

RPA18

Regional Planning Affiliation - Region 18 Policy Board and Technical Committee Meeting

Nov 13, 2024 11:00 AM Training Room ▾ 17501 Eastern Hills Dr , Council Bluffs, IA

<https://us02web.zoom.us/j/87455726461>

MINUTES

In attendance:

Policy Board Voting Members

- **Susan Miller** - Pottawattamie County
- **Charlie Parkhurst** - Shelby County, Policy Board Chair
- **Angie Winquist** - City of Glenwood

Technical Board Voting Members

- **Jamey Clark** - City of Glenwood
- **Jacob Ferro** - Mills County, Technical Committee Chair
- **Chris Fredericksen** - Shelby County
- **John Rasmussen** - Pottawattamie County

Non-Voting/MAPA Staff

- **Rachel Goettsch** - MAPA
- **Mia Haschenburger** - MAPA
- **Travis Halm** - Iowa DOT*
- **Scott Suhr** - Iowa DOT*

Charlie Parkhurst called the meeting to order at 11:01am

The slides noted the meeting was held in accordance with Chapters 21 and 22 of the Iowa Code and was live-streamed on MAPA's YouTube page.

ACTION ITEMS

A. Approval of the Agenda (Policy)

Charlie Parkhurst called for a motion to approve the agenda. No changes were made to the agenda.



Policy Board: Angie Winqvist motioned to approve the agenda. Motion was seconded by Susan Miller. Motion passed unanimously.

B. Public Comment

The floor was opened to give members of the public the opportunity to comment. No remarks were made.

C. Approval of the Minutes: October 16, 2024 Meeting (Policy)

Charlie Parkhurst called for a motion to approve the minutes. No changes were made to the minutes.

Policy Board: Susan Miller motioned to approve the minutes. Motion was seconded by Angie Winqvist. Motion passed unanimously.

D. Draft 2025-2028 Civil Rights Policy

Mia Haschenburger discussed the status of the Draft Civil Rights Policy and requested that the board approve a public comment period from December 12 - January 6 for draft policy consideration.

Joint Policy and Technical Committees: John Rasmussen motioned to:

- Open the DRAFT FY 2025-28 MAPA Civil Rights Policy Public Comment Period

Motion was seconded by Susan Miller. Motion passed unanimously.



DISCUSSION ITEMS

E. Review/Update of Bylaws

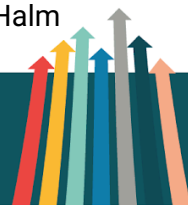
Mia Haschenburger reviewed bylaws and findings pertaining to small communities and presented potential updates, specifically for representation by communities with a population of 500 or more. An alternative looked at adding communities with a population of 1000 or more.

John Rasmussen noted that he thought that each of the counties were previously allotted two votes and that he did not understand the goal of the proposed changes, given the current scenario where the county does work for these communities. Travis Halm noted Harrison is the exception, only encompassing one vote. Rasmussen noted it would be unfortunate that these small communities be invited to the Committee only to realize that none of their roads are eligible for available funding. Susan Miller noted that the only city she could see that it would benefit is the City of Shelby since it's a bi-county community. Angie Winqvist and other members of the Committee agreed with Rasmussen.

Susan Miller expressed the sentiment that there are times she walks away from meetings not knowing what value she brought to the table, noting that she felt these smaller communities would feel this even more, particularly since these meetings are held during the work day and it may be difficult for these smaller community representatives to maintain attendance. Other members concurred.

Travis Halm noted that the representation comment is provided in RPA reviews for all agencies who do not have this representation. RPA policy and technical committees serve as regional planning committees, not just STBG selection committees. For other MPO and RPA committees statewide, as an example, representatives from all jurisdiction types are included to ensure fairness. He noted that RPAs have additional responsibilities beyond county roadway project implementation that would benefit from the addition of representation from smaller communities. Suhr gave the example of the RPA-14 (ATURA) as an RPA that is looking into small community representation. Halm recommended MAPA staff review RPA 9 (Muscatine and Scott Counties) as an example of a region that has established one committee member to represent all of their small communities.

Scott Suhr noted that RPA communities which fell under the current 5000 population criteria (such as Harlan and Cherokee) maintained their membership, and that therefore there is some precedent for smaller communities being allowed membership. Halm



followed up with the observation that it was less about the exact population number and more about making room for a variety of applicants that would be submitting TIP projects either way.

John Rasmussen noted that he liked the idea that communities could pick their own representatives.

Susan Miller asked whether the current bylaws discuss proxy votes. Mia Haschenburger explained that the concept is present only through the designation of a voting alternate in the case that a member is unable to attend a meeting.

Jacob Ferro noted that it might be beneficial to prepare a presentation to explain the representation opportunity to these small communities while also ensuring that they have appropriate expectations regarding funding opportunities.

Jacob and John noted that there's no harm in adding them to the Technical Committee and then determine their commitment level based on that. There was some concern that if members from the small communities were added, quorum would be difficult to maintain.

John Rasmussen requested that Mia Haschenburger forward the DOT review of the bylaws to the membership.

Susan Miller noted that many of these municipalities are Main Street Communities that have an economic development staff member who may be more available to attend RPA meetings if allotted local representation and might be prime candidates if small community representation is adopted.

F. FY 2026 RPA-18 Transportation Alternatives Set-Aside Program (TAP) Call for Projects

Mia Haschenburger provided an overview of the TA Set-Aside application process and opened a forum for questions. The membership had no questions or comments regarding the call for projects.

G. Additional Business

a. RPA 13 & 18 Safe Streets for All Project

MAPA staff have sent the grant agreement to FHWA Iowa and are working to develop an RFQ, with the aim to have it published in November.



b. MAPA Construction Timeline

MAPA parking lot construction is anticipated to be completed in January 2025.

c. Locations of Future RPA Meetings

No RPA-18 meetings in December 2024 and January 2025, unless TIP amendments are necessary. The majority of the membership expressed a desire to hold all future meetings at the Pottawattamie County Secondary Roads due to closer proximity. Travis Halm noted that there is precedent, citing Region Nine's decision to hold their meetings in Iowa despite being headquartered in Illinois. John Rasmussen stated he will attempt to block the venue calendar off for future meetings for the next six months, as relevant.

H. Adjournment

Charlie Parkhurst called for a motion for the meeting to adjourn.

Angie Winquist motioned to adjourn the meeting at 11:58pm.

FUTURE MEETINGS & EVENTS

- **Joint TTAC & RPAC - MPO:** December 6, 2024 at 10:00am
- **Council of Officials Quarterly Meeting:** December 11, 2024 at 11:30am
- **RPA-18 Policy Board and Technical Committee Meeting:** February 12, 2025 at 11:00am

