

**BLACK HAWK COUNTY METROPOLITAN AREA
TRANSPORTATION POLICY BOARD
MEETING NOTICE**

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

THURSDAY, NOVEMBER 14, 2024, 10:00 AM

AGENDA

Actionable Items

1. Approval of the agenda.
2. Review and consider approval of the minutes for the October 10, 2024 meeting.
3. Hold a Public Hearing and consider approval of an amendment to the FY 2025-2028 Transportation Improvement Program (TIP) regarding the Neighborhood Access Equity (NAE) Grant for the Downtown Waterloo Railyard Relocation and Railroad Crossing Improvement Study in the City of Waterloo.
4. Hold a Public Hearing and consider approval of an amendment to the FY 2025 Transportation Planning Work Program (TPWP).

https://bhcmpo.org/wp-content/uploads/2024/08/mpo.fy25.tpwp_.pdf

Discussion Items

1. Project updates.
 - a. City and county project updates
 - b. NCMM Learning Launch
 - c. NEIA NEPA Study
 - d. SS4A Comprehensive Safety Action Plan
2. General discussion.
3. Adjournment.

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Everyone can come to this meeting. If you need special help to join, call INRCOG at (319) 235-0311 at least two days before the meeting.

BLACK HAWK COUNTY METROPOLITAN AREA TRANSPORTATION POLICY BOARD

THURSDAY, NOVEMBER 14, 2024

MINUTES

Chair Kobliska called the meeting of the Black Hawk County Metropolitan Area Transportation Policy Board to order at 10:02 AM.

Meeting Attendees:

Name	Title	Representing	Role
DeAnne Kobliska	Mayor	City of Evansdale	Policy Board Member (Chair)
Lisa Smock	Mayor	City of Elk Run Heights	Policy Board Member (Vice-Chair)
Gail Bunz	Mayor	City of Hudson	Policy Board Member (online)
Aric Schroeder	City Planner	City of Waterloo	Policy Board 2 nd Alternate
Steven Kjergaard	Director of Aviation	Waterloo Reg. Airport	Policy Board 1 st Alternate
Ryan Brennan	Assistant County Engineer	Black Hawk County	TTC Member
Ben Claypool	Civil Engineer II	City of Cedar Falls	TTC 2 nd Alternate
David Sturch	General Manager	MET Transit	TTC Member
John Dornoff	Planner II	City of Waterloo	Attendee
Tina Schellhorn	Associate Traffic Engineer	City of Waterloo	Attendee
Mark Durbahn	Senior Project Manager	AECOM	Attendee (online)
Michelle Sweeney	Associate VP – Area Ops. Manager	AECOM	Attendee
Krista Billhorn	District Transportation Planner	Iowa DOT	Attendee (online)
Travis Halm	Metro-Regional Planning Coordinator	Iowa DOT	Attendee (online)
Kyle Durant	Transportation Planner II	INRCOG	MPO Staff
Nick Fratzke	Director of Transportation	INRCOG	MPO Staff

The first item was approval of the agenda. It was moved by Smock, seconded by Kjergaard to approve the agenda as presented. Motion carried unanimously.

Next was to review and consider approval of the minutes for the October 10, 2024 meeting. It was moved by Smock, seconded by Kjergaard to approve the minutes as presented. Motion carried unanimously.

Next was to hold a Public Hearing and consider approval of an amendment to the FY 2025-2028 Transportation Improvement Program (TIP) regarding the Neighborhood Access and Equity (NAE) Grant for the Downtown Waterloo Railyard Relocation and Railroad Crossing Improvement Study in the City of Waterloo. Chair Kobliska declared the Public Hearing open at 10:03 AM. Fratzke noted that the proposed amendment adds the NAE award for the City of Waterloo's project to the TIP. The proof of publication is on file, and no public comments have been received. There being no further discussion, Chair Kobliska declared the Public Hearing closed at 10:05 AM. It was moved by Kjergaard, seconded by Smock to approve the amendment to the FY 2025-2028 TIP as proposed. Motion carried unanimously.

Next was to hold a Public Hearing and consider approval of an amendment to the FY 2025 Transportation Planning Work Program (TPWP). Chair Kobliska declared the Public Hearing open at 10:05 AM. Durant noted that the proposed amendment adds an activity under Task D-3 Transportation Related Studies specifically for the Administration of the Neighborhood Access and Equity Program Planning Grant for the City of Waterloo. Sturch inquired about the anticipated timeline for the release of the Request for Proposals, to which Fratzke responded that it is expected to be issued early next calendar year. Sweeney then asked if the RFP would be reviewed by the railroads, and Fratzke confirmed that it would. The proof of publication is on file, and no public comments have been received. There being no further discussion, Chair Kobliska declared the Public Hearing closed at 10:09 AM. It was moved by Kjergaard, seconded by Smock to approve the amendment to the FY 2025 TPWP as proposed. Motion carried unanimously.

Next was Discussion Items:

1. Project Updates

a. City and county project updates

Cedar Falls

Claypool said Main Street will be fully open for the winter in December. The last sections at Washington Street and Main Street, and Main Street and State Street will be completed next year.

Iowa DOT

Sweeney said AECOM is under contract for right-of-way acquisition for the Iowa Hwy 58 and Greenhill Road interchange project. Iowa Hwy 58 and Ridgeway Avenue are still under construction.

Waterloo

Sweeney said construction is underway on La Porte Road Phase I. The road is closed to traffic from the KOA Campground entrance to Grimm Street. The Park Avenue Bridge was opened. The bridge has been temporarily closed this week for bridge inspection. The 11th Street Bridge is expected to be completed and opened to traffic next year.

Evansdale

Kobliska said the contractor has started preliminary work on Lafayette Road.

Elk Run Heights

Smock said the Lafayette Road project will start next spring.

b. NCMC Learning Launch

Fratzke mentioned that staff are addressing the challenges associated with implementing the Learning Launch for youth transportation for after-school programs. These challenges include securing drivers and vehicles. The Learning Launch will serve as a trial phase to test assumptions and fine-tune the process.

c. NEIA NEPA Study

Durbahn said the first PMT meeting will be held next Friday. Materials will be sent out soon.

d. SS4A Comprehensive Action Plan

Fratzke said the final Steering Committee meeting was held two weeks ago, and the consultant is working on the draft report to be presented to Waterloo City Council in December. The goal is to have the final Action Plan approved by the City Council in February 2025.

Next was general discussion. Durant shared information provided by the Iowa DOT Local Systems Bureau regarding Appia® Implementation for All Agencies. This web-based application will be used for construction administration and inspection and will be required for all City projects let at the Iowa DOT in April 2025 or later. A document discussing the implementation of Appia along with some Iowa-specific Appia basics and benefits can be found on the Local Systems [Doc Express and Appia webpage](#). For questions, contact [Niki Stinn](#) or [Derek Peck](#). Fratzke noted that Aldina Dautović has resigned, with her last day being last Friday. We want to express our sincere gratitude for her dedicated service and contributions during her time with us. Sturch said the restructured fixed routes were launched last month. Operations have transitioned smoothly to the new routes and are running efficiently.

There being no further business, it was moved by Kjergaard, seconded by Smock to adjourn the meeting. Motion carried unanimously. The meeting was adjourned at 10:34 AM.

Respectfully submitted,

Kyle Durant
Secretary