

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

Date: Thursday, January 26, 2023
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>
<input type="checkbox"/> (proxy Erin George) | <input checked="" type="checkbox"/> Russell Weber
<i>Engineer, Dubuque County</i>
<input type="checkbox"/> (proxy Harley Pothoff) | <input type="checkbox"/> Rafe Koopman
<i>Delaware County Engineer</i>
<input checked="" type="checkbox"/> (proxy Jeff Madlom) |
| <input checked="" type="checkbox"/> Todd Kinney
<i>Engineer, Jackson County</i>
<input checked="" type="checkbox"/> (proxy Don Schwenker) | <input checked="" type="checkbox"/> Tim Vick, (Vice-Chair)
<i>City of Manchester</i>
<input type="checkbox"/> (proxy Connie Behnken) | <input type="checkbox"/> Josh Boldt
<i>City of Maquoketa</i>
<input type="checkbox"/> (proxy Diane Frandsen) |
| <input checked="" type="checkbox"/> Steve Lindner
<i>City of DeWitt</i> | <input checked="" type="checkbox"/> Jason Craft
<i>City of Clinton</i>
<input type="checkbox"/> (proxy Matt Brooke) | <input type="checkbox"/> Gail Kuhle
<i>Regional Transit Authority</i>
<input checked="" type="checkbox"/> (proxy Stacie Scott) |
| <input type="checkbox"/> Dennis Hart | <input type="checkbox"/> Randy Zobrist
<i>Clinton MTA Riverbend Transit</i> | <input checked="" type="checkbox"/> Kelley Deutmeyer
<i>ECIA Executive Director</i>
<input type="checkbox"/> (proxy Holly McPherson) |

Policy Board Members Present:

- | | | |
|---|---|--|
| <input checked="" type="checkbox"/> Wayne Kenniker
<i>Dubuque County</i>
<input type="checkbox"/> (proxy Harley Pothoff) | <input checked="" type="checkbox"/> Don Schwenker
<i>Jackson County</i>
<input checked="" type="checkbox"/> (proxy Todd Kinney) | <input checked="" type="checkbox"/> Jeff Madlom (vice-chair)
<i>Delaware County</i>
<input type="checkbox"/> (proxy Rafe Koopman) |
| <input type="checkbox"/> Erin George
<i>Clinton County</i>
<input checked="" type="checkbox"/> (proxy Todd Kinney) | <input type="checkbox"/> Connie Behnken
<i>City of Manchester</i>
<input checked="" type="checkbox"/> (proxy Tim Vick) | <input checked="" type="checkbox"/> Steve Hasenmiller
<i>City of DeWitt</i>
<input checked="" type="checkbox"/> (proxy Steve Lindner) |
| <input type="checkbox"/> Tom Messerli
<i>City of Maquoketa</i>
<input type="checkbox"/> (proxy Josh Boldt) | <input checked="" type="checkbox"/> Scott Maddasion (Chair)
<i>City of Clinton</i>
<input checked="" type="checkbox"/> (proxy Jason Craft)
<input type="checkbox"/> (proxy Matt Brooke) | <input checked="" type="checkbox"/> Kelley Brown
<i>Small Cities, Jackson County</i>
<input type="checkbox"/> (proxy vacant) |
| <input checked="" type="checkbox"/> MaryAnn Knapp
<i>Small Cities, Dubuque County</i> | <input checked="" type="checkbox"/> Linda Gaul
<i>Small Cities, Delaware County</i>
<input type="checkbox"/> (proxy Donna Boss) | <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"/> Nin Flagel
<i>Transit Representative (RTA)</i> | <input checked="" type="checkbox"/> Kelley Deutmeyer
<i>ECIA Executive Director</i>
<input type="checkbox"/> (proxy Holly McPherson) |

Others Present: Mick Michel, Angie Oberbroeckling, Anthony Bardgett

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> |
|--|--|--|---|

A quorum was present. *Non-Voting Advisory Member

Call to Order

The RPA Technical Advisory Board meeting was called to order by RPA Technical Advisory Board Chair, Todd Kinney at 9:01 a.m.

The RPA Policy Board meeting was called to order by RPA Policy Board Chair, Scott Maddasion at 9:01 a.m. Introductions were made at this time.

Review/Approve the amended Agenda for the Thursday, January 26, 2023, Technical Advisory Board and Policy Board joint meeting

Motion by Lindner, second by Vick from the RPA Technical Advisory Board to approve the agenda for the Thursday, January 26, 2023, RPA meeting. The motion passed unanimously.

Motion by Madlom, second by Schwenker from the RPA Policy Board to approve the agenda for the Thursday, January 26, 2023, RPA meeting. The motion passed unanimously.

Election of Officers

Ravada stated that each year an 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 Scott Maddasion as Chair and Jack Willey as Vice-Chair. Ravada asked for a motion to keep officers as is or to appoint new officers, but stated as Jack Willey is no longer on the policy board, someone will have to volunteer or appoint a member for vice-chair position.

Motion by Lindner, second by Madlom 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 Madlom, second by Flagel to continue with Maddison serving as Chair of the RPA Policy Board. The motion passed unanimously.

Motion by Deutmeyer, second by Kinney to appoint Madlom to serve as the Vice-Chair of the RPA Policy Board. The motion passed unanimously.

Review/Approve Small City representatives for RPA 8 region

Ravada stated the small city representatives were nominated by the mayors of each county and they are as follows: Clinton County, Andrew Kida; Jackson County, Kelley Brown; Dubuque County, Mary Ann Knapp; and Delaware County, Linda Gaul.

Motion by Vick, second by Weber to recommend to the RPA 8 Policy Board approval of the Small City representatives for the RPA 8 region. The motion passed unanimously.

Motion by Schwenker, second by Madlom to approve the Small City representatives for the RPA 8 region. The motion passed unanimously.

Review/Approve amendment to RPA 8 Bylaws

Ravada stated currently the bylaws read; the representative of the cities under 5,000 population shall be chosen at a caucus of all such cities in each of the four counties and shall serve for a two-year term. The membership of the Technical Advisory Committee shall be determined by the Policy Board. Ravada stated staff would like to change the term from two years to four years.

Discussion followed.

Kinney suggested we put no limit on the four-year term.

Discussion followed.

Motion by Vick, second by Madlom to recommend to the RPA 8 Policy Board approval of the amendment to RPA 8 Bylaws. The motion passed unanimously.

Motion by Hasenmiller, second by Gaul to approve the amendment to RPA 8 Bylaws. The motion passed unanimously.

Review/Approve the minutes and receive and file the secretarial notes from Tuesday December 20, 2022, RPA Policy and Technical Advisory Board joint meeting

Motion by Vick, second by Lindner from the RPA Technical Advisory Board to approve the minutes and receive and file the secretarial notes from Tuesday December 20, 2022, RPA Technical Advisory Board meeting. The motion passed unanimously.

Motion by Schwenker, second by Knapp from the RPA Policy Board to approve the minutes and receive and file the secretarial notes from Tuesday December 20, 2022, RPA Policy Board meeting. The motion passed unanimously.

Review/Approve Surface Transportation Block Grant Program (STBG) project applications for Federal Fiscal Year 2024-2027 from RPA 8 members

Ravada referred to the handout showing the projects of each member. Ravada stated the balances by the end of FY 2027 are as followed:

- Clinton County-\$505,264.00
- City of Clinton-\$1,087,964.00
- City of Dewitt-\$0
- Delaware County-\$1,059,130.00
- City of Manchester-\$0
- Dubuque County-\$1,336,699.00
- Jackson County-\$1,208,544.00
- City of Maquoketa-\$165,152.00
- Small Cities-\$691,813.00

Ravada suggested the Board members to review their budget to see if they have any projects they would like included for STBG projects for FFY 2024-2027.

Discussion followed.

Motion by Vick, second by Weber to recommend to the RPA 8 Policy Board approval of the Surface Transportation Block Grant Program (STBG) project applications for Federal Fiscal Year 2024-2027 from RPA 8 members. The motion passed unanimously.

Motion by Schwenker, second by Kenniker to approve the Surface Transportation Block Grant Program (STBG) project applications for Federal Fiscal Year 2024-2027 from RPA 8 members. The motion passed unanimously.

Review/Approve City of Luxemburg's request for \$90,000 in Small City Surface Transportation Block Grant (STBG) funds for IA 3 improvements with IADOT

Shea informed the board the project is a resurfacing project on IA 3 to 52 North. Scheduled to go to letting in December '23. Currently the responsibility for the City of Luxemburg is a total of \$126,000.00. Oberbroeckling requested \$90,000.00 to put towards this project. The City of Luxemburg is planning on applying for the RCTP funds for \$25,000.00 and then the remaining funds will be paid by the City of Luxemburg. Oberbroeckling asked for the RPA board's support.

Discussion followed.

Motion by Deutmeyer, second by Madlom to recommend to the RPA 8 Policy Board approval of the City of Luxemburg's request for \$90,000.00 in Small City Surface Transportation Block Grant (STBG) funds for IA 3 improvements with IADOT. The motion passed unanimously.

Motion by Knapp, second by Kinney to approve the City of Luxemburg's request for \$90,000.00 in Small City Surface Transportation Block Grant (STBG) funds for IA 3 improvements with IADOT. The motion passed unanimously.

Approve funding for RCTP program for FY26 & 27 and open application process for Small City Surface Transportation Block Grant Program (STBG) for RPA 8 region for Federal Fiscal Year 2027

Ravada stated, currently RPA 8 has \$300,000.00 for FY27 in STBG funds for the small cities. Ravada stated the Board has the decision to open the application process for small cities to utilize the current funding or wait another year and let the funds grow.

Motion by Lindner, second by Weber to recommend to the RPA 8 Policy Board to approve funding for RCTP program for FY26 & 27 and open application process for Small City Surface Transportation Block Grant Program (STBG) for RPA 8 region for Federal Fiscal Year 2027. The motion passed unanimously.

Motion by Gaul, second by Brown to approve funding for RCTP program for FY26 & 27 and open application process for Small City Surface Transportation Block Grant Program (STBG) for RPA 8 region for Federal Fiscal Year 2027. The motion passed unanimously.

Review/Approve Amendments to Federal Fiscal Year (FFY) 2022-2025 RPA 8 Transportation Improvement Program (TIP)

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

Ravada referred to the TIP handout stating the amendments to the TIP are:

- City of Clinton, on Manufacturing Dr and Bluff Boulevard from US Highway 30 to 7th Avenue North; grade and pave, PCC pavement, Engineering design, right of way, environmental assessment, and outside services engineering
- IA DOT, IA64 Stream 0.1 mi W of Co Rd E29; bridge deck overlay

Motion by Knapp, second by Kenniker to close the public hearing. The motion passed unanimously. The public hearing was opened at 9:56 a.m.

Motion by Vick, second by Madlom to recommend to the RPA 8 Policy Board approval of the Amendments to FFY 2022-2025 RPA 8 Transportation Improvement Program (TIP). The motion passed unanimously.

Motion by Kida, second by Flagel to approve the Amendments to FFY 2022-2025 RPA 8 Transportation Improvement Program (TIP). The motion passed unanimously.

Discuss planning tasks for FY 2024 Transportation Planning Work Program (TPWP)

Ravada asked for suggestions from the Board on any recommendations for the TPWP. Ravada stated RPA staff will be focused on the SS4A grant.

Discussion followed.

Ravada requested the Board to give changes or recommendations to staff via email.

Comments from the public

Michel asked the board to place on the agenda for the next meeting a letter of support for the RAISE grant for the City of Dyersville.

Other Business and Announcements

RCTP training

Fox stated that this training is happening January 26th at 1pm. It is an online training.

Public Input meetings

Fox stated in Dubuque County they will be conducting a public input meeting on Tuesday January 31st for the Bike and ped plan and Prescott Elementary School. The second meeting is on Wednesday February 1st at the Dyersville Social Center.

Adjournment

Motion by Madlom, second by Weber to adjourn the Thursday, January 26, 2023, RPA Technical Advisory Board meeting. The motion passed unanimously. The meeting was adjourned at 10:10 a.m.

Motion by Kenniker, second by Gaul to adjourn the Thursday, January 26, 2023, RPA Policy Board meeting. The motion passed unanimously. The meeting was adjourned at 10:10 a.m.

Respectfully,

Chandra Ravada
Transportation Director