



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

May 21, 2025 11:00 AM Board Room ▾ 2222 Cuming St, Omaha, NE 68102 ▾

<https://us02web.zoom.us/j/82747825477>

MINUTES

In attendance:

Policy Board Voting Members

- **Charlie Parkhurst** - Shelby County, Policy Board Chair
- **Richard Crouch** - Mills County
- **Angie Winkquist** - City of Glenwood
- **Susan Miller** - Pottawattamie County, Policy Board Vice Chair
- **Gervas Mgonja** - City of Harlan

Technical Committee Voting Members

- **Chris Fredericksen** - Shelby County
- **John Rasmussen** - Pottawattamie County
- **Scott Suhr** - Iowa DOT
- **Jacob Ferro** - Mills County, Technical Committee Chair

Non-Voting/Guest/MAPA Staff

- **Lindsey Button** - MAPA
- **Rachel Goettsch** - MAPA
- **Latifa Moro** - MAPA
- **Carlos Morales** - MAPA
- **Bradley J. Grefe** - MAPA
- **Elise Emanuel** - MAPA
- **Travis Halm** - Iowa DOT*
- **Bob Riesland** - City of Missouri Valley*
- **Keith Monroe** - City of Missouri Valley*
- **Turri Colglazier** - City of Missouri Valley*

*Virtual attendance**

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: Richard Crouch motioned to approve the agenda. Motion was seconded by Charlie Parkhurst. Motion passed unanimously.

B. Approval of the Minutes: February 12, 2025 Meeting (Policy).

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

Policy Board: Richard Crouch motioned to approve the minutes. Motion was seconded by Charlie Parkhurst. Motion passed unanimously.

C. FY2026 Final Transportation Planning Work Program (TPWP)

Carlos Morales presented the final FY2026 TPWP and walked through key focus areas for the year. He noted that the Long Range Transportation Plan (LRTP) is due in November, and that MAPA staff will be doing several “block talks” with communities in the RPA region. These will help inform trail development and support work on the joint RPA 13 & 18 Safe Streets for All (SS4A) planning effort.

MAPA has consolidated its previous nine work activity categories into four streamlined focus areas to better communicate ongoing and cyclical responsibilities, such as the TIP and Call for Projects, which are done every year, and Public Participation and the Civil Rights Plan, which are done every third year. This year’s overall allocation of funds was 34% less than last year, so MAPA’s funding was adjusted down for our outer staffing labor cost. He presented the new categories of the management administration, regional transportation planning, and the TIP for the Project, which hasn’t changed from the previous draft. Additionally, there has been a 1% increase in the funding allocation. He also presented the proposed expenditure for the remainder of the Safe Streets for All program.

Carlos also reported that MAPA received one public comment on March 27, 2025, to look at and consider enhanced passenger rail service between Harrison, Monona, and Woodbury Counties, referencing Florida’s Brightline model as an example. He also talked about the State of Iowa releasing its freight plan, which aims to extend some of the rail. MAPA staff will continue to work with the Federal Railroad Administration and other passenger freight studies, and will continue to work with Iowa DOT on future rail and freight activities in the state. He concluded by discussing the work program deadlines,

stating that the TPWP is due to the Iowa DOT on June 1st, the Draft RTIP on June 15th, and the Final RTIP on July 15th.

Technical Committee: Jacob Ferro motioned to:

- Recommend approval of the final Transportation Planning Work Program (TPWP).

Motion was seconded by John Rasmussen. Motion passed unanimously.

Policy Board: Charlie Parkhurst motioned to:

- Approve the Technical Committee recommendation.

Motion was seconded by Richard Crouch. Motion passed unanimously.

D. FY2026 Draft Transportation Improvement Program (TIP)

1. FY2026 STBG and TASA Program

Lindsey Button presented the FY2026 Surface Transportation Block Grant (STBG) and Transportation Alternatives Set-Aside program for the next four fiscal years. She explained that we did not have any call for projects this year because there wasn't enough funding to cover any new projects. However, she stated that MAPA will be given a pass with the potential of opening a call again next year. She added that MAPA opened a call for STBG projects but did not receive any applications, so no new projects would be added to the TIP this year.

Although MAPA would not add any STBG programs to the TIP, the agency still faces a \$1,006,278 deficit in FY2028 due to using MAPA's starting cash balance instead of the fiscal constraint balance. Those two numbers differ because a Mills County project was let and spent less than its total award amount. When MAPA used the starting cash balance, the difference was returned to the RPA prematurely, even though the project is still not fully closed out. The funding is expected to return to the RPA, but still currently belongs to Mills County.

In addition, MAPA received funding from Iowa DOT that was about \$500,000 lower than the estimate provided last year. These two discrepancies created a total deficit of about \$1 million in FY2028. Lindsey added that, since there was no call for projects this year, there are currently no projects programmed for FY2029. However, there are three projects in FY2028, and one will need to be pushed to FY2029 to maintain fiscal constraint and provide an overview of the STBG program.

During the discussion, Jacob Ferro asked whether the deficit was a \$1 million deficit or if it was projected to become one. He also asked about which project was contributing to the discrepancy. Lindsey responded that the L16 Willow Creek project in Harrison County was awarded \$1.2 million but had not spent the

full amount for construction. She explained that the project was let for a construction cost of \$667,553, where the difference in the cash balance arises.

Carlos added that for STBG funding, MAPA is required to remain within fiscal constraint every year, unlike the Transportation Alternatives Set-Aside (TASA) program, where it is acceptable to be under fiscal constraint as long as the four-year program period remains balanced overall. For STBG, however, each fiscal year must demonstrate balance, and overprogramming is not permitted, but currently, the region is overprogrammed in FY2029 by more than \$1 million.

Lindsey continued by discussing the TASA program, formerly known as TAP, and noted no change to the starting balance. In this case, the cash balance and the fiscal constraint balance were the same, so MAPA did not encounter any issues. However, she mentioned a decrease in funding targets by approximately \$100,000, which did not impact the program's fiscal constraint. She also added that some projects from fiscal year 2025 would be rolled over into 2026, and she presented a spreadsheet highlighting the projects that would be carried forward, noting that all remaining projects would remain in fiscal year 2025, except the Shelby County Trail Connector, which would be rolled into FY2026.

Technical Committee: John Rasmussen motioned to:

- Recommend approval of the updated FY2026 STBG and TASA Programs as presented and discussed.

Motion was seconded by Jacob Ferro. Motion passed unanimously.

Policy Board: Charlie Parkhurst motioned to:

- Approve the Technical Committee recommendation.

Motion was seconded by Susan Miller. Motion passed unanimously.

2. FY2026 Draft TIP and Public Comment Period

Lindsey Button introduced the FY2026 Draft Transportation Improvement Program (TIP), noting that it is a federally required annual work product that outlines all capital and non-capital transportation projects within the boundaries of the RPA-18 proposed for federal funding. The current TIP covers Fiscal Years 2026 through 2029. Updates had been made to align the TIP's language with Iowa DOT's online standards. Rachel Goettsch provided additional context, stating that revisions to the TIP included clarifications to the amendment and modification procedures. Previously, there were inconsistencies between how amendments and modifications were defined and triggered. The updated language ensures alignment with Iowa DOT's latest guidance. Rachel also noted the inclusion of the 2024 TASA language and added that new text regarding fiscal constraint and public participation was incorporated. These additions

reflect practices that MAPA had already followed but had not previously documented within the TIP.

Lindsey Button also discussed an amendment to one project—the City of Logan’s Safe Routes to School (SRTS) trail project. She clarified that the total funding award for the project had not changed. The SRTS project was initially designed to run along Main Street in Logan, connecting the neighborhood to the school at the city’s north end. Lindsey presented an image comparing the trail’s old and new proposed termini, and explained that the school is now being developed farther south, so the trail will end at a new location, making the school district construct the remainder segment from the new terminus to the school. Because this technically changes the termini of the project, it must be amended in the TIP. As such, the project is being presented in the new TIP with updated termini and an amended project description to reflect these changes.

Lindsey concluded that a 21-day public comment period will be opened for the draft TIP on the MAPA website, allowing the public to review documents and submit feedback via the provided email address and phone number. Once the public comment period closes, any comments received online will be reviewed and incorporated into the TIP. The draft TIP will be submitted to the Iowa DOT after board approval. While the draft submission is due by June 15, the TIP will return to the board for final approval in July, after which it will be submitted to Iowa DOT by July 15.

Technical Committee: Jacob Ferro motioned to:

- Recommend approval of the Draft FY2026 TIP and to open the 20 day public comment period.

Motion was seconded by John Rasmussen. Motion passed unanimously.

Policy Board: Susan Miller motioned to:

- Approve the Technical Committee recommendation.

Motion was seconded by Angie Winquist. Motion passed unanimously.

E. Committee Officer Elections

Rachel Goettsch opened the officer elections by noting that while RPA-18 is transitioning to a biannual election cycle, the change has not yet been formally adopted in the bylaws. As a result, the group will hold officer elections for the Policy Board and Technical Committee for FY2026. An election will not take place next year, but one will be held the following year in 2027. She then reviewed the responsibilities of each officer role and opened the floor for nominations.

Technical Committee: John Rasmussen motioned to:

- Elect **Jacob Ferro** as Chair of the RPA-18 Technical Committee.

Motion was seconded by Chris Fredericksen. Motion passed unanimously.

Policy Board: Angie Winkvist motioned to:

- Elect **Susan Miller** as Vice Chair of the RPA-18 Policy Board.
- Elect **Charlie Parkhurst** as Chair of the RPA-18 Policy Board.

Motion was seconded by Gervas Mgonja. Motion passed unanimously.

F. Small Community Representation Scenarios

Rachel Goettsch led the discussion on the proposed updates to small community representation. A list of communities with populations over 1000, but below the current 2,500 threshold for a small community Representative (SCR) to help the board understand the scenarios. MAPA staff developed five potential scenarios to improve representation for these smaller jurisdictions:

- **Scenario 1:** Membership as is + one rotating caucus small community representative
- **Scenario 2:** Membership as is + one small rotating community representative for each county
- **Scenario 3 (Staff Recommendation):** Each county has a small community representative (Glenwood, Harlan, Missouri Valley predesignated + one from Pottawattamie County [(rotating or otherwise)])
- **Scenario 4:** Membership as is (with Glenwood, Harlan, and Missouri Valley to function as small community representation for the region)
- **Scenario 5:** Glenwood, Harlan, and Missouri Valley to function as small community representation + one overall small community representative (rotating or otherwise)

During the discussion, Jacob Ferro asked whether the SCRs would only serve on the Policy Board, and Rachel replied that they would. Jacob again commented that this might be difficult in terms of consistently reaching quorum. Rachel answered that most scenarios would add one new voting member, which would not significantly affect the quorum, except Scenario 2, which could complicate voting dynamics.

Scott Suhr also raised a concern about whether adding representatives would potentially skew the voting process. Rachel responded that scenario three was partly designed to address this concern by adding representation from Pottawattamie County for balance. It was clarified that the formal designation in the bylaws would not change voting power but would provide structural clarity. Carlos continued by highlighting the importance of Missouri Valley's participation due to major transportation initiatives in the area, including the State Safe Street For All (SS4A) program and the future highway 30 corridor relocation.

Susan Miller asked whether MAPA's recommendation had changed from scenario three or not, and Rachel answered that while the variations are similar, the key difference lies in the source of the new representative, either from Pottawattamie County or rotating among all small communities. It was also noted that requirements could be set to limit the selection to cities with populations over 1,000 (or another number), potentially narrowing the pool to Avoca, Woodbine, and Oakland.

Policy Board: Susan Miller motioned to:

- Revise the composition of the RPA-18 membership to align with scenario [3], as discussed, and direct staff to draft corresponding amendments to the RPA-18 Articles of Agreement to reflect this change in membership.

Motion was seconded by Gervas Mgonja. Motion passed unanimously.

DISCUSSION ITEMS

G. Public Comment

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

H. Additional Business

a. RPA 13 & 18 Safe Streets for All Overview

Rachel Goettsch provided an update on the Safe Street for All (SS4A) planning effort, a joint initiative between RPA-13 and RPA-18. In RPA-18, the project focuses specifically on Glenwood, Harlan, and Missouri Valley with the counties outside those communities being covered by a broader 97-county plan through a different project application developed by the Iowa County Engineers Service Bureau (ICEASB).

MAPA received a \$100,000 grant in FY2023 to develop a Comprehensive Safety Action Plan (CSAP) to support safety on the transportation networks within these three cities. MAPA issued a notice to proceed as of May 1, 2025, and SRF and Snyder & Associates consultants have begun their work. Work tasks initiated include public engagement throughout the summer by coordinating with existing community events. The final plan is scheduled for completion by August 31, 2026. MAPA and RPA-13 staff will be involved in stakeholder engagement and encouraged members to share any feedback or contact information for participation.

The plan will include a crash data analysis and the development of a High Risk Network (HRN), similar to work done on the MPO side. The study looks at crash

rates of existing intersections and roadway segments and uses the data to identify roadway characteristics associated with higher crash frequencies.

It was noted that rural areas generally experience fewer crashes, so the HRN will highlight more risk areas as opposed to focusing exclusively on areas where crashes have already occurred, allowing MAPA and partner cities to recommend safety improvements proactively. The plan's core will include this risk network and a toolkit of safety countermeasures.

Lindsey also invited members to attend a Goals Workshop scheduled for June 17 at 1:30pm (to be held virtually). She added that MAPA would be forming Safety Technical Advisory Group (STAG) meetings to support the development and asked members to share contact information for staff interested in participating.

b. State Recreational Trails (SRT) Grant Opportunity

Rachel Goettsch gave a brief overview of the State Recreational Trails (SRT) grant opportunity. The program is available to state and local government agencies, municipal corporations, counties, and nonprofit organizations. Grant requirements state that eligible projects include the acquisition, construction or improvement of recreational trails open for public use or trails which will be dedicated to public use upon completion. The anticipated total funding available is \$2.5 million, with applications due by July 1, 2025, at 5:00pm, and award announcements expected in October. The group was reminded that Glenwood had successfully utilized this grant previously and encouraged other communities to take advantage of the opportunity.

I. Adjournment

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

Angie Winquist motioned to adjourn the meeting at 12:14 pm. Motion was seconded by Charlie Parkhurst.

FUTURE MEETINGS & EVENTS

- **MAPA Council of Officials Quarterly Meeting:** June 18, 2025 at 11:00 am
- **RPA-18 Policy Board and Technical Committee Meeting:** July 9, 2025 at 11:00 am
- **RPA-18 Policy Board and Technical Committee Meeting:** August 13, 2025 at 11:00 am