

MINUTES
Regional Planning Affiliate 13 – Policy Board and Technical Committee
Thursday October 21, 2021 – 10:00 A.M.
ZOOM
Meeting ID: 816 7428 1336
Passcode: 913733

1. **Call to Order.** Technical Committee Chair Brad Wright called the meeting to order at 10:01 a.m.
2. **Roll Call.** DeBord took roll call. Policy Board members present: Alan Armstrong, Dave Jone (10:20 a.m.), AJ Lyman, Donna Robinson, and Brad Wright. Technical Committee members present: Karen Albert, JD King, John Lund, AJ Lyman, Trent Wolken, Brad Wright. SWIPCO Staff present: Tammy DeBord and Alexis Fleener. Others Present: Scott Suhr, Iowa DOT.
3. **Approve Agenda.** Robinson moved to approve the agenda, Lyman seconded. The motion passed with all ayes.
4. **Approve July 15, 2021 Minutes.** Armstrong moved to approve the minutes of the July 15, 2021 meeting. Lund seconded the motion and it passed with all ayes.
5. **Review and Discuss the City of Shenandoah inclusion on Policy Board and Technical Committee.** DeBord shared the city of Shenandoah has dropped below 5,000 in population according to the recently released 2020 US Census counts. Currently the by-laws state “the board will include 1 person from each of the counties in the service area and 1 person from each of the cities of over 5,000 population within the service area”. She presented the following options for re-mediation.
 - a. Amend the by-laws to say the specific city name and do not mention a population requirement and let Shenandoah remain on the board and technical committee. It was noted that RPA 18, which is managed by MAPA, had a similar situation with the city of Harlan and allowed Harlan to remain on the board as their by-laws specifically state the names of the cities and no population requirement.
 - b. Amend the by-laws to include a small city representative on the board and technical committee, of which Shenandoah would be that representative. Adding a small city representative to the board was a recommendation of the Iowa DOT following RPA 13 monitoring visit in 2020.
 - c. Amend the by-laws to state city by name and allow Shenandoah to remain on the policy board and technical committee AND add a small cities representative in addition, increasing the size of the board.
 - d. Remove Shenandoah from the board and technical committee and leaving the over 5,000 population language in the by-laws, moving the board size to 7.
 - e. The consensus of the group was to amend the by-laws to reflect the names of cities on the board and no population requirement. In addition, the group felt that there is no

need to add a small city representative at this time. DeBord will make the changes and present for approval at a meeting in November.

- 6. Review and Discuss the City of Shenandoah's sub-allocation.** DeBord explained that due to Shenandoah falling below 5,000 population per the 2020 US Census counts they no longer meet the sub-allocation criteria in Article II Section 4 of the by-laws which states that "The board shall sub-allocate federal aid funds to each county and city over five-thousand (5,000) population, up to the maximum levels as permitted by the Iowa DOT". In addition, the TIP states RPA 13 sub-allocates funding to each of the four counties and four large cities based on a formula similar to the Road Use Tax Fund, but does not specifically mention population. Finally, under the current STBG application process, the city of Shenandoah would be allowed to apply for STBG funds for a project and that funding, if awarded, would come out of Page County's sub-allocation. It was also noted that Shenandoah last used their sub-allocation in FY13 and now have a project in FY22. The following options were discussed:

 - a. Allow the city of Shenandoah to retain their sub-allocation and amend the by-laws to drop the 5,000 population language.
 - b. Create a small city sub-allocation fund, which would be Shenandoah's current share, where Shenandoah could apply for funds, along with other small cities. Only cities under 5,000 population would be able to receive this funding. This was a recommendation of the Iowa DOT following the RPA 13 2020 monitoring visit.
 - c. Leave the by-laws as they currently read, thereby Page County would be the recipient of the funds currently sub-allocated to Shenandoah. This is the process used by RPA 18 for the city of Harlan and Oakland, who retain seats on the board but do not receive a sub-allocation, rather funds are given to their counties.
 - d. The board does not want to create a sub-allocation for small cities, that option was dismissed. The board requested DeBord do more research and report back at the November meeting at which time the board will vote on the matter.
- 7. Small Community and Public Comments.** None presented.
- 8. Other Business.** Suhr shared the Iowa DOT will hold a public informational meeting November 4 in Red Oak for the construction project on Highway 34 and the intersection of 34 and 48, including new signals. Letters are being sent out this week to the county supervisors, city, fire department, police department, etc.
- 9. Adjourn.** Robinson moved to adjourn the meeting at 10:32 a.m. and Jones seconded. The motion passed with all ayes.