

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

Date: Tuesday December 16, 2025
Time: 10:00 a.m.
Place: ECIA/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)

☒ **Sherli Childers**
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)

☒ **Mae Hingtgen**
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)

☒ **Jessica Kennedy**
Small Cities, Dubuque County
☐ (proxy Vacant)

☒ **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

☒ **Mae Hingtgen**
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 Vice-Chair, Tim Vick at 10:05 a.m.

The RPA Policy Board meeting was called to order by RPA Policy Board Member, Connie Behnken at 10:05 a.m. Introductions were made at this time.

Review/Approve the revised Agenda for the Tuesday, December 16, 2025 Technical Advisory Board and Policy Board joint meeting

Motion by Lindner, second by Boldt from the RPA Technical Advisory Board to approve the agenda for Tuesday, December 16, 2025, RPA meeting. The motion passed unanimously.

Motion by Schwenker, second by George from the RPA Policy Board to approve the agenda for Tuesday, December 16, 2025, RPA meeting. The motion passed unanimously.

Review/Approve the minutes and receive and file the amended secretarial notes from Tuesday November 18, 2025 RPA Technical Advisory Board and Policy Board joint meeting

Motion by Lindner, second by Boldt from the RPA Technical Advisory Board to approve the minutes and receive and file the amended secretarial notes from Tuesday November 18, 2025 RPA Technical Advisory Board meeting. The motion passed unanimously.

Motion by Hasenmiller, second by Schwenker from the RPA Policy Board to approve the minutes and receive and file the amended secretarial notes from Tuesday November 18, 2025 RPA Policy Board meeting. The motion passed unanimously.

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

Motion by Flagel, second by Brown to open the public hearing. The motion passed unanimously. The public hearing was opened at 10:07 a.m.

Ravada stated the amendment to the TIP is project in the City of Camanche, on Washington Blvd, grade and pave for trail. Also, in the City of Clinton, on S 14th Street from Bluff Blvd to the Lincoln Way National Trail, paving.

Motion by Kinney, second by Boldt to recommend approval to the RPA 8 Policy Board of the Amendment to Federal Fiscal Year 2026-2029 RPA 8 Transportation Improvement Program (TIP). The motion passed unanimously

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

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

Ravada stated this amendment is moving funds from regional transportation planning line item to intersection improvement studies line item. Ravada stated the original cost for this project was around \$80k and now after contract negotiations the cost is around \$113k.

Discussion followed.

Motion by George, second by Flagel to close the public hearing. The motion passed unanimously. The public hearing was closed at 10:11 a.m.

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

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

Update on the memorandum for the Intersection Improvement Studies project

Ravada apologizing to the board as when Ravada stated the consultants who submitted proposals for this project Ravada missed the Veenstra & Kimm Inc. Ravada wanted to make the board aware that they did submit a proposal although they did not score high enough to make the top three proposals.

Review/Approve Contract with Kirkham Michael for the Intersection Improvement Studies

Ravada referred to the contract with Kirkham Michael in the board packet. Ravada stated the total amount of the project is \$111,003.06. This contract has been approved by all cities involved in the project. Ravada asked for approval of this contract.

Motion by Boldt, second by Kinney to recommend approval to the RPA 8 Policy Board the contract with Kirkham Michael for the Intersection Improvement Studies. The motion passed unanimously.

Motion by Kida, second by Schwenker to approve the contract with Kirkham Michael for the Intersection Improvement Studies. The motion passed unanimously.

Comments from the public

No comments at this time.

Other Business and Announcements

Vick stated that today's meeting is his last meeting. Ravada thanked Russell Weber and Tim Vick for their time, service, and contributions to the RPA board.

Adjournment

Motion by Vick, second by Lindner to adjourn Tuesday December 16, 2025, RPA Technical Advisory Board meeting. The motion passed unanimously. The meeting adjourned at 10:22 a.m.

Motion by Kida, second by Hasenmiller to adjourn Tuesday December 16, 2025, RPA Policy Board meeting. The motion passed unanimously. The meeting adjourned at 10:22 a.m.

Respectfully,

Chandra Ravada
Transportation Director