

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

Date: Thursday April 25, 2024
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 Erin George) | <input checked="" type="checkbox"/> Russell Weber
<i>Engineer, Dubuque County</i>
<input type="checkbox"/> (proxy Harley Pothoff) | <input checked="" type="checkbox"/> Rafe Koopman
<i>Delaware County Engineer</i>
<input type="checkbox"/> (proxy Jeff Madlom) |
| <input checked="" type="checkbox"/> Todd Kinney
<i>Engineer, Jackson County</i>
<input checked="" type="checkbox"/> (proxy Don Schwenker) | <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 type="checkbox"/> Gail Kuhle
<i>Regional Transit Authority</i>
<input checked="" type="checkbox"/> (proxy Stacie Scott) |
| <input checked="" type="checkbox"/> Dennis Hart | <input type="checkbox"/> Randy Zobrist
<i>Clinton MTA Riverbend Transit</i> | <input type="checkbox"/> Vacant
<i>ECIA Executive Director</i>
<input checked="" type="checkbox"/> (proxy Holly McPherson) |

Policy Board Members Present:

- | | | |
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| <input checked="" type="checkbox"/> Wayne Kenniker
<i>Dubuque County</i>
<input type="checkbox"/> (proxy Harley Pothoff) | <input checked="" type="checkbox"/> Don Schwenker
<i>Jackson County</i>
<input checked="" type="checkbox"/> (proxy Todd Kinney) | <input type="checkbox"/> Jeff Madlom (vice-chair)
<i>Delaware County</i>
<input checked="" type="checkbox"/> (proxy Rafe Koopman) |
| <input checked="" type="checkbox"/> Erin George
<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 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 checked="" type="checkbox"/> Scott Maddasion (Chair)
<i>City of Clinton</i>
<input type="checkbox"/> (proxy Jason Craft)
<input type="checkbox"/> (proxy Matt Brooke) | <input checked="" type="checkbox"/> Kelley Brown
<i>Small Cities, Jackson County</i>
<input type="checkbox"/> (proxy vacant) |
| <input type="checkbox"/> MaryAnn Knapp
<i>Small Cities, Dubuque County</i>
<input type="checkbox"/> (proxy Andy Katrichis) | <input type="checkbox"/> Linda Gaul
<i>Small Cities, Delaware County</i>
<input type="checkbox"/> (proxy Donna Boss) | <input type="checkbox"/> Andrew Kida
<i>Small Cities, Clinton County</i> |
| <input checked="" type="checkbox"/> Sam Shea*
<i>IA DOT</i> | <input checked="" type="checkbox"/> Nin Flagel
<i>Transit Representative (RTA)</i> | <input type="checkbox"/> Vacant
<i>ECIA Executive Director</i>
<input checked="" type="checkbox"/> (proxy Holly McPherson) |

Others Present:

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> |
|--|--|--|--|

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 9:02 a.m.

The RPA Policy Board meeting was called to order by RPA Policy Board Chair, Scott Maddasion at 9:02 a.m. Introductions were made at this time.

Review/Approve the Agenda for the Thursday April 25, 2024, Technical Advisory Board and Policy Board joint meeting

Motion by McPherson, second by Koopman from the RPA Technical Advisory Board to approve the agenda for the Thursday, April 25, 2024, RPA meeting. The motion passed unanimously.

Motion by Kenniker, second by Flagel from the RPA Policy Board to approve the agenda for the Thursday, April 25, 2024, RPA meeting. The motion passed unanimously.

Review/Approve the minutes and receive and file the secretarial notes from Wednesday March 27, 2024, RPA Policy and Technical Advisory Board joint meeting

Motion by McPherson, second by Koopman from the RPA Technical Advisory Board to approve the minutes and receive and file the secretarial notes from Wednesday, March 27, 2024, RPA Technical Advisory Board meeting. The motion passed unanimously.

Motion by Schwenker, second by Kenniker from the RPA Policy Board to approve the minutes and receive and file the secretarial notes from Wednesday, March 27, 2024, RPA Policy Board meeting. The motion passed unanimously.

Discussion on The Ports of Eastern Iowa

Robert Sinkler gave a presentation on the importance of getting federal recognition for the ports of Eastern Iowa. These ports consist of existing ports and terminal infrastructure along the Mississippi River between Keokuk and Dubuque. Sinkler stated the reason he feels it's important for a federally recognize port is to market transportation capabilities to ensure full utilization, to ensure reliable access to the region's exports, to promote environmentally sustainable water infrastructure development and to support Mississippi River recreation, tourism, flood risk reduction, hydropower, water supply, water quality and natural infrastructure improvements.

Sinkler stated the next step is to have the county adopt the resolution he drafted to form a port authority within the counties of Louisa, Muscatine, Scott, Clinton, Jackson, and Dubuque Iowa.

Discussion followed.

McPherson stated she thinks it is very important for the ports in Iowa to be nationally ranked and put on the list. McPherson asked where Sinkler was with the other counties in regards of them adopting the resolution.

Sinkler stated some of the counties have their lawyers looking at the resolution.

Discussion followed.

Review/Approve Final Fiscal Year (FFY) 2025 RPA 8 Transportation Planning Work Program (TPWP)

Motion by George, second by Schwenker to open the public hearing. The motion passed unanimously. The public hearing was opened at 9:54 a.m.

Ravada stated that staff did not receive many changes to the work program. Ravada stated the IADOT requested staff add the work items they are completing that correspond with the emphasis areas; claimant crisis, complete streets, public involvement and data and transportation planning. Ravada stated the items have been added that correspond with emphasis areas.

Motion by Lindner, second by Boldt to recommend to the RPA 8 Policy Board approval of the Final Fiscal Year (FFY) 2025 RPA 8 Transportation Planning Work Program (TPWP). The motion passed unanimously.

Motion by George, second by Flagel to approve the Final Fiscal Year (FFY) 2025 RPA 8 Transportation Planning Work Program (TPWP). The motion passed unanimously.

Review/Approve Draft Fiscal Year 2024 RPA 8 Public Involvement Policy Plan (PIP)

Ravada referred to the Public Involvement Policy Plan handout, stating this plan includes all RPA plans and has been updated with the new census data. Also, it includes staff public participation strategies within the RPA 8 region. Ravada stated the board has 45 days to review and provide input to staff.

Motion by McPherson, second by Weber to recommend to the RPA 8 Policy Board approval of the Draft Fiscal Year 2024 RPA 8 Public Involvement Policy Plan (PIP). The motion passed unanimously.

Motion by Schwenker, second by George to approve the Draft Fiscal Year (FFY) 2024 RPA 8 Public Involvement Policy Plan (PIP). The motion passed unanimously.

Review/Approve Draft Fiscal Year 2024 RPA 8 Limited English Proficiency (LEP) Plan

Studier stated every two years the Limited English Proficiency Plan needs to be reviewed and updated. The FY24 draft of the Limited English Proficiency Plan has been updated to use the census data from 2022. Studier informed the Board that they have 30 days to review and give any recommendations to staff.

Motion by Vick, second by McPherson to recommend approval to the RPA 8 Policy Board the Draft Fiscal Year 2024 RPA 8 Limited English Proficiency (LEP) Plan. The motion passed unanimously.

Motion by Flagel, second by George to approve the Draft Fiscal Year 2024 RPA 8 Limited English Proficiency (LEP) Plan. The motion passed unanimously.

Review/Approve Draft Fiscal Year 2024 RPA 8 Title VI Non-Discrimination Program Plan

Fox referred to the Title VI Non-Discrimination Program Plan handout, stating there has been no major policy changes, although the plan has been updated to incorporate the new 2022 census data. Fox stated the Board has 30 days to review and give any recommendations to staff.

Motion by Schwenker, second by Flagel to close the public hearing. The motion passed unanimously. The public hearing was closed at 10:02 a.m.

Motion by Koopmann, second by Weber to recommend approval to the RPA 8 Policy Board Draft Fiscal Year 2024 RPA 8 Title VI Non-Discrimination Program Plan. The motion passed unanimously.

Motion by Kenniker, second by Schwenker to approve the Draft Fiscal Year 2024 RPA 8 Title VI Non-Discrimination Program Plan. The motion passed unanimously.

Review/Discuss the Safe Streets and Routes for All (SS4A) data collection process

Fox stated staff are in full swing working with INTRANS collecting crash data within the region. Fox stated staff are having interviews with city officials within the region and going through the crash data with them and getting their input and information on things they are seeing that the crash data is not picking up. Also getting cities projects they are looking to complete with this grant. Staff have also sent out surveys to receive more information from people in the region.

Update on RCTP applications

Studier stated staff are working on wrapping the applications and having the ranking committee start ranking projects in the month of May. Studier stated Clinton and Delaware county do not need to be ranked as there is enough money to support all submitted projects for those counties. Studier stated 16 applications were received.

Comments from the public

No comments were made by the public.

Other Business and Announcements

No other business at this time.

Adjournment

Motion by McPherson, second by Weber to adjourn the Thursday, April 25, 2024, RPA Technical Advisory Board meeting. The motion passed unanimously. The meeting was adjourned at 10:11 a.m.

Motion by George, second by Kenniker to adjourn the Thursday, April 25, 2024, RPA Policy Board meeting. The motion passed unanimously. The meeting was adjourned at 10:11 a.m.

Respectfully,

Chandra Ravada
Transportation Director