

**Minutes of The
City of Waterloo Complete Streets Advisory Committee Meeting
January 19, 2021**

Meeting of the City of Waterloo Complete Streets Advisory Committee was called to order at 1:30pm January 19, 2021 by Chairperson Cass. Due to the COVID-19 pandemic the meeting was held via the Zoom online meeting application.

Roll Call: Members present electronically: Felicia Cass, David Sturch, John Dornoff, Brian Schoon, Jessica Rucker, Pat Morrissey, Wayne Castle, Codie Leseman, Paul Huting, Greg Young and Aric Schroeder.

Members absent were: Jessica Rucker, Matt Schindel, Sandi Greco, Will Frost, and Ray Feuss.

Other people attending: Kevin Blanshan - INRCOG

It was moved by Castle, seconded by Schoon to approve the minutes of the November 17, 2020 meeting. Motion carried unanimously.

1. Committee action to acknowledge members that have resigned or vacated their positions.

- Cass read the list of those that are no longer on the committee:
 - a. Abraham Funches (resigned)
 - b. Dan Trelka (left employment with the Police Department)
 - c. Janet Bules (resigned)
 - d. Jeff Bales (left employment with the Engineering Department)
 - e. Kevin Blanshan (resigned)
 - f. Mohammad Elahi (resigned)

It was moved by Huting, seconded by Morrissey to acknowledge Committee members who have resigned or vacated their positions. Motion carried unanimously.

2. Committee action to identify current officially appointed (voting) members and if the person's membership is tied to their position with a city department or other outside agency, or not tied to a position (citizen).

- Cass and Schroeder explain the changes to the administrative rules to show if a person represents the city, and outside agency, or general citizen. This will avoid situations where once an individual is no longer with the city or that outside agency, then they will automatically no longer be on the Committee.
- Cass read the list of current members and their position:
 - a. Anne Marie Kofta – Northeast Iowa Area Agency on Aging
 - b. Aric Schroeder – Planning Department
 - c. Brian Schoon – INRCOG
 - d. Codie Leseman – INRCOG
 - e. David Sturch – MET Transit
 - f. Felicia Cass – Citizen
 - g. Gregory Young – Citizen
 - h. Jessica Rucker – Main Street Waterloo
 - i. John Dornoff – Planning Department
 - j. Matt Schindel – Engineering Department

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- k. Pat Morrissey – City Council
- l. Paul Huting – Leisure Services Department
- m. Ray Feuss – City Council
- n. Sandie Greco – Traffic Operations Department
- o. Wayne Castle – Engineering Department
- p. Will Frost – Citizen

It was moved by Morrissey, seconded by Schroeder to identify the current officially appointed voting members of the Committee, and their position affiliation. Motion carried unanimously.

3. Moving meetings to the Last Tuesday of the Month

- Schroeder went over the reasons for looking to change the meeting due to a change in the Planning and Zoning commission meeting to the 2nd Tuesday of the month because of changes to the city council meeting schedule.
- Morrissey asked if the plan was to stay at the same time to which Schroeder said yes.

It was moved by Huting, seconded by Morrissey to amend the City of Waterloo Complete Streets Advisory Committee Administrative Rules to change the regular meetings to the last Tuesday of the month (currently 3rd). Motion carried unanimously.

4. Update on MPO Pedestrian Master Plan and Waterloo Pedestrian Master Plan

- Subcommittee has been meeting to come up with next steps and a policy for larger gaps.
- Cass contacted many of the city council members.
- A city plan is desired for sidewalks and how they get put in.
- Leseman went over what the public has been asking for when it comes to sidewalks and what changes to city ordinances and policies that are being looked at.
- Update signage throughout the city.
- Support infrastructure for bicycles.
- Phase out pedestrian actuated signals.
- Being presented to the Cedar Falls complete streets committee to get their input.
- Developments from the end of WWII to 1980's did not have many sidewalks installed but older areas and newer areas do have sidewalks.
- Blanshan states that the policy will need to be approved by the entire board covering the surrounding smaller cities.
- Discussion on urban development and why many areas do not have sidewalks.
- Subcommittee has been meeting since September, goal is to get something to the council in April.
- Goal is to cast a vision for the council.

5. MET Update

- Still planning to do the route restructuring this July.
- New routes are largely established, just need to be tested in real world environment.
- No dates for public meetings yet.
- Once routes are established, need to discuss better bus stops.
- Discussion on what the University of Iowa students are working on and if it can be arranged to have the students present to the committee.

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6. Upcoming Planning and Zoning Commission

- Schroeder went over what items that staff knows of for the PZ commission.
- Dollar General on East Shaulis Road discussed.
- Staff discussed project with Elahi who did not have concerns about traffic.
- Should committee ask for pedestrian flashers to connect with sidewalk but concerns about Elahi opposing it?
- Discussion on the crossing of US 218 and other issues with access to this area.
- Will people try to walk from the theme park to the store?
- Sidewalk should be required along the frontage so that it could connect to future sidewalk if the adjacent areas develop.

7. Other Project Updates

- Next phase of the Shaulis road trail has been let that starts on the east side of US Highway 218.
- 60% complete plans for 11th and Park Avenue Bridges has been submitted. Will be having a work session in February. Castle to ask Stanley to update committee in February.
- Ridgeway may be a dead project due to lack of funding. Engineering may do an overlay due to the condition of the road.
- Due to amount of local option moved to big projects there may not be a source of funding for Ridgeway reconstruction.
- The La Porte Road project is proceeding but there is currently only funding for phase 1 and possibly phase 2. La Porte Road may push Ridgeway even further down on the priority list. Schroeder will reach out to AECOM to see if they can present about the project in March.
- Jefferson street reconstruction is completed and a portion of streetscape. Schroeder will also talk to AECOM about discussing this project in March.
- Enhancements along US Highway 63 project should be happening this year.

8. Other Discussion Items

- Next meeting will be February 23rd.

Adjournment

Cass adjourned the meeting at 3:02p.m.

Respectfully submitted,



John Dornoff
Planner I