



CORRIDOR MPO POLICY BOARD MEETING MINUTES
Basement Community Room, Ely City Hall, 1570 Rowley Street, Ely, IA
Thursday, May 19, 2022 at 1:30 p.m.

1. Roll Call

Member	Present	Not Present	Alternate	Notes
Bernie Frieden	X			
Eric Van Kerckhove	X			
Ken DeKeyser	X			
Sandi Fowler	X			
Bob Hammond	X			
Roy Hesemann	X		Ben Worrell	
Tiffany O'Donnell	X		Brad DeBrower	
Scott Olson	X			
Scott Overland	X			
Jeff Pomeranz	X		John Witt	
Ashley Vanorny	X			
Adam Thompson	X			
Bill Bennett		X		
Louis Zumbach	X			
Grant Harper	X			
Randy Strnad	X		Tom Treharne	
Ryan Waller	X			
Chuck Hinz		X		

18 members (need 10 for a quorum)

MPO Staff Present: Hilary Hershner, Liz Burke, and Roman Kiefer

Members of the Public: Marcus Coehen and Katherine Pacha

Chairperson called the meeting to order at 1:30 p.m.

Roll call answered with sixteen (16) members present and two (2) members absent.

AGENDA

2. Public Comment

1 Public Comment received for Taft/Coolidge SRTS TIP Amendment

Action/Discussion Items

3. Policy Board Minutes from March 17, 2022 meeting.

Scott Olson motioned to approve the minutes from March 17, 2022. Seconded by Ashley Vanorny. The motion carried.

4. Final FY23 Transportation Planning Work Program (Administrative Budget)

Hilary Hershner shared a presentation on the Final FY23 Transportation Planning Work Program (TPWP) Administrative Budget. She reviewed the timeline; the draft was approved by Executive Committee and Policy Board in March. The Iowa DOT provided comments and the final review is being done in May. Hershner stated that the final budget is due to the Iowa DOT by June 1, 2022. She reviewed the changes from FY 2022, which are, 3 full-time dedicated staff, the manager



position is no longer part-time with the City of Cedar Rapids; \$107,000 increase in funding (FHWA PL); proposal to use increased funding for surface transportation planning/studies. She shared a chart of the final budget.

Work Element	Activity	Hours	Federal Funding Source				Total Federal Funding	Local Match	Total Funding
			FTA 5305 Carryover	FTA 5305 New	FHWA PL Carryover	FHWA PL New			
Administration	TPWP	2703	\$ 34,496	\$ 85,805	\$ 2,661		\$ 122,962	\$ 30,741	\$ 153,703
	PPP	120	\$ 5,458				\$ 5,458	\$ 1,365	\$ 6,823
	Model	Consultant			\$ 40,000		\$ 40,000	\$ 10,000	\$ 50,000
	Planning Study	Consultant			\$ 182,786	\$ 17,214	\$ 200,000	\$ 50,000	\$ 250,000
TIP	TIP	700				\$ 33,888	\$ 33,888	\$ 8,472	\$ 42,360
Long Range Planning	L RTP	2900				\$ 123,932	\$ 123,932	\$ 30,984	\$ 154,916
	Modeling	120				\$ 5,124	\$ 5,124	\$ 1,281	\$ 6,405
Short Range Planning	PTP	400	\$ 18,000				\$ 18,000	\$ 4,500	\$ 22,500
Total		6943	\$ 57,954	\$ 85,805	\$ 42,661	\$ 162,944	\$ 349,364	\$ 87,343	\$ 436,707

FHWA program funding is transferred to FTA and merged with FTA funds into a consolidated planning grant.

She mentioned that Executive Committee recommended that Policy Board approves the Final FY23 TPWP.

Frieden asked for a motion. Eric Van Kerckhove motioned to approve the FY23 TPWP. Seconded by Adam Thompson. The motion passed unanimously.

5. Establish Transportation Advisory Group (TAG)

Hilary Hershner shared a presentation on Establishing a Transportation Advisory Group (TAG). She provided some background information. The Corridor MPO will lead TAG meetings. Previously, Linn County’s Mobility Manager would lead the meetings. She mentioned that TAGs are a requirement in Passenger Transportation Plans (PTPs) and MPOs are responsible for PTPs, the Corridor MPO is a good fit to convene TAG. She also pointed out that many MPOs in the state sponsor their local TAGs. Hershner stated that per the bylaws, Policy Board may establish subcommittees and advisory committees. In order to recognize TAG as part of the Corridor MPO, Policy Board will have to approve the establishment of the group. Furthermore, once established by the Policy Board, MPO staff will work to create TAG bylaws that identify operating procedures and responsibilities which will be approved by Policy Board. Hershner stated that the purpose of TAG is provide a forum to discuss transportation issues and identify opportunities to create a more coordinated transportation system that is affordable and accessible to all individuals in the community. Hershner stated that TAG would consist of voluntary members from a diverse range of interests in the human services and transportation sectors. She reviewed why have a TAG and the timeline in establishing TAG. She mentioned that the Executive Committee recommended Policy Board approve the creation of TAG at the Corridor MPO.

Grant Harper asked if the Corridor MPO had enough Staff time and resources to host TAG meetings. Hershner responded that they are only required to have 2 meetings a year, but the frequency of meetings will be discussed and added to the bylaws. Another member asked how TAG group fitting in; Hershner replied. No further discussion.

Frieden asked for a motion. Harper motioned to approve the FY23 TPWP. Seconded by Van Kerckhove. The motion passed unanimously.

6. Regional Planning Study Projects

Hilary Hershner shared a presentation on the Regional Planning Study Projects. She shared the purpose and background. She stated that this provides and opportunity for member jurisdictions to access federal planning funds to hire a consultant to complete a regional transportation plan or study they may not otherwise be able to fund. There is \$200,000 in federal planning funds that are available, but there is a 20% local match that is required. Hershner mentioned that projects submitted have been reviewed by Iowa DOT and FHWA for eligibility and that public engagement is also a required as part of the project. She provided a summary of the project applications and reviewed them.



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Jurisdiction(s)	Project Title	Details	Project Cost
Cedar Rapids and Linn County	Regional Trails and Bikeway Master Plan	<ul style="list-style-type: none"> - Plan focus on development, maintenance, and use of existing and future trails and bikeways within Cedar Rapids and Linn County (Phase 1) --MPO staff would like to complete additional phases for rest of metro - Coordination with other municipalities within Linn County and neighboring counties to develop and encourage regional connectivity - Linn County does not have a current trails plan and Cedar Rapids adopted theirs in 2012 	<ul style="list-style-type: none"> ▪ \$125,000 – Project Total ○ \$100,000 – Request (federal aid) ○ \$25,000 – Local match
Cedar Rapids Transit	Zero-Emission Transition Plan	<ul style="list-style-type: none"> - Plan that will identify the current and future resources needed for the successful implementation of incorporating electric buses into the Cedar Rapids Transit bus fleet - Transition plan will include the necessary components, as defined by the Federal Transit Administration (FTA), that are required to apply for federal funds related to zero-emissions vehicles 	<ul style="list-style-type: none"> ▪ \$125,000 to \$175,000 – Project Total ○ \$100,000 – Request (federal aid) ○ \$25,000 to \$75,000 – Local match
Hiawatha and Cedar Rapids	Edgewood Road Extension Planning Study	<ul style="list-style-type: none"> - Study the regional benefits of 1.9-mile extension of Edgewood Road from Blairs Ferry Road at south to Tower Terrace Road at north - A Preliminary Roadway and Intersection Design (PRID) study was completed in 2008 for the extension, however an updated planning document is currently lacking -- New study would review details, concepts, and cost estimates developed in 2008 plan to ensure they match current conditions and add new detail and recommendations critical for next steps - Planning analysis necessary for funding applications, economic growth, and successful public outreach - Provides key information for elected officials and staff at Hiawatha and Cedar Rapids, the public, and stakeholders 	<ul style="list-style-type: none"> ▪ \$120,000 – Project Total ○ \$95,000 – Request (federal aid) ○ \$25,000 – Local match
Marion, Linn County, and Solid Waste Agency	North Marion Land Use and Corridor Management Plan	<ul style="list-style-type: none"> - Plan would further coordinate planning, transportation, and recreation efforts for about 3,500 acres in the northeast corner of the Corridor MPO’s planning area - Interested in future transportation growth corridors and surrounding land uses and land use prospects near Highway 13 and County Home Road - Envision what life after an active landfill closure looks like for Marion and surrounding land uses 	<ul style="list-style-type: none"> ▪ \$250,000 – Project Total ○ \$120,000 – Request (federal aid) ○ \$130,000 – Local match



Hershner shared staff's recommendation, which is, to fund two plans (Regional Trails and Bikeways Master Plan and the Zero-Emission Transition Plan. She stated that these two plans address the most goals in the 2045 LRTP and FHWA Planning Factors. She also mentioned that Executive Committees recommendation is to fund those two projects as well.

Olson stated that at the Executive Committee they discussed funding these two projects at length and that the Corridor MPO expects future funding. Olson also commented that if they receive future funding then they should be able to fund the other two projects next year. Hershner replied that additional funds should be coming over the next 5 years and will need to fund projects. Another Committee member asked who would be the lead on the Trails project; Hershner replied that Cedar Rapids would be the lead. Additional Committee members commented on the benefit of having a master trails plan. Harper asked the projects that did not receive funding; if in the future if their plans/applications could be updated and re-apply for funding. Hershner replied stating that yes people can re-apply.

Frieden asked for a motion. Olson motioned to approve Executive Committee's recommendation of funding the two projects. Seconded by Vanorny. The motion passed unanimously.

7. Planning Agreement with CR Transit

Roman Kiefer shared a presentation on the Planning Agreement with CR Transit. He mentioned that this is a Memorandum of Agreement with the City of Cedar Rapids (CR Transit), the Corridor MPO and the Iowa DOT. He states that it identifies mutual responsibilities in carrying out metropolitan transportation planning process and sharing of performance information; this is a standard agreement developed by Iowa DOT for this purpose. Kiefer stated that under Federal section 5307 requires this written agreement between MPO, state transportation department, and transit providers. He stated that Executive Committed did recommend Policy Board approve the planning agreement.

Frieden asked for a motion. Van Kerckhove motioned to approve the FY23 TPWP. Seconded by Harper. The motion passed unanimously.

8. TIP Amendment for Coolidge/Taft SRTS Project

Roman Kiefer shared a presentation on the TIP Amendment for Coolidge/Taft SRTS Project. The amendment is needed for additional funds awarded to the project. The project includes construction to fill in sidewalk gaps near Taft Middle School and Coolidge (now West Willow). He shared pictures with the project's location. He stated that currently has \$240,000 in FY22 from CMPO and was awarded an additional \$140,000 through Statewide TAP. He stated that the public comment period closed on May 6 and that the Executive Committee recommended approve of the TIP Amendment.

Vanorny had a question about who requested this project; Hershner replied stating that it was the City of Cedar Rapids. Vanorny made further comments about the future of some schools and asked that the CR School District provide more information in the future regarding projects around schools to ensure that those projects near schools remain schools.

Frieden asked for a motion. Van Kerckhove motioned to approve the TIP Amendment. Seconded by Harper. The motion passed unanimously.

9. FFY 2023 – 2026 TIP Public Input Results and Recommendation on Project Funding

Roman Kiefer shared a presentation on the FFY23-26 TIP Public Input Results and Recommendation on Project Funding. He reviewed the timeline of the process. He stated that projects have been reviewed by Staff, TTAC, Executive Committee, Policy Board and the public. Funding recommendations have been provided by TTAC, Executive Committee, the public, and in accordance with the LRTP project score. Kiefer mentioned that they received final TIP Funding targets by the Iowa DOT and have been included within the funding scenario charts. He reviewed the public input; stating that a virtual open house was held on March 22, 2022 where they discussed all the projects with the public. They had the survey open from



3/22/22 – 4/5/22 and had 202 responses. Kiefer shared they had different funding recommendations from Staff, Committees, and the public. He briefly reviewed the differences in funding recommendations for each mode:

Mode	Executive Committee, TTAC, and LRTP Score Funding Recommendation	Public Feedback Funding Recommendation
Road Projects Funding Recommendations	<ul style="list-style-type: none"> 6th Street Project 	<ul style="list-style-type: none"> Boyson Road Project
Trail Projects Funding Recommendations	<ul style="list-style-type: none"> 4th Street Trail Bowling Street Trail Lucore Road Pedestrian Bridge and Sidepath City of Palo Connector Trail System 	<ul style="list-style-type: none"> 4th Street Trail Morgan Creek Trail Phase 4 Lucore Road Pedestrian Bridge and Sidepath
Safe Routes to School Projects Funding Recommendations	<ul style="list-style-type: none"> Cleveland Elementary School Project 	<ul style="list-style-type: none"> Wright/ Arthur/ Franklin project
Transit Projects Funding Recommendations	<ul style="list-style-type: none"> No differences 	<ul style="list-style-type: none"> No differences

Kiefer mentioned that there was an increase in STBG/TAP Funding and that the additional funds allocated as previously mentioned to TTAC, Executive Committee, and Policy Board were applied towards unfilled road, trail, transit, and SRTS projects. He mentioned that there is a surplus of STBG transit funding; current transit projects funded to 80% with \$384,000 remaining in STBG Funds which can be utilized for roads or trails. He mentioned that the Staff recommendation is to allocate additional STBG funding towards trail projects. He also stated that they recommend this because the Boyson Road project will not meet its minimum 15% required for federal funds. He also shared that the TTAC, Executive Committee recommendation is to fund based off Long-Range Transportation Plan (LRTP) Score.

Frieden asked for a motion. Kerckhove motioned to approve projects to be funded in the FFY23-26 draft TIP, including an additional \$384,00 to trails. Seconded by Thompson.

Olson asked for discussion on the how projects get funded with the additional monies. Kiefer stated that with the additional funding it would fund the projects to 80% and then the remaining would go to the next project. Additional members stated that they were happy to see smaller projects get funded.

The motion passed unanimously.

10. Member Updates

No other jurisdictions provided updates.

Adjournment

Van Kerckhove motioned to adjourn the meeting. Seconded by Harper. The motioned carried. The meeting was adjourned at 2:16 pm.

Respectfully Submitted,
 Amy Cannon, Administrative Assistant
 Community Development