

# NOTICE OF RPA 15 POLICY BOARD MEETING

Thursday, February 25<sup>th</sup> at 11:30am

By phone 551-258-5668

## Board Members

Chairperson: \_\_\_\_\_ Tom Lazio Mayor, City of Ottumwa  
Vice-Chair: \_\_\_\_\_ Dale House Van Buren County Supervisor  
Secretary: \_\_\_\_\_ RPC Staff

\_\_\_\_\_ Michael Schrock, Oskaloosa City Manager  
\_\_\_\_\_ Aaron Kooiker, Fairfield City Administrator  
\_\_\_\_\_ Jim Morlan, Sigourney City Council  
\_\_\_\_\_ OPEN, City Rep/Van Buren County  
\_\_\_\_\_ Daryl Wood, Keokuk County Supervisor  
\_\_\_\_\_ Steve Wanders, Mahaska County Supervisor  
\_\_\_\_\_ Wayne Huit, Wapello County Supervisor  
\_\_\_\_\_ Susie Drish, Jefferson County Supervisor

---

**Electronic meeting statement.** The RPA is providing access to this meeting by electronic means pursuant to the provisions of the Iowa Open Meetings Law, Section 21.8, Code of Iowa. As a result of community spread in the State of Iowa and the State Public Health Emergency Declaration Issued on March 20<sup>th</sup>, 2020. As a result of community spread and guidance from the CDC and IDPH the RPA is limiting the number of participants at the location to provide the six-foot distancing. The public may participate in this meeting through conference call. Public notice of the meeting has been issued in accordance with Iowa Code Section 21.4

## 1. Call to Order.

## Action Items

2. **Minutes.** Review/approve September 24<sup>th</sup>, 2020 minutes.
3. **Election of Officers.** Select a Chair and Vice Chair for 2021.
4. **Review/Approve amendments to the 2021-2024 TIP.**
  - a. **Fairfield.** Request to change the scope of the 32<sup>nd</sup> Street from Jackpine Look to Burlington Ave project. Change will add 250 feet to the project south of Jackpine Loop.

## Review Items

1. **Balance Sheet and Application Deadline.** Applications for Road, Trail and Bus projects from RPA funds are due April 1<sup>st</sup>. I will need a project for federal fiscal year 2025 so the RPA has a project programmed in all four years of the TIP.
2. **RPA Review.** The RPA met electronically with Iowa DOT and FTA last October for our RPA review and is a process that is done with all RPAs every 5 years. DOT concluded that RPA 15 meets the requirements, and activities are being carried out in accordance with regulations/policies/procedures.

### RPA was commended by Iowa DOT for efforts in the following areas:

- Having an up-to-date and easy to navigate website with transportation planning documents.
- Translating core documents into Spanish.

**If you are unable to attend this meeting, please call Area 15 RPC by 10 AM Wednesday, February 24<sup>th</sup>, 2021** This courtesy will assist the RPC in determining if a quorum will be present. If it is determined that a quorum will not be present, the RPC can then advise other Policy Board members.

## **NOTICE OF RPA 15 POLICY BOARD MEETING**

**Thursday, February 25<sup>th</sup> at 11:30am**

**By phone 551-258-5668**

- Assisting member governments with plans and applications.
- Trying to coordinate plans with adjacent RPAs.
- Issuing award/rejection letters to funding applicants.
- Including small city and transit representation on TAC and Policy Board.

### Iowa DOT provided the following recommendations:

- The RPA annually solicit member jurisdictions for planning projects/activities that the RPA can assist with.
- The RPA develop standard orientation materials for new TAC and Policy Board members.
- The RPA start the update of their LRTP earlier to avoid challenges with data availability and hold the discussion of strengths/weaknesses, and goals with Policy Board at the beginning of the process.
- Develop a policy that documents the process to award additional funding to previously awarded projects.

- 3. Status updates on active STBG/SWAP and TAP projects.** Project sponsors may discuss the status of current projects.

### Other

- 4. Next Meeting.** April 2021.
- 5. Adjourn.**

**If you are unable to attend this meeting, please call Area 15 RPC by 10 AM Wednesday, February 24<sup>th</sup>, 2021** This courtesy will assist the RPC in determining if a quorum will be present. If it is determined that a quorum will not be present, the RPC can then advise other Policy Board members.

Minutes of the RPA 15 Policy Board meeting  
Thursday September 24<sup>th</sup>, 2020

Policy Board Members Present:

Mike Schrock	Dale House
Aaron Kookier	Daryl Wood
Steve Wanders	Wayne Huit
Lee Dimmit	Tom Lazio

Others Present

Chris Kukla – RPA 15

**Call to Order.** Lazio called the Policy Board to order at 11:32am.

**Electronic meeting statement.** The RPA is providing access to this meeting by electronic means pursuant to the provisions of the Iowa Open Meetings Law, Section 21.8, Code of Iowa. As a result of community spread in the State of Iowa and the State Public Health Emergency Declaration Issued on March 20<sup>th</sup>, 2020. As a result of community spread and the guidance from the CDC and IDPH the RPA is limiting the number of participants at the location to provide the six-foot distancing. The public may participate in this meeting through conference call or computer. Public notice of the meeting has been issued in accordance with Iowa Code Section 21.4

**Minutes.** The minutes from the June 25<sup>th</sup>, 2020 meeting were reviewed . House made a motion to approve the minutes as presented; Dimmit seconded the motion. All present voted aye; motion passed.

**1. Review/Approve amendments to the 2021-2024 TIP.**

- a. Iowa DNR.** Requesting to add a Federal Rec Trails award to the TIP for Mahaska County. Project will replace four bridges and a culvert at Bluff Creek OHV Park.. Total cost is \$408,200, FRT award is \$326,560.

Dimmit made a motion to approve the DNR amendment, Wood seconded the motion. All present voted aye, motion approved.

- b. Jefferson County.** Requesting to move the 257<sup>th</sup> St bridge, TPMS # 36328 into the 2021 TIP. Project includes \$273,100 in federal aid and \$226,900 in SWAP funding, funding levels are not changing.

Dimmit made a motion to approve Jefferson County's request, Huit seconded the motion. All present voted aye, motion approved.

- c. Wapello County.** Requesting to move the 28<sup>th</sup> St bridge over Chippewa Creek, TPMS # 29233, into the 2021 TIP. Project includes \$95,585 in federal aid and \$79,415 in SWAP funds, funding levels are not changing.

- d. Wapello County.** Requesting to move the 215<sup>th</sup> Ave over Bear Creek, TPMS # 37569, into the 2021 TIP. Project includes \$204,825 in federal aid and \$170,175 in SWAP funding, funding levels are not changing.

Dimmit made a motion to approve both Wapello County items c and d, Wood seconded the motion. All present voted aye, motion approved.

- e. Keokuk County.** Requesting to move the G29 project from Mahaska Co line to IA 21, TPMS # 35815, from FY 22 to 21. Co is also requesting to increase SWAP funding by \$400,000, this will increase project from \$1,500,000 to \$1,900,000.

Kukla noted that Keokuk County will be spent 6 years ahead, farthest anyone has borrowed ahead, and RPA will only have a balance of \$16k in FY21. This could be a problem if final allocation is less than target.

Dimmit asked if the TAC had any questions and about the ability to remove funds from the project. Kukla responded that it was discussed by the TAC and funding can be removed from the project prior to letting without issue, after letting that would need to be discussed with IDOT. Letting is scheduled for December, final allocations for FY21 will not be until January/February. Schrock asked if the RPA had any limits on how far a city/county could borrow ahead, could an entity borrow 10 years ahead. Kukla replied no, there were no limits it was up to board approval, he hoped that the board would not approve any entity borrowing 10 years ahead as that seemed excessive. Lazio asked to have a borrow limit on the agenda for a future meeting.

Wood made a motion to approve Keokuk County's request, Dimmit seconded the motion. Six present voted aye one nay (Schrock), motion approved.

- 2. Status updates on active STBG/SWAP and TAP projects.** Project sponsors may provide status updates on active STBG/SWAP and TAP projects.

There were no status updates on projects.

- 3. Next Meeting.** To be determined.
- 4. Adjourn.** House made a motion to adjourn at 11:46am, Dimmit seconded the motion. All present voted aye, motion approved.

# Request For Revision to the RPA 15 – Transportation Improvement Program

TIP Project Number: STBG-SWAP-2465(627)—SG-51 Date: 12/23/20

Request for (Check One)  Administrative Modification  Amendment

Applicant Name: City of Fairfield

Address: 118 South Main Street

City: Fairfield Zip Code: 52556

Phone Number: 641-472-6193 Fax Number: \_\_\_\_\_

Contact Person: Melanie A. Carlson Title: City Engineer

Project Title: 32<sup>nd</sup> Street from 250 feet south of Jackpine Loop to Burlington Avenue

Project Description and Type of Work: Pavement Rehab

Location or Roadway: 32<sup>nd</sup> Street

Distance: (indicated miles or feet) 0.75 miles

Bridge Structure Number (6 digit Federal ID): NA

Move Project from FY 2021 To FY 2021

Reason for Request: Request to change the scope of the project to add 250 feet to the project south of Jackpine Loop. The purpose of the request is to account for HMA runouts due to the County postponing their portion.

Funding:	Source	Current Amount	New Amount
	Region 15 STP or TAP Funds .....	<u>\$768,000</u>	<u>768,000</u>
	(Not to exceed 80% of total project funds)		
	Other Federal Funds .....	<u>\$</u>	<u>                    </u>
	Explain		
	State Funds .....	<u>\$</u>	<u>                    </u>
	Explain		
	Local Match .....	<u>\$0</u>	<u>0</u>
	(Not less than 20% of total project funds)		
	TOTAL Project Funding .....	<u>\$768,000</u>	<u>768,000</u>

Date	CHECKLIST (RPA 15 to complete)
_____	Request received at RPA 15      Type of Request: _____ Modification      _____ Amendment
_____	TAC Review      _____ Recommended or      _____ Rejected by TAC
_____	Policy Board Review      _____ Approved or      _____ Denied by Policy Board
_____	TIP revised or amended by RPA15
_____	Request STIP revision or amendment from DOT
_____	DOT approval of revision or amendment

**RPA 15 Summary of Funds**  
Moving Ahead for Progress in the 21st Century

**Surface Transportation Program**

Organization	FY22			FY23			FY24			FY25		
	Target	Program	Balance	Target	Program	Balance	Target	Program	Balance	Target	Program	Balance
10-15 Transit	50,000	0	48,042	50,000	0	98,042	50,000	0	148,042	50,000	0	198,042
Planning	35,000	35,000	69,929	35,000	35,000	69,929	35,000	35,000	69,929	35,000	35,000	69,929
Special Projects	100,000	0	-274,773	100,000	0	-174,773	100,000	0	-74,773	100,000	0	25,227
Fairfield	198,079	240,000	225,280	198,079	0	423,359	198,079	0	621,438	198,079	0	819,517
Oskaloosa	239,918	0	20,983	239,918	0	260,900	239,918	1,400,000	-899,182	239,918	0	-659,265
Ottumwa	523,725	0	1,524,897	523,725	2,055,354	-6,732	523,725	0	516,993	523,725	0	1,040,717
Jefferson	267,444	0	110,080	267,444	0	377,523	267,444	0	644,967	267,444	0	912,411
Keokuk	291,028	0	-1,448,252	291,028	0	-1,157,224	291,028	0	-866,196	291,028	0	-575,168
Mahaska	309,567	0	-237,781	309,567	0	71,786	309,567	0	381,353	309,567	0	690,920
Van Buren	264,374	1,900,000	-719,010	264,374	0	-454,636	264,374	0	-190,263	264,374	0	74,111
Wapello	291,866	0	1,092,607	291,866	0	1,384,473	291,866	0	1,676,340	291,866	0	1,968,206
<b>Total</b>	<b>2,571,000</b>	<b>2,175,000</b>	<b>412,001</b>	<b>2,571,000</b>	<b>2,090,354</b>	<b>892,647</b>	<b>2,571,000</b>	<b>1,435,000</b>	<b>2,028,647</b>	<b>2,571,000</b>	<b>35,000</b>	<b>4,564,647</b>

**Transportation Alternatives Program**

Total	FY22			FY23			FY24			FY25		
	Target	Program	Balance	Target	Program	Balance	Target	Program	Balance	Target	Program	Balance
	227,000	320,000	(10,723)	227,000	0	216,277	227,000	0	443,277	227,000	0	670,277