

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

**Date:** Thursday January 25, 2024  
**Time:** 9:00 a.m.  
**Place:** ECIA, 7600 Commerce Park/Zoom

**Technical Advisory Board Members Present:**

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

**Policy Board Members Present:**

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

**Others Present:**

**Staff Present:**

- |  |  |  |  |
|--|--|--|--|
| <input checked="" type="checkbox"/> Chandra Ravada<br><i>Transportation Director</i> | <input checked="" type="checkbox"/> Sarah Berning<br><i>Project Services Manager</i> | <input checked="" type="checkbox"/> Dan Fox<br><i>Senior Planner</i> | <input checked="" type="checkbox"/> Jack Studier<br><i>Planner</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 9:00 a.m.

The RPA Policy Board meeting was called to order by RPA Policy Board Vice-Chair, Jeff Madlom at 9:00 a.m. Introductions were made at this time.

## **Review/Approve the Agenda for the Thursday January 25, 2024, Technical Advisory Board and Policy Board joint meeting**

Motion by McPherson, second by Lindner from the RPA Technical Advisory Board to approve the agenda for the Thursday, January 25, 2024, RPA meeting. The motion passed unanimously.

Motion by Schwenker, second by Knapp from the RPA Policy Board to approve the agenda for the Thursday, January 25, 2024, 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 Jeff Madlom as Vice- Chair. Ravada asked for a motion to keep officers as is or to appoint new officers.

Motion by Lindner, second by Weber 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 McPherson 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 revised secretarial notes from Tuesday December 5, 2023, RPA Policy and Technical Advisory Board joint meeting**

Motion by Kuhle, second by McPherson from the RPA Technical Advisory Board to approve the minutes and receive and file the revised secretarial notes from Tuesday December 5, 2023, RPA Technical Advisory Board meeting. The motion passed unanimously.

Motion by Schwenker, second by McPherson from the RPA Policy Board to approve the minutes and receive and file the revised secretarial notes from Tuesday December 5, 2023, RPA Policy Board meeting. The motion passed unanimously.

**Approve to receive the Surface Transportation Block Grant Program (STBG) project applications for Federal Fiscal Year 2025-2028 from RPA 8 members**

Ravada referred to the handout showing the projects of each member. Ravada stated the balances by the end of FY 2028 are as followed:

- Clinton County-\$419,948.00
- City of Clinton-\$217,753.00
- City of Dewitt-\$345,359.00
- Delaware County-\$1,723,784.00
- City of Manchester-\$140,541.00
- Dubuque County-\$1,498,133.00
- Jackson County-\$1,515,639.00
- City of Maquoketa-\$170,889.00
- Small Cities-\$160,063.00

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 2025-2028.

Ravada reviewed the small city funding, stating balance at the end of FY'2028 is \$160,000.00

Discussion followed.

Motion by Kuhle, second by Weber to recommend to the RPA 8 Policy Board approval to receive the Surface Transportation Block Grant Program (STBG) project applications for Federal Fiscal Year 2025-2028 from RPA 8 members. The motion passed unanimously.

Motion by Flagel, second by Knapp to approve the receival Surface Transportation Block Grant Program (STBG) project applications for Federal Fiscal Year 2025-2028 from RPA 8 members The motion passed unanimously.

**Review/Approve the release of Federal Fiscal Year (FY) 2024-2028 DMATS Transportation Alternative Program (TAP) applications**

Ravada reminded the board that at the October meeting the TAP application process was open to receive applications. Ravada stated staff did not receive any applications at this time,

therefore staff are requesting the board to open the application process again and add FY'28 to increase the pot of funds and in hopes to receive applications. Ravada stated members have five weeks to submit applications.

Discussion followed.

Motion by Bolt, second by Weber to recommend to the RPA & Policy Board approval of the release of Federal Fiscal Year (FFY) 2024-2028 DMATS Transportation Alternative Program (TAP) applications. The motion passed unanimously.

Motion by Schwenker, second by Flagel to approve the release of Federal Fiscal Year (FFY) 2024-2028 DMATS Transportation Alternative Program (TAP) applications. 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.

Discussion followed.

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

### **Comments from the public**

No comments were made by the public.

### **Other Business and Announcements**

#### **RCTP training**

Fox stated that this training is happening January 25<sup>th</sup> at 1pm. It is an online training. Applications are due March 14<sup>th</sup>.

#### **SS4A**

Fox stated this has been kicked into high gear and informed board to be on the look out for information.

### **Adjournment**

Motion by Weber, second by Koopman to adjourn the Thursday, January 25, 2024, RPA Technical Advisory Board meeting. The motion passed unanimously. The meeting was adjourned at 9:21 a.m.

Motion by Knapp, second by Schwenker to adjourn the Thursday, January 25, 2024, RPA Policy Board meeting. The motion passed unanimously. The meeting was adjourned at 9:21 a.m.

Respectfully,

Chandra Ravada  
Transportation Director