

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

**Date:** Thursday, August 28, 2025  
**Time:** 10:00 a.m.  
**Place:** Zoom

**Technical Advisory Board Members Present:**

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

**Policy Board Members Present:**

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

**Others Present: Mick Michel**

**Staff Present:**

<input checked="" type="checkbox"/> Chandra Ravada <i>Transportation Director</i>	<input checked="" type="checkbox"/> Sarah Berning <i>Project Services Manager</i>	<input checked="" type="checkbox"/> Dan Fox <i>Senior Planner</i>	<input checked="" type="checkbox"/> Jack Studier <i>Planner</i>
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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 10:31 a.m.

The RPA Policy Board meeting was called to order by RPA Policy Board Chair, Scott Maddasion at 10:31 a.m. Introductions were made at this time.

## **Review/Approve the Agenda for the Thursday, August 28, 2025 Technical Advisory Board and Policy Board joint meeting**

Motion by Lindner, second by Koopman from the RPA Technical Advisory Board to approve the agenda for Thursday, August 28, 2025, RPA meeting. The motion passed unanimously.

Motion by Kida, second by Madlom from the RPA Policy Board to approve the agenda for Thursday, August 28, 2025, RPA meeting. The motion passed unanimously.

## **Review/Approve the minutes and receive and file the secretarial notes from Thursday July 24, 2025 RPA Technical Advisory Board and Policy Board joint meeting**

Motion by Vick, second by Scheckel from the RPA Technical Advisory Board to approve the minutes and receive and file the secretarial notes from Thursday July 24, 2025 RPA Technical Advisory Board meeting. The motion passed unanimously.

Motion by Schwenker, second by Gaul from the RPA Policy Board to approve the minutes and receive and file the secretarial notes from Thursday July 24, 2025 RPA Policy Board meeting. The motion passed unanimously.

## **Review/Approve resolution supporting RTA's request for Federal Transit Authority's Rural Transit Assistance Program funds**

Ravada explained that the RTA is seeking funding and will submit an application for the Community Rides Grant Program. This funding aims to develop a comprehensive marketing program to address the lack of awareness surrounding RTA services, combat misconceptions that these services are only for specific riders and address the shortage of drivers. The resolution states that RPA 8 will be a key partner for the RTA in enhancing awareness of its services by providing data, assisting with survey methods, conducting data collection, and facilitating the implementation of the Community Rides Grant project.

Motion by Vick, second by Lindner to recommend approval to the RPA 8 Policy Board the resolution supporting RTA's request for Federal Transit Authority's Rural Transit Assistance Program funds. The motion passed unanimously.

Motion by Flagel, second by Madlom to approve the resolution supporting RTA's request for Federal Transit Authority's Rural Transit Assistance Program funds. The motion passed unanimously.

### **Review/Approve the ranking criteria for the RPA 8 Transportation Alternative funding program**

Fox went over the ranking criteria for the RPA TAP funds. Fox stated due to past discussions staff added points for network expansion. The project needs to show that it expands the regional network by adding a new facility, or does it replace or reconstruct an existing facility.

Discussion followed.

Fox stated the network expansion criteria description will be added to the regional impact criteria, but the points for regional impact will stay the same.

Motion by Koopman, second Scheckel recommend to the RPA 8 Policy Board the ranking criteria for the RPA 8 Transportation Alternative funding program with changes. The motion passed unanimously.

Motion by Madlom, second by Gaul to approve the ranking criteria for the RPA 8 Transportation Alternative funding program with changes. The motion passed unanimously.

### **Review/Approve the subcommittee for ranking RPA 8 Transportation Alternative Funding Applications**

Ravada stated there are 5 applications received for TAP funds. Ravada stated that a subcommittee needs to be formed to rank the TAP applications. The subcommittee is made up of engineers and city representatives.

Ravada confirmed the board members that volunteered to be on the subcommittee. The five board members who volunteered were Weber, Koopman, Vick, Madlom, and Mickel.

Motion by Weber, second by Scheckel to recommend to the RPA 8 Policy Board the subcommittee for ranking RPA 8 Transportation Alternative Funding Applications. The motion passed unanimously.

Motion by Schwenker, second by Flagel to approve the subcommittee for ranking RPA 8 Transportation Alternative Funding Applications. The motion passed unanimously.

### **Review/Approve Small City representatives for RPA 8**

Ravada stated the small city representatives were nominated by the mayors of each county and they are as follows: Clinton County, Andrew Kida; Jackson County, Kelley Brown; Delaware County, Linda Gaul. Ravada stated the Dubuque County mayors have not appointed a new small city representative but plan to appoint someone at the next mayors meeting.

Motion by Lindner, second by Boldt to recommend to the RPA 8 Policy Board approval of the Small City representatives for the RPA 8 region. The motion passed unanimously.

Motion by Schwenker, second by Gaul to approve the Small City representatives for the RPA 8 region. The motion passed unanimously.

### **Comments from the public**

No comments at this time.

### **Other Business and Announcements**

#### **IADOT meeting**

Ravada informed the board that on October 14<sup>th</sup> the IADOT meeting will be in Clinton at Eagle Point Lodge.

### **Adjournment**

Motion by Kuhle, second by Scheckel to adjourn the Thursday, August 28, 2025, RPA Technical Advisory Board meeting. The motion passed unanimously. The meeting adjourned at 10:34 a.m.

Motion by Flagel, second by Gaul to adjourn the Thursday, August 28, 2025, RPA Policy Board meeting. The motion passed unanimously. The meeting adjourned at 10:34 a.m.

Respectfully,

Chandra Ravada  
Transportation Director