

**IOWA NORTHLAND REGIONAL TRANSPORTATION AUTHORITY
MEETING NOTICE**

**INRCOG BOARD ROOM
229 EAST PARK AVENUE
WATERLOO, IA**

THURSDAY, DECEMBER 21, 2023, 1:00 PM

AGENDA

Actionable Items

1. Approval of the agenda.
2. Review and consider approval of the minutes for the October 19, 2023 meeting.
3. Review and consider approval of the Transportation Alternatives Set-Aside Project Selection & Programming Guidelines for the RTA.
4. Election of Officers for 2024.

Discussion Items

1. STBG and TA SA Funding Opportunities.
2. Project updates.
 - a. City and county project updates (TA SA and STBG)
 - b. IA 150 PEL Study
3. General discussion.
4. Adjournment.

www.bhcmpo.org/rta

RTA meetings are open to all individuals. Any person requesting reasonable accommodation to participate in this meeting must contact INRCOG at (319) 235-0311 at least two (2) business days in advance of this meeting.

IOWA NORTHLAND REGIONAL TRANSPORTATION AUTHORITY

THURSDAY, DECEMBER 21, 2023

MINUTES

Chair Barnett called the meeting of the Iowa Northland Regional Transportation Authority (RTA) to order at 1:00 PM.

Meeting Attendees:

Name	Title	Representing	Role
Duane Hildebrandt	Supervisor	Bremer County	Policy Board Member (Vice-Chair)
Clayton Ohrt	Supervisor	Buchanan County	Policy Board Member
Greg Barnett	Supervisor	Butler County	Policy Board Member (Chair)
Matthew Kuhn	Supervisor	Chickasaw County	Policy Board Member
Mark Schildroth	Supervisor	Grundy County	Policy Board Member
Joel Wikner	Councilmember	City of Denver	Policy Board Member
Mike Cherry	City Engineer	City of Waverly	Policy Board Member
Landon Moore	County Engineer	Bremer County	TTC Member
Brian Keierleber	County Engineer	Buchanan County	TTC Member
Cathy Nicholas	County Engineer	Black Hawk County	TTC Member
Roman Lensing	County Engineer	Chickasaw County	TTC Member (Online)
Michael Schares	Mayor	City of Dunkerton	TTC Member
Matthew Schmitz	City Manager	City of Independence	TTC Member (Online)
Lois Buhr	City Clerk	City of Readlyn	Attendee
Krista Billhorn	District Transportation Planner	Iowa DOT	Attendee (Online)
Matt Rector	Regional Director	Senator Chuck Grassley	Attendee
Aldina Dautović	Transportation Planner	INRCOG	RTA Staff (Secretary)
Kyle Durant	Transportation Planner	INRCOG	RTA Staff
Nick Fratzke	Director of Transportation	INRCOG	RTA Staff
Brenda Vavroch	Safe Routes to School Coordinator	INRCOG	RTA Staff

The first item on the agenda was approval of the agenda. It was moved by Schares, seconded by Schildroth to approve the agenda as presented. Motion carried unanimously.

Next was to review and consider approval of the minutes for the October 19, 2023 meeting. It was moved by Schildroth, seconded by Hildebrandt to approve the minutes as presented. Motion carried unanimously.

Next was to review and consider approval of the Transportation Alternatives Set-Aside (TA SA) Project Selection and Programming Guidelines for the RTA. Durant said the Iowa DOT released updated guidelines for TA SA (previously known as Transportation Alternatives Program, TAP) with the implementation of the Bipartisan Infrastructure Law. The biggest update to the program involves applicant eligibility. With TA SA, entities such as schools and nonprofit organizations can apply for funding opportunities. Staff presented draft guidelines and provided opportunities for public review and comment. No comments or proposed changes have been received. Applications for TA SA are due in February. It was moved by Hildebrandt, seconded by Schildroth to approve the Transportation Alternatives Set-Aside Project Selection and Programming Guidelines for the RTA as presented. Motion carried unanimously.

Next was the Election of Officers for 2024. Barnett and Hildebrandt volunteered to continue serving as Chair and Vice-Chair respectively. It was moved by Schares, seconded by Schildroth to approve the slate of Officers for 2024 as presented. Motion carried unanimously.

Next was Discussion Items:

1. STBG and TA SA Funding Opportunities

Durant said an RTA page is available on the Black Hawk County MPO website that provides details on funding opportunities. General information, funding amounts, guidelines, and project applications can all be found at www.bhcmpo.org/rta. Eligible projects for TA SA include sidewalks, trails, dedicated bike lanes, and Safe Routes to School infrastructure. Paved shoulders are not included under eligible projects. The minimum project cost is \$100,000.

Rector said RAISE grant applications are open and are due on February 28, 2024. A Notice of Funding Opportunity will be published soon for the Railroad Crossing Elimination Program. Another grant opportunity will be available soon by the EPA to fund climate change related projects. Rector noted that if any jurisdictions plan to apply and would like a Letter of Support from Senator Chuck Grassley's office, to reach out.

2. Project Updates

a. City and county project updates (TAP and STBG)

Waverly

Cherry said the Rolling Prairie Trail extension finished in July. The IA 3 bridge is scheduled to be let in May and begin construction during late summer. The City hopes to complete the bridge in one year.

Readlyn

Buhr said the City is wrapping up punch list items for their Main Street project.

Chickasaw County

Lensing said the V18 overlay is scheduled to be let this January.

Bremer County

Moore said C50 was completed in September. Two bridge projects went out to bid.

Black Hawk County

Nicholas said the bid for Crane Creek bridge replacement came in high.

Buchanan County

Keierleber said the county was successful in receiving safety funds for edge treatments on W35.

Butler County

Barnett said construction has started on the bridge replacement project. The temporary bridge will be placed soon, and the project will be worked on throughout the winter.

b. IA 150 PEL Study

Billhorn said the IA 150 PEL Study project location spans from north Urbana to south of Oelwein. The study is looking at adding passing and turning lanes at specific locations. Alternatives for the project include creating one-way traffic through the downtown area. A PowerPoint and opportunity to submit comments can be found [online](#). Public comments are due by January 8th, 2024.

In general discussion, the group discussed difficulty with successfully obtaining IJA grant opportunities targeted towards rural areas. Many rural communities cannot meet local match requirements or population eligibility. The group noted that rural descriptions need to be updated to include smaller Iowa communities, and that needs exceed available federal funding. Keierleber shared the Iowa [Public Works Service Bureau \(PWSB\) tool](#). There is no charge to use it, and it serves as a means of communication for public works and transportation in small towns. Durant noted the [Justice40 Initiative screening tool](#), which shows disadvantaged communities by census tract.

There being no further business, it was moved by Schares, seconded by Keierleber to adjourn the meeting. Motion carried unanimously. The meeting was adjourned at 1:41 PM.

Respectfully submitted,

Aldina Dautović
Secretary