

**BLACK HAWK COUNTY METROPOLITAN AREA  
TRANSPORTATION POLICY BOARD & TECHNICAL COMMITTEE  
JOINT MEETING NOTICE**

**THURSDAY, NOVEMBER 12, 2020**

**10:00 A.M.**

**INRCOG BOARD ROOM  
229 EAST PARK AVENUE  
WATERLOO, IA**

**AMENDED AGENDA**

1. Review and consider approval of minutes for the September 10, 2020 Policy Board and Technical Committee meeting.
2. Hold a Public Hearing and consider approval of amendments to the FY 2021-2024 Transportation Improvement Program related to the project on Lafayette Rd in Raymond, and the Central Traffic Signal Monitoring and Control Center project in Waterloo.
3. Review and consider approval of the Iowa DOT's Adjusted Freight Performance Measures Targets for the MPO.
4. Establish a Nominating Committee for MPO Officers.
5. Project status report:
  - a. City and county project updates (TAP and STBG)
  - b. Black Hawk County Water Trails Master Plan update
6. General discussion.
7. Adjournment.

This will be an **online meeting**. Live audio and presentation materials will be available using the following link:

<https://global.gotomeeting.com/join/184985885> OR dialing [+1 \(646\) 749-3122](tel:+16467493122) Access Code: 184-985-885

MPO meetings are open to all individuals. Any person requesting reasonable accommodation to participate in this meeting must contact INRCOG at (319) 235-0311 at least two (2) business days in advance of this meeting.

**BLACK HAWK COUNTY METROPOLITAN AREA  
TRANSPORTATION POLICY BOARD AND TECHNICAL COMMITTEE**

**THURSDAY, NOVEMBER 12, 2020**

**MINUTES**

Vice-Chair Wessel called the meeting of the Black Hawk County Metropolitan Area Transportation Policy Board and Technical Committee to order at 10:00 a.m.

Meeting Attendees:	Michelle Sweeney	AECOM
	Stephanie Houk Sheetz	City of Cedar Falls
	David Wicke	City of Cedar Falls
	Rob Werner	City of Gilbertville
	George Wessel	City of Hudson (Vice-Chair)
	Chrissi Wiersma	City of Hudson
	Gary Vick	City of Raymond
	Jake Huck	City of Raymond, MSA Professional Services
	Noel Anderson	City of Waterloo
	Jamie Knutson	City of Waterloo
	Aric Schroeder	City of Waterloo
	Krista Billhorn	Iowa DOT District 2
	Bryan Benjamin	McClure Engineering Company
	Rosalyn Middleton	MET Transit
	David Sturch	MET Transit
	Kyle Durant	INRCOG
	Codie Leseman	INRCOG

The first item on the agenda was to review and consider approval of minutes for the September 10, 2020 Policy Board and Technical Committee meeting. It was moved by Middleton, seconded by Houk Sheetz to approve the minutes as presented. Motion carried unanimously.

Next on the agenda was to hold a Public Hearing and consider approval of amendments to the FY 2021-2024 Transportation Improvement Program (TIP) related to the project on Lafayette Road in Raymond, and the Central Traffic Signal Monitoring and Control Center project in Waterloo. Vice-Chair Wessel declared the Public Hearing open at 10:02 a.m. Durant said the first amendment would change the project termini and total cost for the project on Lafayette Road in Raymond. The cost estimate is higher than anticipated, so the City is seeking to scale back the project by removing the segment from 2nd Street to the east. The cost estimate would be increased from \$3,256,000 to \$3,913,000. The project is programmed in FY 2021 with \$1,230,000 in Surface Transportation Block Grant SWAP funds. The City is not seeking to change the amount of funds programmed towards the project. Huck said the project elements as originally presented to the MPO will remain including pedestrian walkways, and curb and gutter. The increase in cost is related to addressing drainage issues discussed during public input.

Durant said the second amendment is to add the Central Traffic Signal Monitoring and Control Center project in FY 2021. The project was scheduled to move forward with letting in FY 2020 and therefore was not included in the FY 2021-2024 TIP. The project letting was delayed and needs to be added to the FY 2021-2024 TIP. The project cost estimate and funding programmed remain unchanged. Proof of publication is on file for both amendments, and no public comments have been received. There being no further discussion, it was moved by Vick, seconded by Houk Sheetz to close the Public Hearing. Motion carried unanimously. The Public Hearing was closed at 10:06 a.m. It was then moved by Houk Sheetz, seconded by Vick to approve the amendments to the FY 2021-2024 Transportation Improvement Program as presented. Motion carried unanimously.

Next was to review and consider approval of the Iowa DOT’s Adjusted Freight Performance Measures Targets for the MPO. Durant said the Iowa DOT has adjusted two of the 4-year targets regarding system performance and freight measures. The MPO has the option to support the State’s adjusted targets or commit to MPO-specific targets. MPO staff are recommending adopting the State’s adjusted targets. Middleton asked what the Truck Travel Time Reliability (TTTR) measurement is. Durant said TTTR is a measurement of truck travel time compared to standard travel times. Durant said he will send information on all performance measures to the group. There being no further discussion, it was moved by Middleton, seconded by Houk Sheetz to approve the Iowa DOT’s Adjusted Freight Performance Measures Targets for the MPO as follows:

Performance Measure	2017 Baseline	2-year target	2-year performance	Original 4-year target	<b>Adjusted 4-year target</b>
Person-miles traveled on the Interstate that are reliable	100.0%	99.5%	99.3%	99.5%	<b>98.5%</b>
Person-miles traveled on the non-Interstate NHS that are reliable	N/A	N/A	96.3%	95.0%	
Truck Travel Time Reliability (TTTR) Index	1.12	1.14	1.19	1.14	<b>1.21</b>

Motion carried unanimously.

The next agenda item was to establish a Nominating Committee for MPO Officers. Durant said both Mayor Hart and Mayor Wessel have served two-year terms. MPO staff reached out to Stephanie Houk Sheetz, Aric Schroeder, and Cathy Nicholas to serve on a Nominating Committee. Anyone else interested in serving on the Nominating Committee should contact Kyle Durant in the coming week. A recommendation for officers will be brought to the group at the December meeting. Leseman said to contact the Nominating Committee if interested in serving as Chair or Vice-Chair.

Next was a project status report:

**City of Cedar Falls**

Houk Sheetz said the Cedar Heights Drive project is continuing to move forward with right-of-way acquisitions and easements. The project is on schedule for construction next year. The West 1<sup>st</sup> Street/Iowa Highway 57 project is moving along nicely. Work is planned next year on the west end of the project near Hudson Road.

**City of Waterloo**

Knutson said the U.S. Highway 63 Enhancements project is in the December letting, and the Shaulis Road Trail project is in the November letting.

**Black Hawk County Water Trails Master Plan**

Leseman said the draft sign plans for the Cedar River Water Trail are nearly complete, and he will work with each jurisdiction to confirm the proposed signs and make any final changes before submitting the order to the Iowa DNR. The Iowa DNR will pay for all signs and any replacements as needed, and each jurisdiction is responsible for installing them. Black Hawk County Conservation is the sponsor for the Cedar River and Black Hawk Creek Water Trails. Once the Master Plan is complete, each jurisdiction will need to notify County Conservation of any missing or damaged signs. After the sign order is submitted to the Iowa DNR, the next step is to develop the sponsor agreements that will detail each jurisdiction’s responsibility. There is some overlap between jurisdictions; for example, the City of Cedar Falls will be responsible for a few wayfinding signs that direct traffic to Black Hawk Park which is maintained by County Conservation.

Leseman presented the draft signs plans for all 17 existing accesses along the Cedar River Water Trail and the new access in Evansdale expected to be constructed next year. Signs will not be ordered for the planned marina in downtown Waterloo, the proposed access near the Island Park Beach House in Cedar Falls, or any of the other planned access locations at this time. However, signage plans are in place once these accesses are developed. Altogether, approximately 500 individual signs will be ordered which include wayfinding signs along roadways, signs at each access, and signs on bridges for paddlers and boaters.

Leseman asked MPO committee members to help facilitate communication among their respective departments to ensure everybody understands their role as the project moves forward. Knutson said city staff must ensure signs are not installed on levees without getting approval first. Leseman said there are few, if any, signs planned on the levees. Billhorn said to communicate with the District 2 Traffic Technician regarding signs planned within the DOT right-of-way.

In general discussion, Durant encouraged jurisdictions to be working on applications for Transportation Alternatives Program and Surface Transportation Block Grant Program funds. Application materials will likely be sent out in January. Deb Lewis from Cedar Falls Tourism & Visitors Bureau is working with the American Discovery Trail (ADT) State Coordinator to realign segments of the ADT. One required realignment involves the trail near Viking Road/Iowa Highway 58. There are two other potential realignments in Downtown Waterloo and Evansdale that would feature more scenic routes. Any comments on the realignments can be submitted to Kyle Durant.

There being no further business, the meeting was adjourned at 10:40 a.m.

Respectfully submitted,

Codie Leseman  
Acting Secretary