

Minutes
Regional Planning Affiliate 13 – Policy Board and Technical Committee
Monday November 22, 2021 – 1:30 p.m.
ZOOM
Meeting ID: 816 0975 0747
Passcode: 645069

1. **Call to Order.** Technical Committee Chair Brad Wright called the meeting to order at 1:33 p.m.
2. **Roll Call.** Technical Committee members present: Dan Davis, JD King, AJ Lyman (late), Gary McClarnon, and Brad Wright. Policy Board members present: Alan Armstrong, Randy Hickey, Dave Jones, AJ Lyman (late), Gary McClarnon, and Brad Wright. Staff present: Tammy DeBord and Alexis Fleener.
3. **Approve Agenda.** Armstrong moved to approve the agenda and McClarnon seconded. The motion passed with all ayes.
4. **Approve October 21, 2021 Minutes.** McClarnon moved to approve the minutes. Jones seconded the motion passed with all ayes.
5. **Review and Approve Amended By-Laws.** DeBord presented the amended by-laws for review, two sets.
 - a. Option A Changes.
 - i. Article II Section 4. Remained the same stating sub-allocation of federal funds will be given to the counties and cities with population over 5,000. Smaller cities are eligible to apply but not given a sub-allocation.
 - ii. Article II Section 1. Removed the language “cities of over 5,000 population within the service area” to cities of Atlantic, Clarinda, Red Oak, and Shenandoah. In addition, the sentence stating “A member must be a local elected official of the jurisdiction that they represent.” Was eliminated.
 - iii. Article VIII Section 2 (A1) changed the sentence “from each of the qualified cities” to “from Atlantic, Clarinda, Red Oak, and Shenandoah” referring to technical committee members.
 - b. Option B Changes.
 - i. Article II Section 4. Changed the wording from “shall sub-allocate federal aid funds to Cass, Fremont, Montgomery and Page Counties and to the cities of Atlantic, Clarinda, Red Oak, and Shenandoah”.
 - ii. Article II Section 1. Removed the language “cities of over 5,000 population within the service area” to cities of Atlantic, Clarinda, Red Oak, and Shenandoah. In addition, the sentence stating “A member must be a local elected official of the jurisdiction that they represent.” Was eliminated.
 - iii. Article VIII Section 2 (A1) changed the sentence “from each of the qualified cities” to “from Atlantic, Clarinda, Red Oak, and Shenandoah” referring to technical committee members.

- c. Technical Committee.
 - i. King moved to recommend approval of the Option B by-laws as presented with changes. McClarnon seconded the motion. A roll call vote was taken. Ayes: Davis, King, McClarnon, and Wright. Nays: None.
 - d. Policy Board.
 - i. Hickey moved to approve the Option B by-laws as presented with changes. Armstrong seconded. A roll call vote was taken. Ayes: Armstrong, Hickey, Jones, McClarnon, and Wright. Nays: None.
- 6. Review and Approve FY22 TIP Amendment.** DeBord presented the TIP amendment for review. BRM-SWAP 8002(602)—SD-69 project was added to the FY22 TIP by the Iowa DOT, it had been entered in the FY21 TIP but did not get carried over into FY22. It is for a bridge replacement in Villisca.
- a. Technical Committee.
 - i. King moved to recommend approval and Davis seconded. The motion passed with all ayes.
 - b. Policy Board.
 - i. McClarnon moved to approve the TIP amendment as presented. Armstrong seconded. The motion passed with all ayes.
- 7. Review Fremont County FY22 TIP Amendment and IDOT Guidance.** DeBord explained Davis came to her with a TIP amendment, he wanted to move a project from FY22 to FY26 and put two new projects into FY22. However, the projects had not been through the application process for STBG funds. DeBord reached out to the IDOT for their guidance and they explained the projects would have to go through the normal channels of application, review, and approval to be included in the TIP. Davis gave a brief description of the two projects. He will submit applications for both for the spring 2022 quarterly meeting. No action taken on this item.
- 8. Small Community and Public Comments.** None presented.
- 9. Other Business.**
- a. STBG Application Cycle. The FY26 application cycle will be December 1 through January 31.
 - b. TAP Application Cycle. The FY23 application cycle will be December 1 through January 31.
- 10. Adjourn.** Jones moved to adjourn the meeting at 1:58 p.m. and Armstrong seconded. The motion passed with all ayes.