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TTAC Meeting Minutes

The Transportation Technical Advisory Committee (TTAC) met on Thursday, October 11, 2007 at 2:00 P.M. in Council Chambers of Cedar Rapid's City Hall.

Present: Gary Petersen, Dan Whitlow, Dave Elgin, Steve Gannon, Cathy Cutler, Tom Treharne, Dick Ransom, Richard Luther, Brad DeBrower

Absent: Darin Ligtenberg, Dan Mann

Staff: Sam Shea, Drew Westberg, Sushil Nepal, Adam Lindenlaub.

Others Present: Elwood Garlock, Joanne Popelka

Gary Petersen called the meeting to order at 2:05 pm. Dan Whitlow moved to approve the minutes of the February 15th, 2007 meeting. Dick Ransom seconded the motion, which carried unanimously with Dave Elgin abstaining.

Transportation Technical Advisory Committee Membership

Adam Lindenlaub discussed the changes to TTAC's membership, mainly the filling of Denny Clift's position by Richard Luther. Dave Elgin asked why an LCRPC member was now on the committee and if they had voting privileges. Adam explained that review of the bylaws indicated that an LCRPC member should be on Technical Advisory Committees. TTAC questioned this and asked Adam to seek clarification of the bylaws regarding TTAC's membership.

Traffic Count Program

Sam Shea corrected the agenda by saying that the draft is an RFQ not a contract. Dave Elgin asked Gary Petersen if the qualifications required for traffic counting should be professional or technical. Gary Petersen stated that usually the qualifications sought are technical in order to protect the public. Dave asked Sam if the RFQ includes engineering analysis of the count data. Sam said that only error checking and validating would be required. Dave asked if an engineering firm was being sought. Sam said in his cost estimate research he could only find engineering firms in Eastern Iowa that would perform traffic counts. Gary asked if the RFQ would require the consultant to apply IDOT factors to the count data. Sam said it would not as the consultant would be required to perform 24-hour counts.

There was discussion on whether an RFP would be more appropriate based on the draft scope of services and what language should be included in the RFP. TTAC agreed it should be an RFP instead of an RFQ. Dave asked what the cost estimate was for the count program. Sam said it was \$100,000. Dave asked to see a map of the count locations. Sam said he would send the draft RFP out for TTAC's review. Dave asked what the timeline for the count program was. Sam stated he wanted to mail out the RFP in January and receive the bids in February so the counts could be performed in the summer.

NHTS Add-on review

Sam Shea stated the project would start in January and run through 2008.

STP/TE Application and FY12 Funding

Adam Lindenlaub reviewed the STP funding level for FY12 and explained that the majority of the funding would be programmed on the Tower Terrace Rd. Construction – Robins Rd. to Council St. project with the remaining programmed on CR Transit and LCRPC's continued participation in the Iowa Pavement Program and the Statewide Urban Design and Specifications Standard Manual. Dan Whitlow asked if projects could still be submitted for ranking at any time. Adam said that they could be. After some discussion, TTAC agreed that if previously programmed projects are removed from the TIP then the STP funds would be programmed during the next STP cycle.

Adam stated that, based on guidance from FHWA, LCRPC is revising its Public Participation Plan (PPP) in order to comply with SAFETEA-LU. Staff is looking at how to prevent some projects from being slowed down due to public opinion and if a PPP could help the process. Drew Westberg explained an idea that would start the public involvement process after TTAC makes its programming recommendation to LCRPC. Dick Ransom stated his

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concern, based on conversation with Hiawatha Mayor Tom Patterson, that residents would first find out about a project from LCRPC and not the sponsoring jurisdiction. Dan Whitlow stated that a situation could be created where citizens could get upset about a project and not be able to receive answers from staff or City Councils because they are in the beginning phases of the project development. This led to discussion on if the process is too early because project details can change in three years (the time between being programmed and federal funds becoming available). Dave Elgin asked how stakeholders would be determined. Would it be adjacent citizens or citizens who utilize the roadway where the proposed project is located? There was discussion on if public participation should happen during the development of the CIP, where most projects submitted for STP funds originate from.

There was general agreement to let LCRPC's PPP be finalized before discussing including a PPP with every funded project.

Name Continuity on Multi-Jurisdictional Roads

There was a brief discussion followed by a motion by Dan Whitlow to name the existing and future roadway Echo Hill Road from Hwy. 13 to C Avenue. Dick Ransom seconded the motion, which carried unanimously.

Downgrade of Street Classification for 26th Street SW

Adam explained the request made to Cedar Rapids by the CRANDIC Railroad. Dick Ransom stated there might be some unrecognized growth in the area that could be affected by vacating part of 26th Street SW. Dave Elgin asked what would be the reason for not vacating. Dave asked Sam if 26th Street SW could be modeled to see what the effect of disconnecting it would be on the road network. Sam said he would do so. TTAC decided to table this item until more information on the effect of disconnecting the roadway was available.

Cost Participation Policy for Areas Served by New Roadways

This item was tabled until the next meeting due to lack of time.

Flood Study of Indian Creek/Dry Creek Watershed

This item was tabled and will not be discussed at the next meeting as this item is a matter for the Flood Study Technical Committee.

Non-agenda item

TTAC questioned staff on the progress of the PRID Study and if TTAC was given notices on the project open houses conducted by the consultant. Dave Elgin asked if TTAC was supposed to review study. Sam Shea stated that TTAC would review the draft report once it is received from the consultant. Sam reviewed the origination of the PRID Study with TTAC.

This led to discussion on the two programmed First Avenue STP projects. Dave Elgin stated that if at the end of the public involvement and project design processes the project does not address congestion and safety as it was submitted then ~~the funding would be pulled~~ **it would not meet the criteria as the project was submitted.**

The next meeting will be scheduled after modeling of 26th Street SW can be performed, which is estimated to be done in early November.

The meeting was adjourned at 4:10 pm.