

MEETING NOTICE AND AGENDA

The Corridor Metropolitan Planning Organization

will meet

Thursday, February 21, 2008

1:00 P.M.

City Council Chambers

4th Floor, Cedar Rapids City Hall

Action/Discussion Items

1. **Approve minutes of previous meeting** (attached).
2. **CMPO Nominating Committee for Election of 2008 Officers.** It is time again for the election of the Chair, Vice-Chair, Secretary, and Treasurer of the Corridor MPO. Each officer typically serves 2 one-year terms. Past practice has been for the outgoing Vice-Chair to be considered for election to Chair, outgoing Secretary for Vice-Chair, and outgoing Treasurer for Secretary. The election committee also recommends someone for the Treasurer position. As of last December the officers were Chair George Kanz, Vice-Chair Tom Patterson, Secretary Linda Langston, and Treasurer John Nieland. As of January 1st, 2008 the 2007 Vice-Chair and Treasurer are no longer CMPO representatives. The Nominating Committee is comprised of one representative from each CMPO member. Prior to the next meeting the Nominating Committee will meet and make a recommendation that will be given at the March CMPO meeting.
3. **March CMPO meeting.** A March 6th meeting was scheduled last year for CMPO to receive the STP/TE programming recommendations and approve the draft FY09 – FY12 TIP. Normally, the March meeting would be on March 20th (third Thursday). The TIP actions could be performed on the 20th without negatively affecting the TIP process so Staff is asking whether CMPO has an issue with cancelling the March 6th meeting and holding the March 20th meeting as planned.

Requested action: Cancel the March 6th meeting and move agenda to the March 20th meeting.

4. **FY08 – FY11 TIP amendments.** Three amendments are being requested by Cedar Rapids to include the previously programmed 33rd Avenue SW Viaduct project and the recently awarded Safe Routes to School Program grants in FY08. The projects are:
 - 33rd Avenue SW – Extend from 10th Street to 18th Street
 - Oakland Rd. NE from 29th St. to north of J Ave.
 - 1st Ave. W from Cleveland St. to 21st St., 22nd St. NW from Burch Ave. to Johnson Ave. and Burch Ave. NW from 22nd St. to 20th St.

Requested action: Approve amendments to the FY08 – FY11 TIP.

5. **Annual Audit for July 2006 to June 2007.** At the last meeting, Staff informed Corridor MPO that an annual audit is not required unless \$500,000 or more in federal funds are spent in a given year.

Staff was directed to check with Honkamp Krueger & Co. (the lowest bidder) to see if the bid amount was influenced by their performing the audit last year. In other words, would it be more if an audit was not done last year. Staff also had a discussion with the Cedar Rapids Finance Director about the advantages or disadvantages of performing an audit every year compared to performing it in off years. The Finance Director strongly recommended performing the audit every year because of the commingling of Corridor MPO funds with City of Cedar Rapids funds. Staff then contacted Honkamp Krueger & Co. and was informed that the bid price is not influenced by when the last audit was performed. Staff asked if they would honor the bid price of \$3,250 and they said that they would. Staff is now strongly recommending that Corridor MPO continue its practice of performing an annual audit.

Requested action: Award bid for annual audit to Honkamp Krueger & Co. for \$3,250.

- 6. Street Classification of 26th Street SW in Cedar Rapids.** A request has been made to the City of Cedar Rapids by the CRANDIC Railroad Company to close a section of 26th Street SW in order to provide another rail crossing to serve ADM's facility expansion. Cedar Rapids' TTAC representatives requested that TTAC review this request because 26th Street SW is a Minor Arterial in the Major Street Network. Vacation of part of the roadway would then require the street to be downgraded in the Major Street Network from a Minor Arterial to a Collector or a Local roadway. The traffic model was used to determine the effect of severing the roadway on transportation flow over the network. TTAC is recommending that Corridor MPO urge the City of Cedar Rapids to not vacate 26th Street SW due to the role of the roadway in providing an important connection in the Major Street Network.

Requested action: Recommend that the City of Cedar Rapids not approve the vacation request of 26th Street SW.

- 7. SSWiG Presentation (15 minutes).** The Sanitary Sewer Working Group (SSWiG) has worked for the past year with a consultant, HDR, to create a hydraulic flow model in order to best prioritize the replacement of the Indian Creek/Dry Run Creek sanitary sewer trunk line. That model is complete and has been thoroughly reviewed by the SSWiG committee. Dave Dechant of HDR will present the model information and recommendations.

Requested action: Accept the model and authorize final payment to the consultant.

- 8. Preliminary Roadway and Intersection Design (PRID) Study Extension.** Hiawatha and Cedar Rapids have expressed interest in having Anderson-Bogert extend the scope of the PRID Study to include the Blairs Ferry Road corridor from Milburn Road NE to I-380. TTAC is recommending the PRID Study scope be extended to include the above analysis of Blairs Ferry Road. Extending the scope of the PRID Study with Anderson-Bogert will cost \$29,896.52.

Requested action: Approve the extension of the PRID Study at a cost of \$29,896.52.

- 9. Complete Streets Discussion (attachment).** Discussion regarding the concept of "Complete Streets". The included attachments give some background on this concept.
- 10. Bicycle Friendly Community Discussion (attachment).** Discussion regarding the "Bicycle Friendly Community" program. The included attachments give some background information on this program from the League of American Bicyclists as well as information on conducting a bikeability audit.

Informational Items

- 11. TPWP Revisions.** Two revisions to the FY08 Transportation Planning Work Program were performed to move the previously approved participation in the National Household Travel Survey (NHTS) Add-on program and the Traffic Count Program from future FY08 activities to current FY08

activities.

- 12. Lowe Park District Plan.** The Corridor MPO has created a Steering Committee consisting of staff from the Cedar Rapids, the Corridor MPO, Linn County, and Marion to establish a workplan for the future Lowe Park District Plan. The group has also identified a set of working goals, a public involvement strategy, and a draft timeline for the project. The group's next step will be to establish a communications plan and preparation for the initial public meeting. Drew Westberg is performing this task.
- 13. Tower Terrace Road Corridor Management Plan.** The Tower Terrace Road Corridor Management Plan is progressing. The Advisory Group has begun discussing implementation strategies based on the goals and objectives previously developed. The Stakeholder Group has faced challenges meeting due to weather, but has identified several issues of concern regarding the proposed facility. The next step is to work with the Stakeholder Group to identify desired land uses within the corridor and roadway design preferences. Once this step has been completed, Staff will provide the Policy Board with a formal project update. Drew Westberg is performing this task.
- 14. Bus Stop Inventory for FST&P.** Staff is continuing the inventorying of new bus stops for Five Seasons Transportation and Parking as they migrate from a "flag down" system to a marked bus stop system. The bus stop sign locations are mapped using GPS (Global Positioning System) to provide an accurate inventory for maintenance and possible movement. Maps were created to help determine ideal spacing of signs based on street layout and proximity to frequented destinations. Once complete, bus stop location amenities such as shelters and ADA accessibility will be cataloged. Sushil Nepal is performing this task.
- 15. Countywide Trails Initiative.** In the Spring, Staff will begin the process of analyzing the approved trail corridors, defining specific locations, configurations and costs, in order to categorize and prioritize them. Adam Lindenlaub is performing this task and staffing this committee.
- 16. Floodplain Regulations Discussion.** The committee is expecting to present a recommendation to Corridor MPO soon that will identify the pros and cons of making a floodplain regulation more restrictive. Drew Westberg is staffing this committee.