

Linn County Regional Planning Commission
Meeting Minutes

April 10, 2007
 Cedar Rapids City Council Chambers, 4th Floor City Hall
 2:00 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		
Jerry McGrane	X		
Joel Miller	X		
Pat Murphy		X	
John Nieland	X		
Tom Patterson	X		
Boyd Potter			
Pat Shey			
Dale Stanek	X		
Chuck Swore			
Scott Sylvester	X		
Cedar Rapids Vacancy			
Bill Voss			

Staff Present: Dean Wheatley, Adam Lindenlaub, Brad Larson, Julie Gallagher
 Others Present: Joanne Popelka; Stan Petersen and Cathy Cutler, IDOT; Doug Funke; Dave Elgin

Chair George Kanz called the meeting to order at 2:05.

AGENDA

1. Approve minutes of previous meeting.

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

2. Fiscal Year 2006 Audit Report. Doug Funke, Audit Manager of Honkamp Krueger & Co. presented the audit findings.

Jim Houser moved to accept audit and authorize final payment to Honkamp Krueger & Co. Dale Stanek seconded the motion, which passed unanimously.

3. FY07 Budget Amendment. Dean Wheatley explained that adjustments to the budget are necessary due to several unexpected events and policy changes. The amendments are internal to the budget, and do not require any changes to the budget total. He cited the changes to the group, as follows:

Line Item	Current	Revised
Transportation Planning Work Program	\$71,000	\$90,000
Long-Range Transportation Plan	\$217,905	\$187,405
TIP	\$5,500	\$17,000
Public Participation Plan	\$10,000	\$10,000
Total	\$304,405	\$304,405

Tom Patterson moved to approve the budget amendment. Linda Langston seconded the motion, which passed unanimously.

- 4. Passenger Transportation Development Plan (PTDP).** Sam Shea briefed the group on this item, discussed in more detail at a previous meeting. An executive summary was attached to the meeting agenda. Several minor changes were made to the draft document, which is now ready for LCRPC approval for submission to the Iowa DOT.

Linda Langston moved to approve the PTDP for submission. Jim Houser seconded the motion, which passed unanimously.

- 5. Census National Household Travel Survey (NHTS).** The National Household Travel Survey (NHTS) is the nation's inventory of daily and long-distance travel. LCRPC can purchase additional samples for the 2008 survey, to better understand travel behavior specific to the metro area, and to improve the accuracy of the traffic model. Sam Shea clarified for the group that the work being considered will not be done unless LCRPC contracts for it, and does not represent simply a reformatting of already-collected information. The cost, \$210,000 can be funded with carryover planning funds and do not need to be matched with local dues. Dean Wheatley told the group that funding is available for this project.

John Nieland moved to approve funding the NHTS. Dale Stanek seconded the motion, which passed unanimously.

- 6. Transportation Investment Moves the Economy in the 21st Century (TIME-21) Endorsement.** George Kanz introduced this discussion about transportation funding needs in the state, and the report that has been prepared outlining needs and possible solutions. He suggested that a resolution of support for the report be adopted by the Commission. There was a lengthy discussion about long-term goals and political considerations in transportation funding in the state, and a general acknowledgement that there is no single solution that will satisfy everyone. Linda Langston suggested that the resolution of support include a listing of the LCRPC membership.

Tom Patterson moved to authorize the Chair to sign a resolution of endorsement. Linda Langston seconded the motion, and there was additional discussion. Joel Miller called for the vote, and the motion was approved with Brian Fagan and Jerry McGrane voting against.

- 7. Sanitary Sewer Working Group (SSWiG).** Sam Shea reviewed for the group that 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. Details of the plan are contained in the 28E Intergovernmental Agreement reviewed at the March 2006 LCRPC meeting and approved by the jurisdictions earlier this year. 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. HDR Engineering Inc. was chosen to perform the work. Each jurisdiction has approved the funding for the project, and LCRPC has received all monies.

Tom Patterson moved to approve the Hydraulic Modeling Contract. Linda Langston seconded the motion,

which passed unanimously.

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

Informational Items

- 8. 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).

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

- 9. 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 has begun and should be complete soon.

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

- 10. 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.

- 11. 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
Lu Barron	Supervisor	Linn County
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

- 12. FY08 – FY11 Transportation Improvement Program (TIP).** Comments are currently being received on the draft document, and final LCRPC approval will be scheduled for June.

TTAC membership shown under item #8.

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

- 13. Floodplain Regulations Discussion.** The LCRPC ad-hoc committee met with Bill Cappuccio of the Iowa DNR regarding various topics including the development and consequences of a metro area floodplain ordinance and ordinance enforcement. The committee is expecting to present a recommendation to LCRPC soon.

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

14. 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. The consultant will be assisting Marion and Cedar Rapids Engineering departments on April 5 regarding current projects.

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

15. 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.

Metro Area Hazard Mitigation Committee		
Name	Title	Organization
Aaron Anderson	Clerk/Administrator	Ely
Les Beck	P&Z Director	Linn County
Ken Bickner	Storm Water Project Mgr	Cedar Rapids
Kim Downs	City Clerk	Hiawatha
Pat Engel	Plats & Zoning Manager	Cedar Rapids
Mark English	Fire Admin District Chief	Cedar Rapids
John Ernst	Environmental Chemist	Cedar Rapids
Shelly Grapp	Utility Admin. Affairs Mgr.	Cedar Rapids
Ron Hoover	Building Department Director	Marion
Terry Jackson	Fire Chief	Marion
Gary Koeppel	President	Marion Chamber of Commerce
Allen Merta	VP Economic Development	Chamber of Commerce
Charles Mincks	Lieutenant, Police Dept	Cedar Rapids
Mike Nesslage	Fire Chief/Building Official	Hiawatha
Rick Pierce	Police Chief	Hiawatha
Doug Slagle	Lieutenant, Police Department	Marion
Dale Stanek	Mayor	Ely
Tom Treharne	Planning & Development Director	Marion
Dave Van Dee	City Administrator	Hiawatha

Stan Petersen from the Iowa DOT addressed the Commission, thanking them for ongoing cooperation and stressing that the Iowa DOT very interested in any ideas to further promote common goals.

The meeting adjourned at about 3:10.