

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

Date: Thursday, March 22, 2018
Time: 9:00 a.m.
Place: ECIA, 7600 commerce Park, Dubuque, Iowa 52002

Policy Board Members Present:

Daryl Klein**
Dubuque County
(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)

Mark Vulich
City of Clinton
(proxy Jason Craft)

Vacant
Small Cities, Jackson County

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
ECIA Planner

A quorum was present. *Non-Voting Advisory Member **Voting Member by Proxy *** Voting by phone

Call to Order

The RPA Policy Board meeting was called to order by RPA Policy Board Vice-Chair, Milt Kramer at 9:08 a.m. Introductions were made at this time.

Review/Approve the Agenda for the Thursday, March 22, 2018 Policy Board meeting

Smith joined the meeting at 9:09 a.m.

Motion by Kinney, second by Lindner from the RPA Policy Board to approve the agenda for the Thursday, March 22, 2018 RPA meeting. The motion passed unanimously.

Review/Approve the minutes and receive and file the secretarial notes from Thursday February 22, 2018 RPA Technical Advisory Board and Policy Board meeting

Motion by Michel, second by Kinney from the RPA Policy Board to approve the minutes and receive and file the secretarial notes from the Thursday February 22, 2018 RPA Policy Board meeting. The motion passed unanimously.

Review/Approve Draft to Fiscal Year 2019 RPA 8 Transportation Planning Work Program (TPWP)

Motion by Michel, second by Lindner to open the public hearing. The motion passed unanimously. The public hearing was opened at 9:10 a.m.

Ravada referred to the enclosure informing the Board that they have 30 days to review and comment on the draft to fiscal year 2019 RPA 8 TPWP.

Motion by Michel, second by Kinney to approve the Draft to Fiscal Year 2019 RPA 8 Transportation Planning Work Program (TPWP). The motion passed unanimously.

Review/Approve Amendments to Fiscal Year 2018-2021 RPA 8 Transportation Improvement Program (TIP)

Ravada referred to the TIP handout explaining the amendments to the TIP:

- Item #41-Clinton County, on Z36, over small stream, in S14 T82 RE5, bridge replacement; updated cost of project
- Item #42-Clinton County, on Seven Day Rd, over Silver Creek (west), SO to R00, bridge new; moved to FY19

- Item #59-Jackson County, on Rivervue Trail from intersection of 395th Ave and existing trail to Spruce Creek Campground, pedestrian/bike grade and pave; moved to FY19
- Item #60-Dubuque County, in the City of Dyersville, 3rd St Southwest Bridge trail crossing over Bear Creek, pedestrian/bike paving; description change

Kinney questioning item number 42, due to the fact that the project has already been completed.

Ravada stated he would check with the IADOT for clarification.

Motion by Michel, second by Kinney to close the public hearing. The motion passed unanimously. The public hearing was closed at 9:15 a.m.

Motion by Michel, second by Kinney to approve the amendments to Fiscal Year 2018-2021 RPA 8 Transportation Improvement Program (TIP). The motion passed unanimously.

Review/Approve RPA 8 Small City Surface Transportation Block Grant (STBG) program projects for Federal Fiscal Year 2022

Ravada stated for FY22 the balance for Small City funds is, \$267,157.00. Ravada requested the Board to approve opening the application process for STBG projects. Ravada stated he has received a couple of calls from small cities with projects they need help funding.

Kinney asked for clarification on exact amount of funding for STBG funds.

Ravada stated the balance available for FY22 is \$267,157.00.

Motion by Kinney, second by Lindner to approve the RPA 8 Small City Surface Transportation Block Grand (STBG) program projects for Federal Fiscal Year 2022. The motion passed unanimously.

Comments from the public

There was no public present or written comments received.

Other Business and Announcements

Members balance sheets

Ravada stated he will be handing out balance sheets to members. Ravada reminded members to provide him with their projects for FY19. Ravada also stated when programming projects for FY19 to make sure those projects will be completed within FY19. Also if planning on swapping projects within FY19, those projects need to be completed within FY19.

Kinney asked where he could find the guidelines for swapping funds.

Shea stated the guidelines are located on the local systems website.

Discussion followed.

Adjournment

Motion by Michel, second by Lindner to adjourn the Thursday, March 22, 2108 RPA Policy Board meeting. The motion passed unanimously. The meeting adjourned at 9:26 a.m.

Respectfully,

Chandra Ravada
Transportation Director