

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

Date: Thursday, September 25, 2025
Time: 10:00 a.m.
Place: Zoom

Technical Advisory Board Members Present:

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

Policy Board Members Present:

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

Others Present: Mick Michel

Staff Present:

☒ Chandra Ravada <i>Transportation Director</i>	☒ Sarah Berning <i>Project Services Manager</i>	☒ Dan Fox <i>Senior Planner</i>	☒ 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 Vice-Chair, Tim Vick at 10:00 a.m.

The RPA Policy Board meeting was called to order by RPA Policy Board Chair, Scott Maddasion at 10:00 a.m. Introductions were made at this time.

Review/Approve the Agenda for the Thursday, September 25, 2025 Technical Advisory Board and Policy Board joint meeting

Motion by Kuhle, second by Koopman from the RPA Technical Advisory Board to approve the agenda for Thursday, September 25, 2025, RPA meeting. The motion passed unanimously.

Motion by Schwenker, second by Kenniker from the RPA Policy Board to approve the agenda for Thursday, September 25, 2025, RPA meeting. The motion passed unanimously.

Review/Approve the minutes and receive and file the secretarial notes from Thursday August 28, 2025 RPA Technical Advisory Board and Policy Board joint meeting

Motion by Weber, second by Boldt from the RPA Technical Advisory Board to approve the minutes and receive and file the secretarial notes from Thursday August 28, 2025 RPA Technical Advisory Board meeting. The motion passed unanimously.

Motion by Kida, second by Flagel from the RPA Policy Board to approve the minutes and receive and file the secretarial notes from Thursday August 28, 2025 RPA Policy Board meeting. The motion passed unanimously.

Review/Approve projects for the RPA 8 Transportation Alternative Funding Program (TAP)

Fox stated there are 5 applications received for TAP funds. City of Camanche, Clinton, DeWitt, Maquoketa and Wheatland all submitted applications for TAP funds. Fox stated the total amount requested was \$1,952,465 and the total amount of funding available is \$1,142,502. Therefore, not all applications were approved to receive funding. The following applications were recommended for funding by the subcommittee, The City of Clinton for \$500,000; the City of Camanche for \$500,000, and the City of Maquoketa for \$142,502.

Discussion followed.

Motion by Koopman, second by Weber to recommend to the RPA 8 Policy Board the projects for the RPA 8 Transportation Alternative Funding Program (TAP). The motion passed unanimously.

Motion by Flagel, second by Knapp to approve the projects for the RPA 8 Transportation Alternative Funding Program. The motion passed, Kida abstained.

Review/Approve the Request for Proposal (RFP) for the Intersection Improvement Studies

Ravada the RFP is for 11th Street/Westwood Dr and 61 Interchange in the City of DeWitt, and Highway 13/Honey Creek Drive and Highway 13/Crescent Drive intersections in the City of Manchester. Also, to evaluate alternatives for Honey Creek Road, specifically from the E Honey Creek Drive intersection to the Highway 13 intersection in the City of Manchester. Ravada stated RPA expects to complete the selection process by the first week of November 2025 and the anticipated start date for the contract is January 5, 2025.

Motion by Scheckel, second by Weber to recommend to the RPA 8 Policy Board the Request for Proposal (RFP) for the Intersection Improvement Studies. The motion passed, Vick and Lindner abstained.

Motion by Kida, second by Kenniker to approve the Request for Proposal (RFP) for the Intersection Improvement Studies. The motion passed unanimously.

Comments from the public

No comments at this time.

Other Business and Announcements

No other business at this time.

Adjournment

Motion by Weber, second by Boldt to adjourn the Thursday, September 25, 2025, RPA Technical Advisory Board meeting. The motion passed unanimously. The meeting adjourned at 10:17 a.m.

Motion by Kida, second by Schwenker to adjourn the Thursday, September 25, 2025, RPA Policy Board meeting. The motion passed unanimously. The meeting adjourned at 10:17 a.m.

Respectfully,

Chandra Ravada
Transportation Director