

**IOWA NORTHLAND REGIONAL TRANSPORTATION AUTHORITY  
MEETING NOTICE**

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

**THURSDAY, MARCH 21, 2024, 1:00 PM**

**AGENDA**

**Actionable Items**

1. Approval of the agenda.
2. Review and consider approval of the minutes for the February 15, 2024 meeting.

**Discussion Items**

1. Review the draft FY 2025 Transportation Planning Work Program (TPWP)  
[https://bhcmpo.files.wordpress.com/2024/03/draft.rta\\_fy25.tpwp .pdf](https://bhcmpo.files.wordpress.com/2024/03/draft.rta_fy25.tpwp.pdf)
2. General discussion.
3. Adjournment.

**[www.bhcmpo.org/rta](http://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, MARCH 21, 2024

## MINUTES

Vice-Chair Hildebrandt 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
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
Brian Keierleber	County Engineer	Buchanan County	TTC Member
John Riherd	County Engineer	Butler County	TTC Member
Cathy Nicholas	County Engineer	Black Hawk County	TTC Member (Online)
Roman Lensing	County Engineer	Chickasaw County	TTC Member
Gary Mauer	County Engineer	Grundy County	TTC Member
Michael Schares	Mayor	City of Dunkerton	TTC Member
Matthew Schmitz	City Manager	City of Independence	TTC Member
Burt Ostert	Mayor	City of Alta Vista	Attendee
Chris Even	Mayor	City of Jesup	Attendee
Steve Geerts	Mayor	City of New Hampton	Attendee
Brian Crawford	Engineer	Crawford Engineering	Attendee
Krista Billhorn	District Transportation Planner	Iowa DOT	Attendee (Online)
Aldina Dautović	Transportation Planner	INRCOG	RTA Staff (Secretary)
Kyle Durant	Transportation Planner	INRCOG	RTA Staff
Nick Fratzke	Director of Transportation	INRCOG	RTA Staff

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

Next was to review and consider approval of the minutes for the February 25, 2024 meeting. It was moved by Schildroth, seconded by Ohrt to approve the minutes as presented. Motion carried unanimously.

Next was Discussion Items:

1. Review the draft FY 2025 Transportation Planning Work Program (TPWP)

Durant said staff develops the TPWP every year. The document outlines activities, budget, and hours associated with staff projects and tasks for the upcoming fiscal year beginning July 1<sup>st</sup>, 2024, and ending June 30<sup>th</sup>, 2025. At the beginning of the calendar year, staff meets to review all activities, plans, projects, and documents to be worked on. Project areas are generally kept broad to allow for various projects and flexibility. Durant told the group to let staff know if they would like any specific projects included in the document and to submit comments by the end of April. The draft has been sent to the Iowa DOT for review, and the final document will be presented to the Policy Board for adoption in May.

2. General discussion

Staff added a tab to the Black Hawk County MPO website specifically for the RTA.

[www.bhcmpo.org/rta](http://www.bhcmpo.org/rta)

There being no further business, the meeting was adjourned by Vice-Chair Hildebrandt at 1:04 PM.

Respectfully submitted,

Aldina Dautović  
Secretary