

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

Date: Thursday, January 27, 2022
Time: 9:00 a.m.
Place: ECIA, 7600 Commerce Park/Zoom

Technical Advisory Board Members Present:

<input checked="" type="checkbox"/> Todd Kinney, (Chair) <i>Engineer, Clinton County</i> <input checked="" type="checkbox"/> (proxy Tom Determann)	<input checked="" type="checkbox"/> Anthony Bardgett <i>Engineer, Dubuque County</i> <input checked="" type="checkbox"/> (proxy Harley Pothoff)	<input checked="" type="checkbox"/> Anthony Bardgett <i>Delaware County Engineer</i> <input checked="" type="checkbox"/> (proxy Jeff Madlom)
<input checked="" type="checkbox"/> David Dryer <i>Engineer, Jackson County</i> <input checked="" type="checkbox"/> (proxy Jack Willey)	<input checked="" type="checkbox"/> Tim Vick, (Vice-Chair) <i>City of Manchester</i> <input type="checkbox"/> (proxy Connie Behnken)	<input checked="" type="checkbox"/> Josh Boldt <i>City of Maquoketa</i> <input type="checkbox"/> (proxy Diane Frandsen)
<input checked="" type="checkbox"/> Steve Lindner <i>City of DeWitt</i>	<input checked="" type="checkbox"/> Jason Craft <i>City of Clinton</i> <input type="checkbox"/> (proxy Matt Brooke)	<input checked="" type="checkbox"/> Amanda Dupont <i>Regional Transit Authority (RTA)</i>
<input type="checkbox"/> Dennis Hart <i>Clinton MTA</i>	<input type="checkbox"/> Randy Zobrist <i>Riverbend Transit</i>	<input checked="" type="checkbox"/> Kelley Deutmeyer <i>ECIA Executive Director</i>

Policy Board Members Present:

<input checked="" type="checkbox"/> Harley Pothoff <i>Dubuque County</i> <input checked="" type="checkbox"/> (proxy Jay Wickham)	<input checked="" type="checkbox"/> Jack Willey (Vice-Chair) <i>Jackson County</i> <input checked="" type="checkbox"/> (proxy David Dryer)	<input checked="" type="checkbox"/> Jeff Madlom <i>Delaware County</i> <input checked="" type="checkbox"/> (proxy Anthony Bardgett)
<input checked="" type="checkbox"/> Tom Determann <i>Clinton County</i> <input checked="" type="checkbox"/> (proxy Todd Kinney)	<input type="checkbox"/> Connie Behnken <i>City of Manchester</i> <input checked="" type="checkbox"/> (proxy Tim Vick)	<input checked="" type="checkbox"/> Steve Hasenmiller <i>City of DeWitt</i> <input checked="" type="checkbox"/> (proxy Steve Lindner)
<input type="checkbox"/> Tom Messerli <i>City of Maquoketa</i> <input checked="" type="checkbox"/> (proxy Josh Boldt) <input type="checkbox"/> (proxy Diane Frandsen)	<input checked="" type="checkbox"/> Scott Maddasion (Chair) <i>City of Clinton</i> <input checked="" type="checkbox"/> (proxy Jason Craft) <input type="checkbox"/> (proxy Matt Brooke)	<input checked="" type="checkbox"/> Dave Heiar <i>Small Cities, Jackson County</i> <input type="checkbox"/> (proxy vacant)
<input checked="" type="checkbox"/> Mick Michel <i>Small Cities, Dubuque County</i>	<input type="checkbox"/> Linda Gaul <i>Small Cities, Delaware County</i> <input type="checkbox"/> (proxy Donna Boss)	<input checked="" type="checkbox"/> Andrew Kida <i>Small Cities, Clinton County</i>
<input checked="" type="checkbox"/> Sam Shea* <i>IA DOT</i>	<input checked="" type="checkbox"/> Larry McDevitt <i>Transit Representative (RTA)</i>	<input checked="" type="checkbox"/> Kelley Deutmeyer <i>ECIA Executive Director</i>

Others Present: Dan Hingtgen, WHKS; Ann McDonough, Dubuque County

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"/> Chris Wesseln <i>Planner I</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 9:01 a.m.

The RPA Policy Board meeting was called to order by RPA Policy Board Chair, Scott Maddasion at 9:01 a.m. Introductions were made at this time.

Review/Approve the Agenda for the Thursday, January 27, 2022 Technical Advisory Board and Policy Board joint meeting

Motion by Bardgett, second by Madlom from the RPA Technical Advisory Board to approve the agenda for the Thursday, January 27, 2022 RPA meeting. The motion passed unanimously.

Motion by Kida, second by Michel from the RPA Policy Board to approve the agenda for the Thursday, January 27, 2022 RPA meeting. The motion passed unanimously.

Review/Approve the minutes and receive and file the secretarial notes from Thursday December 2, 2021 RPA Policy Board meeting

Motion by Bardgett, second by Dryer from the RPA Technical Advisory Board to approve the minutes and receive and file the secretarial notes from Thursday December 2, 2021 RPA Technical Advisory Board meeting. The motion passed unanimously.

Motion by Heiar, second by Willey from the RPA Policy Board to approve the minutes and receive and file the secretarial notes from Thursday December 2, 2021 RPA Policy Board meeting. The motion passed unanimously.

Approve/Receive Surface Transportation Block Grant Program (STBG) project applications for Federal Fiscal Year 2023-2026 from RPA 8 members

Ravada referred to the handout showing the projects of each member. Ravada stated the balances by the end of FY 2026 are as followed:

- Clinton County-\$790,694.00
- City of Clinton-\$1,405,897.00
- City of Dewitt-\$648,899.00
- Delaware County-\$997,159.00
- City of Manchester-\$588,529.00
- Dubuque County-\$1,223,717.00

- Jackson County-\$1,833,213.00
- City of Maquoketa-\$399,124.00
- Small Cities-\$344,812.00

Ravada stated staff have not received the official numbers for IADOT, so these totals will be adjusted once those numbers are received. Ravada stated due to not receiving official numbers, staff made some assumptions, therefore numbers will change based on approval of projects and IADOT numbers.

Ravada also informed the Board that the City of Clinton shows a negative balance as the city of Clinton will be formally requesting FY27 and FY28 funds for their Manufacturing Dr project. All other members have a positive balance and will need to program some projects.

Discussion followed.

Motion by Bardgett, second by Dryer to recommend to the RPA 8 Policy Board approval to receive the Surface Transportation Block Grant Program (STBG) projects for Federal Fiscal Year 2023-2026 from RPA 8 members. The motion passed unanimously.

Motion by Madlom, second by Michel to approve receiving the Surface Transportation Block Grant Program (STBG) projects for Federal Fiscal Year 2023-2026 from RPA 8 members. The motion passed unanimously.

Approve Small City Surface Transportation Block Grant Program (STBG) funds for Rural County Transportation Program (RCTP) for RPA 8 region

Ravada reminded the Board of their request to have small city funds approved on a yearly basis. Ravada stated some counties inquired if the small city funds will increase due to them increasing federal aid funds. Ravada suggested the Board to approve \$75,000.00 for each county, for small city funds.

Kinney stated this approval should start at the county level, for them to approve an increase or to stay with \$75,000.00 for each county.

Discussion followed.

Ravada suggested the current funds of \$75,000.00 be approved now so staff can move forward with programming projects. If members want to take the possible increase to their boards for approval, the RPA board can revisit the possible increase at a later date.

Discussion followed.

Motion by Bardgett, second by Lindner to recommend to the RPA 8 Policy Board approval of Small City Surface Transportation Block Grant Program (STBG) funds for Rural County Transportation Program (RCTP) for RPA 8 region. The motion passed unanimously.

Motion by Willey, second by Heiar to approve Small City Surface Transportation Block Grant Program (STBG) funds for Rural County Transportation Program (RCTP) for RPA 8 region. The motion passed unanimously.

Review/Approve RPA 8 request to increase STBG-SWAP funds for planning by 2% of the STBG allocation to the RPA 8, to be reviewed on an annual basis

Ravada referred to the handout showing the board the amount of funds RPA is receiving for planning. Ravada stated since 2011, RPA has been receiving a set amount of \$52,300 per year. RPA is requesting to change the allocation from a set amount to a percentage. Ravada stated RPA is requesting a 2% increase as of FY23, and moving forward.

Discussion followed.

Motion by Kinney, second by Vick to recommend to the RPA 8 Policy Board approval of the RPA 8 request to increase STBG-SWAP funds for planning by 2% of the STBG allocation to the RPA 8, to be reviewed on an annual basis with the work program. The motion passed unanimously.

Motion by Michel, second by Kida to approve the RPA 8 request to increase STBG-SWAP funds for planning by 2% of the STBG allocation to the RPA 8, to be reviewed on an annual basis with the work program. The motion passed unanimously.

Review/Approve City of Rickardsville request for \$250,000 in Small City Surface Transportation Block Grant (STBG) funds for IA 3 improvements with IADOT

Ravada introduced Rickardsville city clerk Mary Ann Knapp. Knapp informed the board of the situation within the City of Rickardsville. Knapp gave some history of the project and stated in 2019 the City of Rickardsville was quoted 1.2 million dollars for moving city sewer lines for IA 3 improvements. Rickardsville has applied for an SFR loan, a CDBG grant and a loan from Dubuque County. Knapp stated in March of 2020 the City of Rickardsville met with the IA DOT to discuss the project and at that time the IA DOT agreed to partner with the City of Rickardsville to help save on the cost of the project. Although, with that said the City of Rickardsville has since lost the CDBG grant because they require that both the city and IA DOT meet all requirements. The CDBG won't extend the funding for their project. Knapp stated the IA DOT is ready to start the project but the City of Rickardsville is holding them up due to lack of funds for their part of the project. Knapp requested from the Board, \$250,000.00 in small city STBG funds.

Ravada informed the board due to the time restraints this request could not go through the application process therefore they are bringing it to the board to act as a standalone project.

Michel asked for clarification on all the funding they have requested.

Discussion followed.

Kinney clarified that if we approve the \$250,000.00 for the City of Rickardsville other small city would still be able to apply for small city funding. The small city fund would still have a positive balance for other cities to use.

Ravada assured Kinney and the rest of the board that the small city fund would still have a positive balance and the application process would open as normal.

Discussion followed.

Motion by Bardgett, second by Lindner to recommend to the RPA 8 Policy Board approval of the City of Rickardsville request for \$250,000 in Small City Surface Transportation Block Grant (STBG) funds for IA 3 improvements with IADOT. The motion passed unanimously.

Motion by Michel, second by Kida to approve \$200,000 for the City of Rickardsville in Small City Surface Transportation Block Grant (STBG) funds for IA 3 improvements with IADOT.

Discussion followed.

Motion by Michel, second by Kida to approve the City of Rickardsville request for \$250,000 in Small City Surface Transportation Block Grant (STBG) funds for IA 3 improvements with IADOT. The motion passed unanimously.

Review/Approve City of Clinton request to borrow FY 2027 and FY 2028 funds to be programmed in Federal Fiscal Year 2023-2026 Transportation Improvement Program (TIP)

Ravada informed the board typically the rule is a member can borrow one fiscal year ahead of the current fiscal year. Although, due to the \$38,000,000.00 project the City of Clinton has right now, the City of Clinton is requesting to borrow two years ahead of the current fiscal year TIP. By borrowing two years ahead that will put the City of Clinton in the negative, but the RPA is in the positive overall so RPA will be able to float them borrowing.

Craft stated to move the project forward and being able to complete the project on time, they are needing to borrow ahead.

Discussion followed.

Motion by Vick, second by Bardgett to recommend to the RPA 8 Policy Board approval of the City of Clinton request to borrow FY 2027 and FY 2028 funds to be programmed in Federal Fiscal Year 2023-2026 Transportation Improvement Program (TIP). The motion passed unanimously.

Motion by Kida, second by Heiar to approve the City of Clinton request to borrow FY 2027 and FY 2028 funds to be programmed in Federal Fiscal Year 2023-2026 Transportation Improvement Program (TIP). The motion passed unanimously.

Approve to open application process for Small City Surface Transportation Block Grant Program (STBG) for RPA 8 region for Federal Fiscal Year 2025

Ravada stated, currently RPA 8 has a balance of \$343,900.00 in STBG funds in the small city account. Ravada stated the Board has the decision to open the application process for small cities to utilize the current funding or wait another year and let the funds grow.

Discussion followed.

Motion by Vick, second by Bardgett to recommend to the RPA 8 Policy Board to not open application process for Small City Surface Transportation Block Grant Program (STBG) for RPA 8 region for Federal Fiscal Year 2025. The motion passed unanimously.

Motion by Heiar, second by Pothoff to approve not opening the application process for Small City Surface Transportation Block Grant Program (STBG) for RPA 8 region for Federal Fiscal Year 2025. The motion passed unanimously.

Review/Approve Amendment to Federal Fiscal Year (FFY) 2022 RPA 8 Transportation Planning Work Program (TPWP)

Motion by Willey, second by Wickham to open the public hearing. The motion passed unanimously. The public hearing was opened at 10:15 a.m.

Ravada stated the amendment to the TPWP is to add the City of Clinton RAISE Grand Project for a total of \$12,500.00. Ravada stated ECIA will be administering the project for the City of Clinton.

Ravada stated to the Board that they have one month to review and suggest changes to the TPWP. Ravada requested approval to submit the TPWP to IADOT and Federal Highway.

Motion by Bardgett, second by Dupont to recommend to the RPA 8 Policy Board approval of the amendment to Federal Fiscal Year 2022 (FFY) RPA 8 Transportation Planning Work Program (TPWP). The motion passed unanimously.

Motion by Pothoff, second by McDevitt to approve the amendment to Federal Fiscal Year (FFY) 2022 RPA 8 Transportation Planning Work Program (TPWP). The motion passed unanimously.

Review/Approve Amendment to Federal Fiscal Year (FFY) 2022-2025 RPA 8 Transportation Improvement Program (TIP)

Ravada referred to the TIP handout stating the amendments to the TIP are:

- City of Clinton, on Manufacturing Dr, from US 30 NE 1.6 miles to College Ave; pavement replacement
- City of Clinton, on South Bluff Boulevard/North Bluff Blvd, from College Ave NE 2.2 miles to 7th Ave North; pavement grade and replacement
- IA DOT, IA3 E JCT Pfeiler Rd to .7 miles north of Boy Scout Rd; grade and pave, erosion control and traffic signs
- City of Clinton, on Manufacturing Dr and Bluff Blvd, from US 30 to 7th Ave N; transportation planning
- Clinton County, Z-40 from E-50 to 50 feet south of Centennial Street; pavement rehab
- Jackson County, on Z 40, from Clinton County Line N .7 miles to Miles IA; safety improvements
- City of Clinton, on Manufacturing Dr to Bluff Blvd from US Hwy 30 to 7th Ave North; grade and pave, PCC Pavement – replace, engineering and design, right of way, environmental assessment, and outside services engineering
- Jackson County, on Z34 (435th Ave), from Preston N 5 miles to Maquoketa River; pavement rehab

Motion by Vick, second by Bardgett to recommend to the RPA 8 Policy Board approval of the Amendment to FFY 2022-2025 RPA 8 Transportation Improvement Program (TIP). The motion passed unanimously.

Motion by Michel, second by Kida to approve the Amendment to FFY 2022-2025 RPA 8 Transportation Improvement Program (TIP). The motion passed unanimously.

Review/Approve draft for RPA 8 2045 Long Range Transportation Plan (LRTP) Chapter 3 – Roads and Bridges

Fox stated this chapter will provide an overview of the region’s existing roads and bridges, estimate road and bridge operation and maintenance costs, and list the region’s planned major road and bridge projects. Fox went over the following topics that are covered within the chapter, traffic volume, pavement conditions, road system operations and maintenance cost estimates, bridge operation and maintenance cost estimates, and planned road and bridge projects.

Motion by Bardgett, second by Dryer to recommend to the RPA 8 Policy Board approval of the draft for RPA 8 2045 Long Range Transportation Plan (LRTP) Chapter 3 – Roads and Bridges. The motion passed unanimously.

Motion by Pothoff, second by Michel to approve the draft for RPA 8 2045 Long Range Transportation Plan (LRTP) Chapter 3 Roads and Bridges. The motion passed unanimously.

**Review/Approve draft for RPA 8 2045 Long Range Transportation Plan (LRTP)
Chapter 5 Transit**

Wesseln stated the public transit providers within RPA 8 region provide access to many opportunities for citizens. The economic and social links provided by the transit system allow individuals to access work, school, medical care, and leisure activities. Also, these services continue to positively impact the youth, elderly, disabled, and economically disadvantaged citizens.

Wesseln stated that there are three main providers within the RPA 8 region. RTA 8, which covers Dubuque, Delaware and Jackson counties. RTA vehicles are equipped to accommodate the general public, including children, elderly, and people with disabilities. Clinton MTA, which covers the City of Clinton, is a fixed route and provides public transportation services to the citizens of the City of Clinton. River Bend Transit, provides transit services to residents in Cedar, Clinton, Muscatine and Scott Counties. Fox stated the RPA 8 LRTP does not cover River Bend Transit since most of their services fall within RPA 9 Bi-State Regional Commission.

Motion by Bardgett, second by Dryer to recommend to the RPA Policy Board approval of the draft for RPA 8 2045 Long Range Transportation Plan (LRTP) Chapter 5 - Transit. The motion passed unanimously.

Motion by Pothoff, second by Michel to approve the RPA 8 2045 LRTP Chapter 5 - Transit. Motion passed unanimously.

**Review/Approve draft for RPA 8 2045 Long Range Transportation Plan (LRTP)
Chapter 8 - Environmental**

Ravada noted within Chapter 8, Environmental, it states how transportation projects have a potential to create impact on the natural environment, therefore this chapter reflects how RPA8 is going to help prevent those impacts when possible. Ravada explained staff perform a qualitative screening to assess the potential environmental impacts of projects planned within the RPA 8 region. The following factors are looked at when screening for potential impacts; public lands, cemeteries, wetlands, and leaking underground storage tank (LUST) sites. Ravada stated the Board has 30 days to review and provide comments.

Motion by Kida, second by Michel to close the public hearing. The motion passed unanimously. The public hearing was closed at 10:32 a.m.

Motion by Bardgett, second by Dryer to recommend to the RPA Policy Board approval of the draft for RPA 8 2045 Long Range Transportation Plan (LRTP) Chapter 8 - Environmental. The motion passed unanimously.

Motion by Pothoff, second by Michel to approve the RPA 8 2045 LRTP Chapter 8 - Environmental. Motion passed unanimously.

Discuss planning tasks for FY 2023 Transportation Planning Work Program (TPWP)

Ravada asked the Board if there were any other tasks, they would like staff to address in the FY 2023 TPWP. Staff will be in maintenance mode for DMATS LRTP and short-range transportation plan.

Kinney stated that US 30 Coalition is going to do their own economic impact study and wondered if that is also something RPA can assist with.

Discussion followed.

Comments from the public

There was no public present or written comments received.

Other Business and Announcements

Michel congratulated the City of Clinton on their RAISE grant.

Adjournment

Motion by Kinney, second by Dupont to adjourn the Thursday, January 27, 2022 RPA Technical Advisory Board meeting. The motion passed unanimously. The meeting adjourned at 10:39 a.m.

Motion by Kida, second by Michel to adjourn the Thursday, January 27, 2022 RPA Policy Board meeting. The motion passed unanimously. The meeting adjourned at 10:39 a.m.

Respectfully,

Chandra Ravada
Transportation Director