

**Minutes of The
City of Waterloo Complete Streets Advisory Committee Meeting
November 19, 2019**

Meeting of the City of Waterloo Complete Streets Advisory Committee was called to order at 1:30pm October 15, 2019 by Chairperson Cass in the Mollenhoff Room, City Hall, 7:15 Mulberry Street.

Roll Call: Members present were: Felicia Cass, Will Frost, Brian Schoon, Paul Huting, Pat Morrissey, Aric Schroeder, Wayne Castle, Code Leseman, Jessica Rucker, and Kevin Blanshan.

Members absent were: Ray Feuss, Dan Trelka, Janet Buls, Mohammad Elahi, Jeff Bales, Abraham Funchess, and Greg Young.

Also present: John Dornoff – Planning and Zoning Staff.

It was moved by Schroeder, seconded by Schoon to approve the minutes of the October 15, 2019 meeting. Motion carried unanimously.

Sidewalk Scores

- Castle said that there was several streets with possible sidewalk infill projects with the 2020 Street Recon and Overlay project including Flammang which would cost only \$3000 as it is only a short project but will fill a busy gap.
- The total for all projects that were scored is a \$162,000 which the commission currently has \$70,000 budgeted from previous CIP requests. The top 3 projects which include Ridgeway, Bethel (Ridgeway Connection), and Oleson Road.
- Installing sidewalks on the streets that are being reconstructed or overlaid would cost \$70,000.
- Huting asked if it would be cheaper to do the sidewalks during a recon or overlay project to which Castle said it would.
- Cass suggested the committee recommend the school projects be done and request money for the recon projects.
- Morrissey suggested it would be easier to get the school projects passed through the City Council because it would be for children.
- Leseman stated that the school projects should be the biggest priority for the committee.
- Discussion of the CIP process and City Council involvement in the process.
- Discussion then turned to the fact that the first \$20,000 allocated to the Complete Streets Committee has been sitting there for a couple of years and at some point the money would be reallocated to other projects or departments if not used.
- Leseman stated that adding sidewalks is not all there is to complete streets to which Schroeder responded that many types of other complete streets projects are going to be more expensive, but agreed there is more than sidewalks, but sidewalks tend to be what the Committee has focused on in the past, particularly based on the likelihood for funding.

It was moved by Leseman, seconded by Huting to recommend the school oriented projects be done with existing CIP money and for a CIP request for the remaining projects. Motion carried 8-2 with Castle and Blanshan opposed.

Blanshan noted he voted no based on recommending projects for approval from a scoring system that has not yet been approved by Council. Castle noted he voted no because he felt the street recon projects should be funded with the current funding, and the schools related projects requested for the additional CIP funding.

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Sidewalk Infill Policy

- The sidewalk infill policy covers gaps of less than 650 feet.
- Discussion on the City Council seeing and approving the policy and if the City Council approves policies to which Schroeder responded that it depends on the subject. Some policies are approved by Council and others do not.
- Morrissey said he would schedule a work session in January.
- Discussion on next steps including creating a large project policy which will tie into the with the pedestrian master plan.

It was moved by Morrissey, seconded by Huting to approve the sidewalk infill policy and forward it to the City Engineer and Community Planning and Development Director for consideration. Motion passed unanimously.

Planning and Zoning Commission

- Schroeder went over the Planning and Zoning Commission agenda which included 3 items two of them minor vacates and the other a site plan amendment for a hangar at the airport.
- Discussion on the Subdivision Ordinance which dates from 1978 which needs to be updated and does not specifically require sidewalks in all instances and leaves it up to the Commission and Council. Example used was Village West Commercial development that including no sidewalks on its Ridgeway Avenue frontage but does include sidewalks on Provisional Parkway.

Bus Shelter Update

- City dropped the contract with the previous bus stop bench company.
- Of the bus pads that have been installed, 10 pads will accommodate a shelter.
- As a short-term solution the city recycled the cement bases from older bus benches to create new ones. It is still to be determined what the long term replacement benches will be.
- MET bus routes should be revised on July 1st.
- Committee will come back to this in the summer.

Other Discussion

- Highway 63 is open, but related projects still need to be completed including an access pathway to the tunnel under the road, interpretive signs and the trail between Parker and Newell.
- INRCOG does have funding for aesthetics available.
- Contract for design work on the 11th Street and Park Avenue bridges has been signed.

Adjournment

Cass adjourned the meeting at 3:22p.m.

Respectfully submitted,



John Dornoff
Planner I