

MINUTES

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

Date: Thursday, August 16, 2011
Time: 1:00 p.m.
Place: ECIA, 7600 Commerce Park

Technical Advisory Board Members Present:

- | | | |
|--|---|---|
| <input checked="" type="checkbox"/> Todd Kinney, Chair
<i>Engineer, Clinton County</i> | <input checked="" type="checkbox"/> Bret Wilkinson
<i>Engineer, Dubuque County</i> | <input checked="" type="checkbox"/> Anthony Bardgett
<i>Delaware County Engineer</i> |
| <input checked="" type="checkbox"/> Clark Schloz
<i>Engineer, Jackson County
(proxy Koos)</i> | <input checked="" type="checkbox"/> Tim Vick
<i>City of Manchester
(proxy Kramer)</i> | <input checked="" type="checkbox"/> Brian Wagner
<i>City of Maquoketa</i> |
| <input checked="" type="checkbox"/> Steve Lindner
<i>City of DeWitt</i> | <input type="checkbox"/> Jeff Horne**
<i>City of Clinton
(proxy Reynolds, Jason Craft)</i> | <input type="checkbox"/> Mark Munson
<i>Regional Transit Authority
(RTA)</i> |
| <input type="checkbox"/> Dennis Hart
<i>Clinton MTA</i> | <input checked="" type="checkbox"/> Randy Zobrist
<i>Riverbend Transit</i> | |

Policy Board Members Present:

- | | | |
|---|---|--|
| <input checked="" type="checkbox"/> Daryl Klein
<i>Dubuque County</i> | <input checked="" type="checkbox"/> Larry "Buck" Koos
<i>Jackson County
(proxy Clark Schloz)</i> | <input checked="" type="checkbox"/> Jeff Madlom
<i>Delaware County
(proxy Anthony Bardgett)</i> |
| <input checked="" type="checkbox"/> John Staszewski
<i>Clinton County</i> | <input checked="" type="checkbox"/> Milt Kramer
<i>City of Manchester
(proxy Vick)</i> | <input checked="" type="checkbox"/> Don Thiltgen
<i>City of DeWitt
(proxy Steve Lindner)</i> |
| <input checked="" type="checkbox"/> Jason Hute**
<i>City of Maquoketa
(proxy Brian Wagner)</i> | <input type="checkbox"/> Rodger Holm
<i>City of Clinton</i> | <input type="checkbox"/> Paul Konrardy
<i>Small Cities, Jackson County</i> |
| <input type="checkbox"/> Jacob Reuter
<i>Small Cities, Dubuque County</i> | <input type="checkbox"/> Wayne Demmer
<i>Transit Representative (RTA)</i> | <input checked="" type="checkbox"/> Tom Roth
<i>Small Cities, Clinton County</i> |
| <input checked="" type="checkbox"/> Sam Shea*
<i>IA DOT</i> | | |

Others Present:

Staff Present:

- | | | | |
|---|--|---|--|
| <input type="checkbox"/> Kelley Deutmeyer
<i>ECIA Executive Director</i> | <input checked="" type="checkbox"/> Chandra Ravada
<i>Transportation Director</i> | <input checked="" type="checkbox"/> Gail Kuhle
<i>Service Project Manager</i> | <input type="checkbox"/> Jake Ironside
<i>GIS</i> |
| <input type="checkbox"/> Dan Fox
<i>ECIA Planner</i> | <input type="checkbox"/> Bridget Bartlett
<i>RTA Mobility Cord.</i> | <input checked="" type="checkbox"/> Candace Eudaley
<i>ECIA Asst. Executive Director</i> | |

A quorum was present. *Non Voting Advisory Member **Voting Member by Proxy *** Voting by phone

Call to Order

The RPA Technical Advisory Board meeting was called to order by RPA Tech Chair, Todd Kinney at 1:00 p.m.

The RPA Policy Board meeting was called to order by RPA Policy Chair, Larry “Buck” Koos at 1:00 p.m. Introductions were made at this time.

Review/Approve the revised Agenda for the Tuesday, August 16, 2011 RPA Technical Advisory and RPA Policy Board joint teleconference meeting.

Ravada requested the agenda item #6a-Review and approve FY 2012 Enhancement Application awards, be added to the agenda.

Motion by Clark, second by Vick from the RPA Technical Advisory Committee to approve the revised agenda for the Tuesday, August 16, 2011 RPA meeting. The motion passed unanimously.

Motion by Thiltgen, second by Staszewski from the RPA Policy Board Committee to approve the revised agenda for the Tuesday, August 16, 2011 meeting. The motion passed unanimously.

Review/Approve the Minutes for the Thursday, June 23, 2011 RPA Technical Advisory and RPA Policy Board joint meeting.

Motion by Schloz, second by Zobrist from the RPA Technical Advisory Committee to approve the minutes from the Thursday, June 23, 2011 RPA Technical Advisory and RPA Policy Board joint meeting. The motion passed unanimously.

Motion by Thiltgen, second by Kramer from the RPA Policy Board Committee to approve the minutes from the Thursday, June 23, 2011 meeting RPA Technical Advisory and RPA Policy Board joint meeting. The motion passed unanimously.

Review/Approve Final FY 2012-2015 RPA 8 Transportation Improvement Program (TIP)

Koos opened the public hearing at 1:10 p.m. Kuhle noted that there was no public in attendance or public comments received.

Ravada presented the Final FY 2012-2015 RPA 8 Transportation Improvement Program (TIP) for approval. He explained that the only change which was made to the TIP since the review of the draft TIP was the addition of the Jackson County Centerville Rd Bridge.

Lindner noted that on page 11, project #14 paving, rehab and widening for Dewitt’s, 6th Ave from 400 block of 6th Ave. South to Union Pacific has listed as being done and at this time the project has not been completed and the second leg going north should be listed. Ravada noted

that since there were no funds available for the project going north it was listed as an Illustrative Project on page 25.

Motion by Thiltgen, second by Madlom to close the public hearing. The motion passed unanimously. The public hearing was closed at 1:14 p.m.

Motion by Schloz, second by Lindner to recommend approval of the Final FY 2012-2015 RPA 8 Transportation Improvement Program (TIP) with the recommended revisions to the RPA Policy Board. The motion passed unanimously.

Motion by Klein second by Roth to approve the final FY 2012-2015 RPA 8 Transportation Improvement Program (TIP) with the recommended revisions. The motion passed unanimously.

Review/Approve final FY 2012 RPA 8 Public Involvement Plan (PIP)

Koos opened the public hearing at 1:15 p.m. Kuhle noted that there was no public in attendance or public comments received.

Ravada presented the final FY 2012 Public Involvement Plan for review. He referred to page 21, stating that the only change made to the document since the draft was made at the recommendation of the IADOT. The IADOT requested that information regarding the policies and procedures for conducting electronic meetings be added. Ravada stated that the DOT had concerns about whether members or the public could miss pertinent information when having a phone conference, therefore conferences should only be held when a meeting is impractical or impossible.

Discussion followed.

Motion by Madlom, second by Klein to close the public hearing. The motion passed unanimously. The public hearing was closed at 1:20 p.m.

Motion by Vick, second by Schloz to recommend approval of final FY 2012 RPA 8 Public Involvement Plan (PIP) with the recommended revisions to the RPA Policy Board. The motion passed unanimously.

Motion by Klein second by Roth to approve the final FY 2012 RPA 8 Public Involvement Plan (PIP) with the recommended revisions. The motion passed unanimously.

Review/Approval process for small city STP funding for FY 2014 and FY 2015

Ravada stated that there would be \$353,000 available in STP funding for small cities for FY 2014-2015, therefore he asked the Board members if they would like to open the application process for FY 2014 and FY 2015. Koos noted that the reason for opening the application for FY 2014 and FY 2015 was due to the HWY 52 Coalition's request for funding.

Schloz questioned the language regarding the date of the award and the two-year timeframe for obligating the STP funds. He said that based on the policy approved by the RPA Policy Board for the distribution of STP funds to the smaller cities, the funds needed to be obligated two years from the date awarded. Therefore, opening up the application process for FY 2014 and FY 2015 would make the funds obligated before their programmed date.

Discussion followed.

Motion by Schloz, second by Vick to recommend approval of changing the obligation of STP funds for small cities from the original language of “small city STP funds must be let two-years from the date awarded” to “small city STP funds must be let two-years from the initial year programmed”. The motion passed unanimously.

Motion by Thiltgen, second by Staszewski to approve the change in the obligation of STP funds for the small city from the original language of “small city STP funds must be let two-years from the date awarded” to “small city STP funds must be let two-years from the initial year programmed”.

Discussion followed regarding the application. It was requested that the application be review and be geared towards smaller cities. Staszewski suggested that the application list what the committee is looking for regarding the ranking process, thus making it easier to understand for the applicant.

Koos asked who would be reviewing the small city applications. Ravada stated that the Board would elect who would review the applications. Ravada noted that the application process and selection committee will be placed on the September agenda for discuss, review and approval.

Klein asked Shea what is the State’s position on opening up the programming for four years. Shea replied that the State requires MPO to have projects programmed for four years, but the RPA are not required to have four years of programming. Shea noted that it does make it easier for the State for programming their projects if the RPA have their projects programmed for four years.

Motion Clark, second by Vick to recommend approval of extending the application process for Small City STP funding for FY 2014 and FY 2015. The motion passed unanimously.

Motion by Kramer, second by Madlom, to approve extending the application process for Small City STP funding for FY 2014 and FY 2015. The motion passed, with a nay from Koos and Staszewski.

Review/Approve recommended FY 2012 Enhancement Projects

Ravada referred to the Enhancement spreadsheet to review the recommended Enhancement applications. Staszewski noted that the committee received five applications and four

applications were completely funded with one application being partially funded. Following are the recommendations made by the Enhancement committee:

- **City of Cascade**-1st street trail project, amount requested-\$190,718-amount funded \$190,718.
- **City of Dyersville**-Westside Park Bike/Walking Trail Project, amount requested \$250,000-amount funded \$250,000.
- **City of Camanche**-9th St trail project, amount requested \$160,010-amount funded \$160,010.
- **City of Clinton**-Liberty/Lincolnway Mississippi River Trail Connection, amount requested \$79,024, amount funded \$79,024.
- **City of Wheatland**-Wheatland Warrior Walk, amount requested \$70,000-amount funded \$36,181.

Staszewski noted that he did not vote on the Clinton project since he resides in Clinton.

Discussion followed regarding the Wheatland project and whether small cities understood the cost, requirements and process and procedures for using federal funds. Thiltgen suggested that educational meetings be held with the smaller cities regarding the small cities using federal aid.

Motion by Schloz, second by Lindner to recommend approval of the FY 2012 Enhancement projects. The motion passed unanimously.

Motion by Kramer, second by Madlom to approve the recommended FY 2012 Enhancement projects. The motion passed with an abstention from Roth.

Comments from the public

There were no comments from the public.

Other Business and Announcements

Next meeting

Kuhle noted that the next meeting was Thursday, September 22, 2011. It was brought to the Board's attention that meeting date was also the League of Cities meeting and several members would not be attending the RPA meeting. It was decided that Kuhle would contact the members to reschedule the meeting.

Governor's Transportation Citizen's Advisory Commission

Shea stated that the Governor's Transportation Citizen's Advisory Commission will be held in Waterloo on September 14, 2011. It will be held at the Sullivan Brother's Convention Center from 6-8 pm in Room 203.

Adjournment

Motion by Schloz, second by Wilkinson to adjourn the RPA Technical Advisory Committee meeting. The motion passed unanimously. The meeting adjourned at 2:00 p.m.

Motion by Thiltgen, second by Staszewski to adjourn the RPA Policy Board Committee meeting. The motion passed unanimously. The meeting adjourned at 2:00 p.m.

Respectfully,

Chandra Ravada
Transportation Director