

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

Date: Thursday, June 27, 2024
Time: 9:00 a.m.
Place: ECIA, 7600 Commerce Park/Zoom

Technical Advisory Board Members Present:

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

Russell Weber
Engineer, Dubuque County
 (proxy Harley Pothoff)

Rafe Koopman
Delaware County Engineer
 (proxy Jeff Madlom)

Todd Kinney
Engineer, Jackson County
 (proxy Don Schwenker)

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

Josh Boldt
City of Maquoketa
 (proxy Diane Frandsen)

Steve Lindner
City of DeWitt

Jason Craft
City of Clinton
 (proxy Matt Brooke)

Gail Kuhle
Regional Transit Authority
 (proxy Stacie Scott)

Dennis Hart

Randy Zobrist
Clinton MTA Riverbend Transit

Vacant
ECIA Executive Director
 (proxy Holly McPherson)

Policy Board Members Present:

Wayne Kenniker
Dubuque County
 (proxy Harley Pothoff)

Don Schwenker
Jackson County
 (proxy Todd Kinney)

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

Erin George
Clinton County
 (proxy Todd Kinney)

Connie Behnken
City of Manchester
 (proxy Tim Vick)

Steve Hasenmiller
City of DeWitt
 (proxy Steve Lindner)

Tom Messerli
City of Maquoketa
 (proxy Josh Boldt)

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

Kelley Brown
Small Cities, Jackson County
 (proxy vacant)

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

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

Andrew Kida
Small Cities, Clinton County

Sam Shea*
IA DOT

Nin Flagel
Transit Representative (RTA)

Vacant
ECIA Executive Director
 (proxy Holly McPherson)

Others Present: Mick Michel

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 9:02 a.m.

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

Review/Approve the amended Agenda for the Thursday, June 27, 2024 Technical Advisory Board and Policy Board joint meeting

Motion by Koopman, second by Weber from the RPA Technical Advisory Board to approve the amended agenda for the Thursday, June 27, 2024, RPA meeting. The motion passed unanimously.

Motion by Gaul, second by Flagel from the RPA Policy Board to approve the amended agenda for the Thursday, June 27, 2024, RPA meeting. The motion passed unanimously.

Review/Approve the minutes and receive and file the secretarial notes from Thursday May 23, 2024 RPA Technical Advisory Board and Policy Board joint meeting

Motion by Koopman, second by Weber from the RPA Technical Advisory Board to approve the minutes and receive and file the secretarial notes from Thursday May 23, 2024 RPA Technical Advisory Board meeting. The motion passed unanimously.

Motion by Gaul, second by Schwenker from the RPA Policy Board to approve the minutes and receive and file the secretarial notes from Thursday May 23, 2024 RPA Policy Board meeting. The motion passed unanimously.

Review/Approve Final Federal Fiscal Year 2025-2028 RPA 8 Transportation Improvement Program (TIP)

Motion by Gaul, second by Flagel to open the public hearing. The motion passed unanimously. The public hearing was opened at 9:05 a.m.

Ravada referred to the TIP, stating minor changes were made to the TIP. Received a note from the IADOT to add language on public participation process. Ravada requested the board to look through the projects programmed in the TIP and contact him if there are any updates on the projects.

Motion by Lindner, second by Boldt to recommend to the RPA 8 Policy Board approval of the Final Federal Fiscal Year 2025-2028 RPA 8 Transportation Improvement

Program (TIP). The motion passed unanimously.

Motion by Schwenker, second by Kida to approve the Final Federal Fiscal Year 2025-2028 RPA 8 Transportation Improvement Program (TIP). The motion passed unanimously.

Review/Approve Final Fiscal Year 2024 RPA 8 Public Involvement Policy (PIP) Plan

Ravada referred to the PIP stating minor changes were made, staff added language about hybrid meeting process. Ravada stated upon approval the final fiscal year RPA 8 PIP will be submitted to the DOT.

Motion by Koopman, second by Weber to recommend to the RPA 8 Policy Board approval of the Final Fiscal Year 2024 RPA Public Involvement Policy (PIP) Plan. The motion passed unanimously.

Motion by Behnken, second Gaul to approve the Final Fiscal Year 2024 RPA 8 Public Involvement Policy (PIP) Plan. The motion passed unanimously.

Review/Approve Final Fiscal Year 2024 RPA 8 Limited English Proficiency (LEP) Plan

Ravada referred to the handout stating this is the final RPA 8 Limited English Proficiency Plan. Staff did not receive any input from the public or other agencies. Ravada stated there were no changes made to the document from the draft to the final. Ravada requested the Boards approval of the final fiscal year 2024 RPA 8 Limited English Proficiency Plan

Motion by Weber, second by Koopman to recommend to the RPA 8 Policy Board approval of the Final Fiscal Year 2024 RPA 8 Limited English Proficiency (LEP) Plan. The motion passed unanimously.

Motion by Schwenker, second by George to approve the Final Fiscal Year 2024 RPA 8 Limited English Proficiency (LEP) Plan. The motion passed unanimously.

Review/Approve Final Fiscal Year 2024 RPA 8 Title VI Non-Discrimination Program Plan

Ravada referred to the Title VI Non-Discrimination Program Plan handout stating there was no input received from public, and no changes made to the document from the draft to the final. Ravada stated upon approval the final fiscal year 2024 RPA 8 Title VI Non-Discrimination Program Plan will be submitted to the DOT's.

Motion by Flagel, second by Gaul to close the public hearing. The motion passed unanimously. The public hearing was closed at 9:09 a.m.

Motion by Koopman, second by Weber to recommend to the RPA 8 Policy Board approval of the Final Fiscal Year 2024 RPA 8 Title VI Non-Discrimination Program Plan. The motion passed unanimously.

Motion by Gaul, second by George to approve the Final Fiscal Year 2024 RPA 8 Title VI Non-Discrimination Program Plan. The motion passed unanimously.

Review/Approve changes to Rural County Transportation Program (RCTP) ranking process

Fox updated the board on how the ranking process is currently. Fox stated there is an issue they have been made aware of with the local match points. Currently the projects get ranked out of 100 and local matches are 20 of those 100 points. So, cities have to have a 20% local match for their projects to rank well within the ranking process and if they have more than 20%, they receive more points. The problem with this is when cities are submitting their applications for RCTP projects they are committing to the local match needed to rank well, but when it comes to implementing the project, the cities do not have the local match to put towards the project and request extensions on the project. The problem is when you the money needs to be spent within the fiscal year and if they request an extension then it's up to the county to float the money to these cities so they can complete their project and that is becoming an issue with the counties, as this is becomes a budgeting problem for the counties. So, the county is asking if the RPA can look at the local match piece of the ranking process to address this issue.

Discussion followed.

Kinney proposed that the extra points for more than 20% match is removed from the process and distributed to other criteria, but the 20% match requirement stays.

Discussion followed.

Ravada suggested staff update the ranking process and also take the process to the clerks meetings to get input and bring it back to the Board at the September meeting.

Motion by Koopman, second by Weber to recommend to the RPA 8 Policy Board to table the changes to Rural County Transportation Program (RCTP) ranking process until the September meeting. The motion passed unanimously.

Motion by Kida, second by Gaul to table the changes to Rural County Transportation Program (RCTP) ranking process until the September meeting. The motion passed unanimously.

Discuss changes to Small City Funding

Ravada reminded the board that in 2023 the board decided to not reimburse the counties and give the money to the small city fund that was not receiving funds due to the new transportation bill. Ravada stated staff received a request to see if counties could get reimbursed for the loss in FY24 and FY25. Ravada stated it would be approximately \$600,000 to reimburse counties. Ravada stated if counties are reimbursed it will affect the small city pot of money.

Discussion followed.

The board agreed the members don't want to take away from the small city funds because that program is important and needed.

Discussion followed.

Comments from the public

Michel commented on the discussion of small cities funds, and he appreciates the discussion and wanted to let the board know there are projects coming down and small cities are grateful for that money being available.

Other Business and Announcements

No other business at this time.

Adjournment

Motion by Koopman, second by Weber to adjourn the Thursday, June 27, 2024 RPA Technical Advisory Board meeting. The motion passed unanimously. The meeting adjourned at 10:00 a.m.

Motion by Gaul, second by Schwenker to adjourn the Thursday, June 27, 2024 RPA Policy Board meeting. The motion passed unanimously. The meeting adjourned at 10:00 a.m.

Respectfully,



Chandra Ravada
Transportation Director