

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

Date: Thursday, May 22, 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:

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 9:00 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 revised Agenda for the Thursday, May 22, 2025 Technical Advisory Board and Policy Board joint meeting

Motion by Koopman, second by Weber from the RPA Technical Advisory Board to approve the revised agenda for Thursday, May 22, 2025, RPA meeting. The agenda was revised due to the addition of an agenda item. The motion passed unanimously.

Motion by Knapp, second by Schwenker from the RPA Policy Board to approve the revised agenda for Thursday, May 22, 2025, RPA meeting. The agenda was revised due to the addition of an agenda item. The motion passed unanimously.

Review/Approve the minutes and receive and file the secretarial notes from Thursday March 27, 2025 RPA Technical Advisory Board and Policy Board joint meeting

Motion by Lindner, second by McPherson from the RPA Technical Advisory Board to approve the minutes and receive and file the secretarial notes from Thursday March 27, 2025 RPA Technical Advisory Board meeting. The motion passed unanimously.

Motion by Flagel, second by Schwenker from the RPA Policy Board to approve the minutes and receive and file the secretarial notes from Thursday March 27, 2025 RPA Policy Board meeting. The motion passed unanimously.

Review Small City Surface Transportation Block Grant (STBG) projects for Federal Fiscal Year (FFY) 2026-2029

Ravada stated the STBG application process was opened, and staff did not receive any applications. Ravada stated the funds for STBG projects are \$200,000.00. Staff suggest waiting till the next fiscal year and opening application process again for small cities to apply and the funds would be around \$400,000.00.

Review/Approve Final Fiscal Year (FY) 2026 RPA 8 Transportation Planning Work Program (TPWP)

Motion by McPherson, second by Knapp to open the public hearing. The motion passed unanimously. The public hearing was open at 9:06 a.m.

Ravada stated that staff received input from the DOT on the formatting of the budget for the TPWP. No other changes were made to the TPWP. Ravada stated the new changes will be made prior to staff submittal to IA DOT.

Motion by Koopman, second by Lindner to recommend approval to the RPA 8 Policy Board the Final Fiscal Year (FY) 2026 RPA 8 Transportation Planning Work Program (TPWP). The motion passed unanimously.

Motion by Schwenker, second by Brooke to approve the Final Fiscal Year (FY) 2026 RPA 8 Transportation Planning Work Program (TPWP). The motion passed unanimously.

Review/Approve Draft to Federal Fiscal Year (FFY) 2026-2029 RPA 8 Transportation Improvement Program (TIP)

Ravada reviewed the projects of each city and county. Ravada requested the Board to review to make sure all their projects are listed in the TIP. Ravada informed the board that there are cities and counties with a significant balance, therefore more projects will need to be programmed in the TIP to spend down funds. Ravada requested the board to send him projects that cities and counties need completed within the next five years.

Discussion followed.

Ravada informed the board that the TAP funds currently are \$1.09 million, and no TAP applications were received.

Ravada stated the board has 30 days to review and inform staff of any changes that need to be made to the TIP and any projects that will need to be added. Ravada suggested opening the TAP applications again to see if any applications come in. Ravada did suggest members spread the word that staff will be opening the TAP application process.

Discussion followed.

Motion by Schwenker, second by Knapp to close the public hearing. The motion passed unanimously. The public hearing was closed at 9:21 a.m.

Motion by Vick, second by Scheckel to recommend approval to the RPA 8 Policy Board the Drafts to Federal Fiscal Year (FFY) 2026-2029 RPA 8 Transportation Improvement Program (TIP). The motion passed unanimously.

Motion by George, second by Flagel to approve the Draft to Federal Fiscal Year (FFY) 2026-2029 RPA 8 Transportation Improvement Program (TIP). The motion passed unanimously.

Review/Approve Fiscal Year 2026 Passenger Transportation Plan (PTP)

Studier stated the PTP has been submitted to the DOT and no changes were made.

Motion by McPherson, second by Scheckel to recommend to the RPA 8 Policy Board approval of the Fiscal Year 2026 Passenger Transportation Plan (PTP). The motion passed unanimously.

Motion by Flagel, second by Knapp to approve the Fiscal Year 2026 Passenger Transportation Plan (PTP). The motion passed unanimously.

Update on Safe Routes and Streets for All Plan

Fox informed the board that currently the consultant is working on data analysis and working on locations where safety projects are needed and project recommendations and project cost needed at those locations. Once that information is shared with staff, staff will share it with the board, public and stakeholders for input. Fox went through some of the data received and stated eventually a final draft will be compiled for the plan. Fox stated at this point the work that has been completed by the consultant is to review and revise and staff are requesting feedback from the public, stakeholders and the board.

Discussion followed.

Update on Transportation Alternative Program (TAP) application

Ravada stated there is \$1.09 million for TAP projects. Ravada stated staff received no applications for this round of TAP projects. Ravada asked the board if they would like to open the application process again to hopefully receive projects. Ravada stated he is aware of some projects, but those projects need more than \$250,000, which is the cap awarded per project. Ravada asked the board if they would like to remove the cap for this round, so applicants can apply for the funding.

Discussion followed.

Update on Rural County Transportation Program projects for FY26

Fox stated that 19 applications were received. Staff received more applications requesting more funds than what is available, therefore the ranking committee ranked the projects. In order to fund all projects, some of the projects have been granted partial funds. Staff are in the process of contacting those cities to see if they will accept partial funds.

Comments from the public

No comments at this time.

Other Business and Announcements

No other business at this time.

Adjournment

Motion by McPherson, second by Lindner to adjourn the Thursday, May 22, 2025, RPA Technical Advisory Board meeting. The motion passed unanimously. The meeting adjourned at 9:53 a.m.

Motion by Kenniker, second by Schwenker to adjourn the Thursday, May 22, 2025, RPA Policy Board meeting. The motion passed unanimously. The meeting adjourned at 9:53 a.m.

Respectfully,

Chandra Ravada
Transportation Director