

**Minutes of The
City of Waterloo Complete Streets Advisory Committee Meeting
August 20, 2019**

Meeting of the City of Waterloo Complete Streets Advisory Committee was called to order at 1:35pm August 20, 2019 by Chairperson Cass in the Mollenhoff Room, City Hall, 7:15 Mulberry Street.

Roll Call: Members present were: Felicia Cass, Will Frost, Codie Leseman, Janet Buls, Wayne Castle, Aric Schroeder, Brian Schoon, and Kevin Blanshan.

Members absent were: Ray Feuss, Pat Morrissey, Dan Trelka, Mohammad Elahi, Jeff Bales, Abraham Funchess, Jessica Rucker, Paul Huting, and Greg Young.

Also present: Matt Schindel and John Dornoff – Planning and Zoning Staff.

It was moved by Buls, seconded by Schroeder to approve the minutes of the July 16, 2019 meeting. Motion carried unanimously.

Proposed Sidewalk vacate in the 100 block of Hawker Court and the 00 and 100 block of Gable Street.

- Petition was submitted to vacate the sidewalks on the 00 block of Gable Street and the 100 Block of Hawker Court. They have not yet submitted an application to vacate, but it was decided to discuss at Complete Streets in case it is added to P&Z agenda.
- Castle explained that the applicants would have to get signatures from other adjoining property owners, apply to the Planning and Zoning commission for a vacate, then it would go to the City Council.
- Assessment estimates were sent out property owners detailing the cost to remove the sidewalk if vacated, and staff has heard from several opposing the vacate, some who have already paid to have their sidewalk repaired.
- There is currently nothing in the Ordinance specific about sidewalk vacates, but they are processed the same as other street vacate requests.
- People want stability in a sidewalk policy.

Sidewalk Scores from Recon List

- Schindel went through the scoring matrix and how the different projects were evaluated.
- A gap is a section of missing sidewalk up to 600' and over that amount is considered missing sidewalk.
- Can look at the streets getting reconstructed and overlaid to estimate the cost to install sidewalks on those streets and to score them using the draft policy.
- Modified the Cedar Rapids scoring system to make it more workable for Waterloo.
- Cedar Rapids gave higher scores for being on a bus route and roads broken down into more speed categories.
- Looked at constructability of sidewalks including any obstacles would need to be removed.
- The streets on the list include East Ridgeway, Bethel Street, Oleson Road, W. Park Lane, St. Francis Drive, Johnson Street, Esther Street, Bethel Street (south connection), San Marnan Frontage Road, Reed Street, and Flammang Drive with St. Francis, San Marnan Frontage, Reed Street, and Flammang Drive.
- There was discussion of the scoring system and at what point the system should be brought to city council.
- Schindel ask if the scoring system is needed to spend the existing \$70,000 that is budgeted.
- Morrissey asked about Social Equity and distribution of any infill sidewalk projects.
- Cass stated that the plan is to get comments from the committee, send it to Knutson and Anderson for their comments and try to have the final development of the policy made by October.
- There was also discussion about sidewalks on Hammond and Flammang on how it will not score well due to the lack of connections.
- Total cost of a project is not included in the scoring system.

Sidewalk Infill Policy

- Cass went over the sidewalk infill policy.
- The policy attempts to take politics out of the equation.

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- Morrissey would like to take it to council to discuss so they know what the policy is being developed. Wants to make sure that council feels that they have the opportunity to give input.
- Morrissey will discuss with council on Monday.

Planning and Zoning Commission

- Schroeder went over the P&Z agenda with one item of note which was a proposed sidewalk vacate on Merriman and Halstead Streets.
- Castle discussed the request saying that these two sidewalks are in an area that will not have homes any time soon as the one house right at the corner will be demolished under 657A due to fire damage.
- The owners of the lots along the southwest corner are facing a potential repair bill of over \$11,000 but could only be assessed \$500 due to the low value on the lots.
- The owner had done unapproved work on the sidewalks, but it was not done correctly.
- Buls noted that the sidewalks could actually be a safety hazard since they both dead end at fences next to the Canadian National Railroad tracks. It is not safe to direct traffic onto sidewalks that dead-end at the railroad.

University Avenue

- AECOM will present at the next meeting in September.
- Phase 1 construction should be done this fall from Ansborough to Greenhill.
- Phase 2 from Midway to Access B (Tunis) on the south side will be completed in approximately 6-8 weeks then north side construction will begin. The north half will go faster since the underground utilities for this section were located and completed on the south half. Construction on this section will be completed in 2020.
- Phase 3 design is underway and preliminary plans should be submitted to the City by September. The phase 3 will include roadway work and enhancements including possible gateway features, intersection markers, and bridge enhancements. Project is predicted to be let in February 2020 with construction starting in March weather permitting with the project substantially completed in 2020 with possible seeding and landscaping the following spring.
- There was discussion on why the need for 4 lanes east of Fletcher where traffic counts suggest a single lane each direction would do. Blanshan will talk to city officials about that section of road.

Other Projects

- It was noted that there are bus pads but no benches or shelters and MET has stated it will not own or maintain them, this would be up to the cities.
- The MPO might create an active transportation committee.

Discussion

- Cass is trying to get more citizens on the committee including Ali Parrish and David Deeds. Would like to see a revising the by-laws that would require attendance at meetings.
- Morrissey said that a roundabout is needed at Hammond and East Ridgeway.
- Next meeting will be on September 17th.
- Schroeder to add Schindel to email list.

Adjournment

Cass adjourned the meeting at 3:45p.m.

Respectfully submitted,



John Dornoff
Planner I