

Minutes
Regional Planning Affiliate 13 – Policy Board and Technical Committee
Monday April 15, 2024 – 2 p.m.
ZOOM
Meeting ID: 836 3674 7883
Passcode: 872936

1. **Call to Order.** Chair Silvius called the meeting to order at 2:01 p.m.
2. **Roll Call.** DeBord took roll call. Members present include:
 - a. **Technical Committee:** Karen Albert, Dan Davis, JD King (late), John Lund (late), AJ Lyman, Gary McClarnon, Trent Wolken, and Shawna Silvius.
 - b. **Policy Board:** AJ Lyman, Todd Maher, Gary McClarnon, Bernard Pettinger, Donna Robinson, and Shawna Silvius.
 - c. **SWIPCO:** Tammy DeBord, Erin Hudson, and Chris Parks.
3. **Approve Agenda.** Robinson moved to approve the agenda. Maher seconded. The motion passed with all ayes.
4. **Approve February 7, 2024 Minutes.** McClarnon moved to approve the minutes of the February 7, 2024 meeting. Pettinger seconded. Motion carried.
5. **Review and Approve FY24-27 TIP Amendment for Page County.** DeBord presented the project for amendment. The project is #53331, a bridge project moved up from FY28 to FY25 and approved for STBG funding at the February meeting. The DOT shared that the project as planned was not eligible for STBG/Federal Aid funding. The project needs pushed back to FY26 and *funding changed to local funds.**
 - a. **Technical Committee:** Lyman moved to recommend approval of amendment as presented. Wolken seconded the motion. Motion passed with all ayes.
 - b. **Policy Board:** McClarnon moved to approve the amendment as presented. Robinson seconded the motion. The motion passed unanimously.
6. **Review and Approve FY24-27 TIP Amendment adding city bridge projects.** DeBord explained the Iowa DOT ranks the bridges in need of repair in cities and offers up to \$1.5 million in construction funds to the top approximately 30 bridges. Three cities within the RPA 13 region have accepted the City Bridge Repair funding and need added to the TIP; Clarinda, Grant, and Villisca.
 - a. **Technical Committee:** Davis moved to recommend approval of the addition of the three bridge projects to the TIP. Lyman seconded the motion. Motion carried.
 - b. **Policy Board:** Lyman moved to approve the addition of the three bridge projects to the TIP. Robinson seconded and the motion carried.
7. **Review and Approve FY24 TPWP Budget Amendment.** DeBord explained that the TPWP is the Transportation Planning Work Plan, which budgets the administrative dollars given to the RPA

every year from the DOT. The FY 24 plan is as follows, and these are the recommended changes:

Program	Original FY24 Budget	Recommended Change	New Total
TPWP	\$ 2,698	+ 2,302	\$5,000
PPP	\$ 6,933	- 3,433	\$3,500
L RTP	\$34,979	- 19,979	\$15,000
TIP	\$ 3,123	+ 10,117	\$13,240
PTP	\$ 3,018	- 518	\$2,500
Special Projects	\$36,720	+ 3,280	\$40,000
Administration	\$ 6,769	+ 8,231	\$15,000
Total	\$94,240		\$94,240

The changes are necessary as the TIP and Administrative funds have been overspent in quarters 1 and 2, while the majority of work for the five year plans PPP and L RTP will take place in quarters 1 and 2 in FY25 and do not need as much funding in FY24.

Technical Committee: McClarnon moved the technical committee recommend approval of the TPWP amendment for FY24. Wolken seconded the motion. The motion passed with all eyes.

Policy Board: Robinson moved to approve the FY24 TPWP amendment as presented. Pettinger seconded and the motion carried.

8. Current Projects: DeBord presented:

- a. Hudson completed the draft FY25 TPWP and submitted to the Iowa DOT April 1. We should have comments back and able to bring the final version to the board in May for June 1 submittal of the final TPWP.
- b. The Request for Proposals for the special projects went out and two proposals were submitted, one from Golden Hills RC&D and one from Snyder's and Associates. The one from Golden Hills was sent back for more information. We should have those proposals for approval in May.
- c. DeBord will begin work on the FY25-28 TIP soon and bring to the board for approval. Draft is due to the DOT by June 15 and the final is due July 15.
- d. Two TAP applications were received, one from Atlantic and one from the Wabash Trails group. Both were large applications. Once they are returned from the DOT for comment they will be brought before the board for approval.

9. Small Community and Public Comments.

- a. Silvius asked about the SSRA funding in our region. Hudson shared they are waiting on the grant agreement to be returned. MAPA will be the lead on this project as they have more staff to administer.

10. Other Business. None presented.

11. Adjourn. McClarnon moved to adjourn the meeting at 2:20 p.m. Maher seconded.