

Linn County Regional Planning Commission
Meeting Minutes

February 23, 2007
 Cedar Rapids City Council Chambers, 4th Floor City Hall
 3:00 P.M.

Member	Present	Not Present	Proxy
Lu Barron	X		
Brian Fagan	X		
Kay Halloran		X	
Jim Houser		X	
George Kanz	X		
Linda Langston	X		
Kim McCarty	X		Dan Whitlow
Jerry McGrane	X		
Joel Miller		X	
Pat Murphy		X	
John Nieland	X		Tom Treharne
Tom Patterson	X		
Boyd Potter	X		
Pat Shey	X		
Dale Stanek	X		
Chuck Swore	X		
Scott Sylvester		X	
Cedar Rapids Vacancy			
Bill Voss	X		

Staff Present: Dean Wheatley, Adam Lindenlaub, Brad Larson, Jane Tompkins
 Others Present: Joanne Popelka

Chair George Kanz called the meeting to order at 3:05.

AGENDA

1. Approve minutes of previous meeting.

Brian Fagan moved to approve the minutes as mailed. Dale Stanek seconded the motion, which passed unanimously.

2. Election of Officers for 2007. Officers typically serve 2 one-year terms. Current officers have served one year, and are:

Chair: George Kanz
 Vice-Chair: Tom Patterson
 Secretary: Linda Langston
 Treasurer: John Nieland

Lu Barron moved to elect the current officers for another one-year term. Jerry McGrane seconded the motion, which passed unanimously.

3. FY08 Work Program and Budget. A task, budget, and dues summary was attached to the mailed agenda. Staff informed the group that the budget has grown somewhat to reflect increasing regulatory responsibilities and banking of funds for future expensive projects, such as an Interstate 380 study.

Dale Stanek moved to approve the Work Program and Budget. Jerry McGrane seconded the motion, which passed unanimously.

Informational Items

- 4. Sanitary Sewer Working Group (SSWiG).** The SSWiG has been meeting for over four years at the direction of the LCRPC. The group has focused on the Indian / Dry Creek trunk due to its location through numerous jurisdictions and the current capacity issues facing it, and has devised a plan to replace the Indian / Dry Creek sewer trunk which has been divided into 20 segments from the southern end of Robins to the Water Pollution Control facility in Cedar Rapids. Details of the plan were contained in the draft 28E Intergovernmental Agreement reviewed at the March 2006 LCRPC meeting and now that agreement is almost finalized. Previously, the LCRPC endorsed a SSWiG recommendation that a modeling/preliminary design study be initiated to provide information needed for cost estimates and final infrastructure engineering design under the management of LCRPC staff utilizing assessment of extra local dues equivalent to each jurisdiction’s percentage of cost participation in the entire project. SSWiG has received qualifications from engineering firms, interviewed the top two, and has chosen HDR Engineering Inc. to perform the work. Each jurisdiction is now in the process of approving funding for the project, and once assured of those commitments LCRPC will be asked to approve the contract.

Sanitary Sewer Working Group (SSWiG) Membership		
Name	Title	Organization
Dave Elgin	City Engineer	Cedar Rapids
Steve Gannon	County Engineer	Linn County
Steve Hershner	WPC Environmental Manager	Cedar Rapids
Darin Ligtenberg	City Engineer	Robins
Dick Ransom	City Engineer	Hiawatha, Fairfax
Dave Wallace	Project Engineer II	Cedar Rapids
Dan Whitlow	City Engineer	Marion

Staff informed the Commission that the consultant modeling contract has been finalized, and that the 28E Agreement has been passed by several of the jurisdictions.

- 5. Preliminary Roadway and Intersection Design (PRID) Study.** This study, approved by the Commission in November 2005, provides for detailed examination of several areas forecasted to be significantly congested in the future. Anderson-Bogert is the consulting engineer. Data collection is complete and analysis of data has begun. This contract is being coordinated through the Transportation Technical Advisory Committee (TTAC). Staff will update the Commission on the progress of this study.

Transportation Technical Advisory Committee (TTAC) Membership		
Name	Title	Organization
Cathy Cutler	District Planner	Iowa DOT
Denny Clift	Streets Director	Cedar Rapids
Brad DeBrower	Transportation Operations Manager	Cedar Rapids
Dave Elgin	City Engineer	Cedar Rapids
Steve Gannon	County Engineer	Linn County
Darin Ligtenberg	City Engineer	Robins
Dan Mann	Airport Director	Cedar Rapids
Gary Petersen	City Traffic Engineer	Cedar Rapids
Dick Ransom	City Engineer	Hiawatha, Fairfax
Tom Treharne	Planning & Development Director	Marion
Dan Whitlow	City Engineer	Marion

Staff informed the Commission that the consultant is performing data analysis, meeting with jurisdictions’ staff, and planning open houses for March and April.

- 6. Passenger Transportation Development Plan (PTDP).** As a new requirement for MPOs under the federal transportation bill (SAFETEA-LU), the PTDP will show transit opportunities and gaps throughout the metro area with both public and private providers. Staff has attended Iowa DOT meetings for guidance on creation of this document, has been in close working contact with the local providers, and has submitted a draft for review by state and federal agencies. - a copy of the draft was enclosed with the agenda.

7. **Transit Survey.** Vernon Research was selected to perform an intensive survey of Five Seasons Transportation & Parking (FST&P) transportation services and their ridership. The questionnaire and methodology has been prepared and reviewed by LCRPC and FST&P staff. Work is to begin this month.

Transit Survey Committee Membership		
Name	Title	Organization
Bill Hoekstra	Director, FST&P	Cedar Rapids
Linda Langston	Supervisor	Linn County
Joel Miller	Mayor	Robins
John Nieland	Mayor	Marion
Tom Patterson	Mayor	Hiawatha

8. **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.
9. **Countywide Trails Initiative.** Staff will soon begin the process of analyzing the approved trail corridors, defining specific locations, configurations and costs, in order to categorize and prioritize them.

Countywide Trails Advisory Committee Membership		
Name	Title	Organization
Aaron Anderson	Clerk/Administrator	Ely
Joanne Beer	Council	Fairfax
Randy Burke	Outdoor Recreation Planner	LCCB
Angie Cole	Parks & Recreation Director	Hiawatha
Cathy Cutler	District Planner	Iowa DOT
Dave Elgin	City Engineer	Cedar Rapids
Richard Fox	Parks Director	Marion
Steve Gannon	County Engineer	Linn County
Dave Kramer	Parks Director	Cedar Rapids
Ron McGraw	Representative	LC Trails Association
Bernie Smith	Representative	Hawkeye Bicycle Association
Les Beck	P&Z Director	Linn County
Cathy Welton	Parks and Recreation Coordinator	Robins

10. **FY08 – FY11 Transportation Improvement Program (TIP).** Both the Transportation Technical Advisory Committee and the Transportation Enhancements Committee have meet twice to develop a programming recommendation for FY11. Their recommendations will be presented at the March 8th LCRPC meeting as part of the approval of the draft FY08 – FY11 TIP.

TTAC membership shown under item #5.

Transportation Enhancements Committee Membership		
Name	Title	Organization
Dan Biechler	Director	LCCB
Randy Burke	Outdoor Recreation Planner	LCCB
Dave Elgin	City Engineer	Cedar Rapids
Richard Fox	Parks Director	Marion
Dave Kramer	Parks Director	Cedar Rapids
Steve Krug	City Landscape Architect	Cedar Rapids
Darin Ligtenberg	City Engineer	Robins
Tom Treharne	Planning & Development Director	Marion
Dave Van Dee	City Administrator	Hiawatha

11. **Floodplain Regulations Discussion.** The LCRPC ad-hoc committee will be asking Bill Cappuccio of the

Iowa DNR to speak to the committee on various topics including the development and consequences of a metro area standard and ordinance enforcement.

Stormwater Management & Floodplain Ordinance Review Committee Membership		
Name	Title	Organization
Les Beck	P&Z Director	Linn County
Dave Elgin	City Engineer	Cedar Rapids
Pat Engel	Plats & Zoning Manager	Cedar Rapids
Linda Langston	Supervisor	Linn County
Darin Ligtenberg	City Engineer	Robins
Duane Meihost	Zoning Administrator	Robins
Mark Powers	Building Official	Hiawatha
Tom Treharne	Planning & Development Director	Marion
Dan Whitlow	City Engineer	Marion

12. Context-Sensitive Solutions (CSS) Assistance Contract. A contract has been executed with the firm Iteris, Inc. to provide “as-requested” CSS services to local jurisdictions on a first-come first-served basis. Marion and Cedar Rapids have indicated an interest in using this service.

CSS Advisory Committee Membership		
Name	Title	Organization
Brian Fagan	Council Member	Cedar Rapids
Kay Halloran	Mayor	Cedar Rapids
George Kanz	Representative	Cedar Rapids
Linda Langston	County Supervisor	Linn County

13. Hazard Mitigation Planning. Staff has begun researching regulations, assembling committees, and contacting participants for preparing Hazard Mitigation Plans for Cedar Rapids, Marion, Hiawatha, Ely and Fairfax.

The meeting adjourned at about 3:40.