Hasenmiller (interim)** <i>City of DeWitt</i> <i>(proxy Steve Lindner)</i>
<input type="checkbox"/> Don Schwenker <i>City of Maquoketa</i> <i>(proxy Mallory Hansen)</i> <i>(proxy Diane Frandsen)</i>	<input checked="" type="checkbox"/> Scott Maddasion** <i>City of Clinton</i> <i>(proxy Jason Craft)</i> <i>(proxy Matt Brooke)</i>	<input type="checkbox"/> Dave Heiar <i>Small Cities, Jackson County</i> <i>(proxy vacant)</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"/> Larry McDevitt <i>Transit Representative (RTA)</i>	<input type="checkbox"/> Kelley Deutmeyer <i>ECIA Executive Director</i>

Others Present:

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>Senior Planner</i>	<input checked="" type="checkbox"/> Chris Wesseln <i>Planner I</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 9:02 a.m.

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

Review/Approve the updated Agenda for the Thursday, October 28, 2021 Technical Advisory Board and Policy Board joint meeting

Ravada mentioned item number 8 will be dropped and added to next months agenda.

Motion by Brooke, second by Lindner from the RPA Technical Advisory Board to approve the updated agenda for the Thursday, October 28, 2021 RPA meeting. The motion passed unanimously.

Motion by Willey, second by Kida from the RPA Policy Board to approve the updated agenda for the Thursday, October 28, 2021 RPA meeting. The motion passed unanimously.

Election of Officers

Ravada stated that each year 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 officers for the RPA Policy Board are Don Thiltgen as Chair and Milt Kramer as Vice-Chair. Noting that Thiltgen has retired, and Kramer will be retiring as of December 31, 2021, therefore the board will need a appoint two new officers for the Policy board.

Discussion followed.

Motion by Lindner, second by Dupont 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 Michel, second by Determann to have Maddasion serving as Chair of the RPA Policy Board and Willey serving as the Vice-Chair of the RPA Policy Board. The motion passed unanimously.

Review/Approve the minutes and receive and file the revised secretarial notes from Thursday September 23, 2021 RPA Policy Board meeting

Motion by Dryer, second by Lindner from the RPA Technical Advisory Board to approve the minutes and receive and file the revised secretarial notes from Thursday September 23, 2021 RPA Technical Advisory Board meeting. The motion passed unanimously.

Motion by Willey, second by McDevitt from the RPA Policy Board to approve the minutes and receive and file the revised secretarial notes from Thursday September 23, 2021 RPA Policy Board meeting. The motion passed unanimously.

Review/Approve Amendment to Fiscal Year (FY) 2022 RPA 8 Transportation Planning Work Program (TPWP)

Motion by Michel, second by Kida to open the public hearing. The motion passed unanimously. The public hearing was opened at 9:19 a.m.

Ravada referred to the TPWP handout stating one of the amendments to the TPWP is funds being moved from the LRTP to the SRTP. Staff felt they would not use all the funds that were programmed for the long-range transportation planning, therefore some of the funds were moved into the short range transportation planning. Ravada stated that the City of Maquoketa requested staff to administer their Platt St BUILD grant project, that project was added to the TPWP. Staff will help with federal and state reports and draw downs for the Platt Street project.

Motion by Lindner, second by Dryer to recommend to the RPA 8 Policy Board approval of the Amendment to FY 2022 RPA 8 Transportation Planning Work Program (TPWP). The motion passed unanimously.

Motion by McDevitt, second by Pothoff to approve the Amendment to FY 2022 RPA 8 Transportation Planning Work Program (TPWP). The motion passed unanimously.

Review/Approve draft for RPA 8 2045 Long Range Transportation Plan (LRTP) Chapter 1 - Introduction

Fox referred to the handout stating the board saw this chapter at the last meeting and staff have updated the chapter based on the feed back from the board. Fox continued with summarizing the goals, objectives, and performance measures. Fox stated that members have thirty days to review the RPA LRTP 2040 Draft Chapter 1-Introduction and provide feedback to staff.

Motion by Lindner, second by Dryer to recommend to the RPA 8 Policy Board approval of the draft for RPA 8 2045 Long Range Transportation Plan (LRTP) Chapter 1 - Introduction. The motion passed unanimously.

Motion by Willey, second by Potoff to approve the draft for RPA 8 2045 Long Range Transportation Plan (LRTP) Chapter 1 – Introduction. The motion passed, Michel abstained.

**Review/Approve draft for RPA 8 2045 Long Range Transportation Plan (LRTP)
Chapter 2 – Human Environment**

Wesseln highlighted the main topics within Chapter 2-Human Environment. Wesseln 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. Wesseln stated all of these things staff look at are within the RPA 8 counties.

Motion by Lindner, second by Dryer to recommend to the RPA Policy Board approval of the draft for RPA 8 2045 LRTP Chapter 2 - Human Environment. The motion passed unanimously.

Motion by Willey, second by Pothoff to approve the RPA 8 2045 LRTP Chapter 2 - Human Environment. Motion passed unanimously.

**Review/Approve draft for RPA 8 2045 Long Range Transportation Plan (LRTP)
Chapter 10 - Financial**

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.

Motion by Willey, second by Determann to close the public hearing. The motion passed unanimously. The public hearing was closed at 9:55 a.m.

Motion by Lindner, second by Dryer to recommend to the RPA Policy Board approval of the draft for RPA 8 2045 LRTP Chapter 10 - Financial. The motion passed unanimously.

Motion by Willey, second by Pothoff to approve the RPA 8 2045 LRTP Chapter 10 - Financial. Motion passed unanimously.

Comments from the public

There was no public present or written comments received.

Other Business and Announcements

November meeting

Ravada informed the Board that the November meeting falls on Thanksgiving and suggested to push back the November meeting by one week, which will be December 2nd.

Annual meeting

Ravada reminded board of the Annual meeting on December 8th and informed the board this will only be offered virtually.

Adjournment

Motion by Dryer, second by Lindner to adjourn the Thursday, October 28, 2021 RPA Technical Advisory Board meeting. The motion passed unanimously. The meeting adjourned at 10:02 a.m.

Motion by McDevitt, second by Willey to adjourn the Thursday, October 28, 2021 RPA Policy Board meeting. The motion passed unanimously. The meeting adjourned at 10:02 a.m.

Respectfully,

Chandra Ravada
Transportation Director