

Minutes of the RPA 15 Technical Advisory Committee Meeting
February 11th, 2021

TAC Committee Members Present:

Scott Cline	Rick Tebbs
Andrew McGuire	Ashley Utt
Sean Murphy	Ryne Thornburg
Shawn Morrissey	Jeff Skalberg
Melanie Carlson	Jay Allison
Kim Steele Blair	Dave Sedivec

Others Present

Chris Kukla – RPA 15

Electronic meeting statement. The RPA is holding 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 20th, 2020. As a result of community spread in the state and guidance from the CDC and IDPH it is impractical for the RPA to meet in person. Therefore, this meeting is being held by conference call. It is open to the public and the public can call in and join by conference call. Public notice of the meeting has been issued in accordance with Iowa Code Section 21.4

Call to Order. McGuire called the meeting to order at 2:03pm.

Action Items

Review of the minutes. Skalberg made a motion to approve the September 10th, 2020 as presented, Cline seconded the motion. All present voted aye; motion approved.

Election of Officers. Selection of a Chair and Vice Chair. McGuire suggested Skalberg for Chair. **Sedivec made a motion to approve Skalberg as chair for 2021, Carlson seconded the motion. All present voted aye, motion approved.** McGuire suggested Thornburg for Vice Chair. **Skalberg made motion to approve Thornburg as Vice Chair for 2021, Cline seconded the motion. All present voted aye, motion approved.**

Review/Approve amendments to the 2021 TIP.

- a. **Fairfield.** Requested a change of work on the 32nd Street from Jackpine Loop to Burlington Ave project. Change will add 250 feet to the project south of Jackpine Loop. **Skalberg made a motion to approve, Cline seconded the motion. All present voted aye, motion approved.**

Review Items

Balance Sheet and Application Deadline. Kukla provided the committee with the balance sheet for FFY22-25 and noted that the RPA recently received updated targets from IDOT and would provide updated numbers to the group. He also informed the committee that applications for

road, trail and bus projects are due April 1st, and is looking for a project application for FFY25 so the RPA has projects programmed in all four years of the TIP.

RPA Review. Kukla presented information on the RPA review, which occurred electronically with the Iowa DOT and FTA last October. This is a process that occurs every 5 years, the DOT concluded the RPA meets the requirements, and the activities are being carried out in accordance with regulations/policies/procedures.

RPA efforts were commended in the areas of: up-to-date website, translating core documents to Spanish, assistance to member governments, coordination with adjacent RPAs, issuing award letters, and including small city and transit representation. Recommendations for improvement were: formally solicit members for projects, develop standard orientation materials, start LRTP process earlier, and develop a process for addition additional funds to previously awarded project.

Status updates on active STBG/SWAP and TAP projects. Project sponsors discussed the status of current projects.

Other.

Next meeting. April 2021.

Adjourn. Skalberg made a motion to adjourn at 2:33pm. Carlson seconded the motion.

Chris Kukla, Area 15 RPC