

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

Date: Thursday, January 23, 2025
Time: 9:00 a.m.
Place: Zoom

Technical Advisory Board Members Present:

Todd Kinney, (Chair)
Engineer, Clinton County
 (proxy Erin George)

Jayden Scheckel
Engineer, Jackson County
 (proxy Don Schwenker)

Steve Lindner
City of DeWitt

Dennis Hart

Russell Weber
Engineer, Dubuque County
 (proxy Harley Pothoff)

Tim Vick, (Vice-Chair)
City of Manchester
 (proxy Connie Behnken)

Jason Craft
City of Clinton
 (proxy Matt Brooke)

Randy Zobrist
Clinton MTA Riverbend Transit

Rafe Koopman
Delaware County Engineer
 (proxy Jeff Madlom)

Josh Boldt
City of Maquoketa
 (proxy Diane Frandsen)

Gail Kuhle
Regional Transit Authority
 (proxy Stacie Scott)

Vacant
ECIA Executive Director
 (proxy Holly McPherson)

Policy Board Members Present:

Wayne Kenniker
Dubuque County
 (proxy Harley Pothoff)

Erin George
Clinton County
 (proxy Todd Kinney)

Tom Messerli
City of Maquoketa
 (proxy Josh Boldt)

MaryAnn Knapp
Small Cities, Dubuque County
 (proxy Andy Katrichis)

Hector Torres-Cacho*
IA DOT

Don Schwenker
Jackson County
 (proxy Jayden Scheckel)

Connie Behnken
City of Manchester
 (proxy Tim Vick)

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

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

Nin Flagel
Transit Representative (RTA)

Jeff Madlom (vice-chair)
Delaware County
 (proxy Rafe Koopman)

Steve Hasenmiller
City of DeWitt
 (proxy Steve Lindner)

Kelley Brown
Small Cities, Jackson County
 (proxy vacant)

Andrew Kida
Small Cities, Clinton County

Vacant
ECIA Executive Director
 (proxy Holly McPherson)

Others Present: Ed Raber

Staff Present:

Chandra Ravada
Transportation Director

Sarah Berning
Project Services Manager

Dan Fox
Senior Planner

Jack Studier
Planner

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 member, Connie Behnken at 9:01 a.m. Introductions were made at this time.

Review/Approve the Agenda for the Thursday, January 23, 2025 Technical Advisory Board and Policy Board joint meeting

Motion by Koopman, second by Lindner from the RPA Technical Advisory Board to approve the agenda for Thursday, January 23, 2025, RPA meeting. The motion passed unanimously.

Motion by Kida, second by Brooke from the RPA Policy Board to approve the agenda for Thursday, January 23, 2025, RPA meeting. The motion passed unanimously.

Election of Officers

Ravada stated that each year an election of officers should be held. Ravada 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 Jeff Madlom as Vice- Chair. Ravada asked for a motion to keep officers as is or to appoint new officers.

Motion by Koopman, second by Lindner 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 Flagel, second by Kida to continue with Maddasion serving as Chair of the RPA Policy Board and Madlom serving as the Vice-Chair of the RPA Policy Board. The motion passed unanimously.

Review/Approve the minutes and receive and file the secretarial notes from Thursday October 31, 2024 RPA Technical Advisory Board and Policy Board joint meeting

Motion by McPherson, second by Koopman from the RPA Technical Advisory Board to approve the minutes and receive and file the secretarial notes from Thursday October 31, 2024 RPA Technical Advisory Board meeting. The motion passed unanimously.

Motion by Kenniker, second by Kida from the RPA Policy Board to approve the minutes and receive and file the secretarial notes from Thursday October 31, 2024 RPA Policy Board meeting. The motion passed unanimously.

Approve to receive the Surface Transportation Block Grant Program (STBG) project applications for Federal Fiscal Year 2026-2029 from RPA 8 members

Ravada referred to the handout showing the projects of each member. Ravada stated the balances by the end of FY 2029 are as followed:

- Clinton County-\$808,325.00
- City of Clinton-\$505,604.00
- City of Dewitt-\$499,351.00
- Delaware County-\$425,727.00
- City of Manchester-\$281,994.00
- Dubuque County-\$2,117,160.00
- Jackson County-\$411,799.00
- City of Maquoketa-\$393,479.00
- Small Cities-\$280,076.00

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 2026-2029.

Motion by Vick, second by Lindner to recommend to the RPA 8 Policy Board approval to receive the Surface Transportation Block Grant Program (STBG) project applications for Federal Fiscal Year 2026-2029 from RPA 8 members. The motion passed unanimously.

Motion by Flagel, second by Kenniker to approve the receipt of the Surface Transportation Block Grant Program (STBG) project applications for Federal Fiscal Year 2026-2029 from RPA 8 members. The motion passed unanimously.

Review/Approve the release of Federal Fiscal Year (FFY) 2026-2029 RPA 8 Transportation Alternative SET – ASIDE Program (TA SET – ASIDE) applications

Ravada stated within the budget there is \$472,900 for the Transportation Alternative SET – ASIDE Program. Ravada requested the board to open the application process so staff can start receiving applications for this program. Ravada stated the cap for this program is \$250,000, therefore the program can accept two applications.

Motion by Lindner, second by Brooke to recommend to the RPA Policy Board approval of the release of Federal Fiscal Year (FFY) 2026-2029 RPA 8 Transportation Alternative SET – ASIDE Program (TA SET – ASIDE) applications. The motion passed unanimously.

Motion by Kida, second by Kenniker to approve the release of Federal Fiscal Year (FFY) 2026-2029 RPA 8 Transportation Alternative SET – ASIDE Program (TA SET – ASIDE) applications. The motion passed unanimously.

Review/Approve revision to Rural County Transportation Program (RCTP) Scoring Criteria: Removal of Local Match Points

Fox went over the current criteria for scoring RCTP applications and stated currently there are five categories with 20 points for each category. Staff are proposing removing the local match criteria and having only four categories worth 25 points for each category; traffic, safety, community support, and existing conditions.

Fox stated staff met with cities and there was input from the cities. From the input gathered from the meetings, Fox stated the proposed scoring criteria are as follows, removing the local match and redistributing the 20 points evenly to the remaining four categories. Staff also recommend updating the safety category. Previously, extra points were rewarded for safe routes to school projects. Staff recommend replacing SRTS points with a broader evaluation of additional safety benefits, points will be awarded to projects with safety benefits not directly related to the school and are not accounted for in the benefit cost analysis. The final proposed criteria are to adopt an optional federal functional classification category. The category would be awarded up to 10 points based on a projects Federal Functional Classification (FFC). Projects classified as major or minor collectors would receive 5 points, while those classified as minor or principal arterials would receive 10 points.

Koopman stated his understanding of the program is to help cities that do not have other sources of funding get funding to help maintain their infrastructure. Koopman feels if we add the criteria for federal functional Classification that would not allow those cities to get funding and only help the cities who already have other funding sources available to them to receive more funding.

Discussion followed.

Board members were not in favor of adding the optional federal functional classification category, as it takes away the purpose of why this program was created. The board agrees with removing the local match and implementing the safety update presented but not implementing the federal functional classification category that was presented.

Fox stated once the proposed criteria are approved, staff will be opening the RCTP program on January 30th. March 20th would be the deadline to submit applications.

Motion by Koopman, second by Weber to recommend to the RPA 8 Policy Board approval of the revision to Rural County Transportation Program (RCTP) Scoring Criteria: Removal of Local Match extra Points and updating the safety category. The motion passed unanimously.

Motion by Brooke, second by Flagel to approve the revision to Rural County Transportation Program (RCTP) Scoring Criteria: Removal of Local Match extra Points and updating the safety category. The motion passed unanimously.

Input from RPA 8 members regarding the role of the Ports of Eastern Iowa Authority group

Ravada stated he has had a lot of questions about what this group is going to do for the communities along the river. Ravada stated the group wants to hire a third-party consultant to complete a study. Staff suggestion to this group is to have the consultants compile a list of projects/needs communities along the river have and then give the list to the MPO's and RPA's so they can add them to their long-range plans to receive funding for these projects.

Discussion followed.

Board felt like they needed more information on the goals and objectives of the port group. Ravada stated if the board has any input please reach out to the supervisors who are on the port board.

Discuss planning tasks for FY 2025 Transportation Planning Work Program (TPWP)

Ravada asked the Board if there were any other tasks they would like staff to address in the FY 2025 TPWP. Ravada stated the draft of the TPWP will be completed and presented to the Board in March 2025 and the final will be completed in May 2025.

Update on the SS4A Safety Plan

Fox informed the board currently the consultant is working on the data analysis and working on locations where safety projects are needed and also project recommendations and project cost needed at those locations. Once that information is shared with staff, staff will share with the board for input. Fox also stated the timeline for the project has been pushed back due to delays. Although staff had asked the federal highway if the plan needs to be fully implemented and adopted before applying for funds. Staff are still waiting to hear back from the federal highway on how to proceed.

Comments from the public

No comments at this time.

Other Business and Announcements

Torres-Cacho informed the board that the IADOT Planning Information Meeting is scheduled for February 27, 2025.

Adjournment

Motion by Boldt, second by Brooke to adjourn the Thursday, January 23, 2025, RPA Technical Advisory Board meeting. The motion passed unanimously. The meeting adjourned at 10:09 a.m.

Motion by Kida, second by Kenniker to adjourn the Thursday, January 23, 2025, RPA Policy Board meeting. The motion passed unanimously. The meeting adjourned at 10:09 a.m.

Respectfully,

Chandra Ravada
Transportation Director