The Hiawatha City Council met in a work session in the Multi-Purpose Room on the lower level of City Hall on April 18, 2016. Mayor Bill Bennett called the meeting to order at 5:30 P.M. Council members present: Marty Bruns, Bob Rampulla, Aime Wichtendahl, Dennis Norton and Dick Olson. Staff present: City Administrator Kim Downs, City Attorney Mark Parmenter and City Engineer John Bender. Guest: Matt Johnson from Hall and Hall Engineers.

Wichtendahl moved the approval of the agenda, seconded by Bruns. Motion carried.

Presentation by Matt Johnson of Hall and Hall Engineers – Boyson Road / North Center Point Road Intersection Traffic Signals / Traffic Flow Study

Matt Johnson of Hall and Hall Engineers presented results of engineering analysis of the operational problems and potential improvement alternatives along Boyson Road between North Center Point Road and the I-380 Interchange ramp.

Issues Identified by Engineering:

North Bound I-380 Ramps

- Vehicle queues for westbound traffic consistently exceed storage capacity available and back up into the North Center Point Road Intersection.
- Vehicle queues of north bound traffic frequently extended down the ramp. Many vehicles wanting into the left turn lane at North Center Point Road and this lane frequently exceeds available storage.
- Signal timing does not appear to allow for the most efficient use of green time for westbound traffic approaching from the North Center Point Road intersection.

North Center Point Road

- Long vehicle queues noted for southbound right turn lane especially in the evening peak hour and the west bound through lane. This is a function of not having sufficient storage capacity for westbound traffic at the I-380 northbound ramp intersection.
- Vehicle queue lengths for east bound turn lanes frequently exceed the available storage capacity.

Johnson identified the biggest problem is the lack of vehicle storage space between the North Center Point Road and north bound I-380 ramp intersections. Through field signal timing, engineering noticed the two signals do not appear to be operating on the same cycle length, causing inefficient use of green times at the northbound ramp intersection. The signals are running on a coordinated timing plan during the morning and evening hours, which should promote the most efficient operation. However, it appears the two intersections may be running different coordination plans.

Johnson made the following recommendations for improving operations at the intersection of Boyson Road and North Center Point Road as follows:

Engineering Recommendations:

1. Hire a qualified traffic signal technician to program signals and coordination timing plan. Technician should review capabilities of the existing traffic signal equipment and note exactly which upgrades would be needed and/or desirable in order to implement the proposed coordination timing plan.
2. Upon approval from the Iowa Department of Transportation (DOT), proceed with design and construction of improvements including modifying the right turn only lane into a shared through right turn lane and widening the pavement west of the north bound ramp intersection to support two through lanes of traffic. The widening area is limited by the existing bridge and guardrail. The existing painted median would be used as a dedicated westbound left turn lane at the approach to the I-380 southbound ramp intersection. To further improve the west bound traffic flow, engineering recommends repurposing the west bound right turn lane at the North Center Point Road intersection as a shared through right turn lane. This will allow more vehicles to queue up and get through the intersection quicker during the green light phase. Construction cost estimate for these improvements including traffic signals upgrades, restriping, embankment construction, and minor pavement widening is $115,000.00. This construction would require relocation of an existing traffic signal mast arm and an overhead utility line and may require relocation of some storm sewer. Improvements would require permission from and coordination with the DOT since the DOT maintains jurisdiction of the I-380 ramps.

3. Correct wiring for pedestrian pushbutton calls on the north and south legs of the North Center Point Road Intersection.

City Administrator Downs said council allocated funding in the Capital Improvement Plan (CIP) for the construction of improvements to temporarily alleviate some of the traffic issues at the Boyson Road / North Center Point Road Intersection, while waiting on the construction of the Tower Terrace Road Interchange.

City Engineer Bender stated the next step is meeting with the DOT to get their approval. Downs added the DOT has funding in the next year or two to help alleviate traffic on the I-380 off ramp at Boyson Road by extending the ramps storage area; city staff will ask the DOT about funding during the meeting. Johnson said DOT concern is generally focused on getting traffic off the interstate; they tend not to be so concerned about local streets.

Tower Terrace Road Interchange Meeting Update

City Administrator Downs gave an update on the Tower Terrace Road Interchange meeting with Iowa DOT Director Paul Trombino and local DOT District Engineer Jim Schnoebelen, held on April 8, 2016 as follows:

Overall, there was a good turnout including Mayor's of Hiawatha, Marion, Robins and Cedar Rapids, Marion and Hiawatha city administrators, Linn County Supervisor Brent Oleson, Robins engineer, Hiawatha engineer, Cedar Rapids planner, and Senator Liz Mathis. Everyone in attendance was very positive and impressed and all felt the meeting was very beneficial. Liz Mathis was great in getting Trombino to Hiawatha. There is metro support of the Tower Terrace Road Interchange project and partnership at the Metro Planning Organization (MPO) level, as this is a multi-jurisdictional project. In order to get the Tower Terrace Road Interchange project into the five-year DOT project program, the metro cities of Marion, Cedar Rapids, Robins and Hiawatha need a set schedule of when each community would be ready to fund the project. The metro cities will need to work with Robins because Robins has two bridges in their jurisdiction and cannot afford to pay for the improvements necessary to complete the project.

The cost for the Tower Terrace Road Interchange project is approximately $15 - $20 million depending on when the construction takes place. The DOT did not have any issues with this cost; DOT concern was determining where the metro communities are at in regards to funding the project. Trombino confirmed there will be a third Interchange Justification Report (IJR) before the project can continue, but the environmental study will be completed in conjunction with the IJR, reducing the time it takes to complete both studies by one year. The IJR is scheduled for completion by the end of 2018. If everything goes as planned the Tower Terrace Road Interchange Project will go out for bid letting in FY 2020-2021.

Trombino offered DOT assistance in providing funding towards the improvements to the Boyson Road / North Center Point Road Intersection to help temporarily alleviate some of the traffic issues with the I-380 Boyson Road off ramp in the interim. Trombino said the DOT would look into widening the Boyson Road off ramp in the next year or two to provide additional storage on the interstate ramp. Trombino also suggested Hiawatha should discuss the traffic signal issues with the DOT for the possibility of funding assistance.

Edgewood Road Overlay Project

City Engineer Bender discussed the plans for the Edgewood Road Overlay Project. Bender stated this project is a joint project with Linn County and Cedar Rapids and Hiawatha's portion includes a 4,227 foot section of eight inch concrete paving, 3,649 foot section of eight inch concrete paving and a 176 foot section of three inch asphalt paving; total cost for Hiawatha's portion is $406,895. Bender said council approved $400,000 of funding in the CIP for Fiscal Year 2018, to complete the Edgewood Road Overlay Project; funding would need to increase a bit to cover the total cost.

Bender also provided Hiawatha's portion of cost to construct a pavement overlay project on Tower Terrace Road. Tower Terrace Road Overlay Project would also be a joint project with Linn County and Cedar Rapids and Hiawatha's portion includes a 475 foot section of three inch asphalt; total cost for Hiawatha portion is $9,500.

Bender added there are currently culverts under the road and those will need to be surveyed. Bender said most are corrugated metal and there may be cost share on the culverts if needed. Bender stated Hiawatha has an agreement to sealcoat every year and this would no longer be necessary once the overlay project is completed. Bender said the

Edgewood Overlay Project and Tower Terrace Road Overlay Project would require a 28E Agreement with Linn County and Cedar Rapids; the agreement will be approved at a regular council meeting.

CN Railroad Update

City Administrator Downs gave an update on the CN Railroad. Downs said there are trash cans and benches along 4th Avenue that are located on railroad property and the railroad said the city needs to move those unless we enter into a multi-use agreement. Staff is working with the railroad to put together a draft Multi-Use Agreement to allow extension of the sidewalk down to Blairs Ferry Road as people are using the sidewalk today. Downs informed council the city needs a $10 million insurance policy as part of the agreement and staff will make this increase to the city policy as soon as possible.

Downs added some of the 4th Avenue property owners have gardens and sheds on railroad property and city staff has requested the railroad notify these folks as the city plans to extend the sidewalk in the near future; staff is still waiting to hear back on the changes to the document.

Downs mentioned the railroad crossing on Robins Road and the cost to upgrade the crossing from timber to rubber is $42,000. Downs said staff may bring this to council for approval as rubber is a smoother surface than timber with a 20-25 year life span.

28E Annexation Agreement with Robins

City Administrator Downs explained Hiawatha has an existing annexation agreement with Robins and the agreement is nearing expiration. Downs and Mayor Bennett met with Mayor Hinz from Robins to discuss a continuation of the 10-year annexation agreement with no boundary limit to the north.

Downs said she has some concerns on the proper way to handle county parcels split by the interstate. Hiawatha has been in discussions with Interstate Power and Light Company (ITC) to clean up territory lines along the interstate as requested by the state board during our last annexation approval. Downs stated after speaking with Mayor Hinz, there appears to be some push back from Mayor Hinz on allowing Hiawatha to annex the ITC parcel to clear up the boundary lines.

City Attorney Parmenter explained if Hiawatha allows the current annexation agreement to expire, Hiawatha might run the risk of Robins jumping over the interstate. Council Member Wichtendahl asked if there was a way to put a provision in the agreement to annex only the parcels the city wants. Parmenter confirmed the city could exclude certain properties.

Council Member Olson said if the city allows the agreement to expire and there is a change in Robins officials, the new officials may not want to comply; Hiawatha needs to maintain the east and west sides of the interstate. Downs added what makes sense for Hiawatha is going the same direction as the water and sewer location and to the west.

Council Member Olson suggested rewriting the agreement with exclusions to avoid risk of being landlocked. City Council members were in agreement to renew the annexation agreement for an additional 10-year period.

Electric Franchise Agreement with REC

City Administrator Downs explained Hiawatha does not currently have a franchise agreement with Linn County Rural Electric Cooperative Association (REC). City Council is currently in the process of approving a 3% franchise fee with Alliant Energy and MidAmerican Energy but the difference is Hiawatha already had a franchise agreement with these two utilities.

Downs said there will be an item on the April 20 agenda to set a public hearing date to adopt a Revenue Purpose Statement to begin the process of amending the Code of Ordinances to add a chapter to establish an electric franchise with REC. Downs noted there are currently 650 people in REC territory including businesses such as Windstream and CCB Packaging. A 3% franchise fee with REC will generate approximately $40,000 in additional revenue for the city.

Council Liaison / Council Meet and Greet

City Administrator Downs spoke to council about the liaison program stating that Council Member Norton is currently assigned to the Planning and Zoning Commission and Council Member Bruns is assigned to the Library Board.

Mayor Bennett assigned Council Member Wichtendahl to the Parks and Recreation Commission, Council Member Rampulla to the Water Board and Council Member Olson to Fire and Ambulance.

City Clerk Kornegor spoke to council about the Council Meet and Greet program. Kornegor said in past years, staff has set up dates for council to visit the different city departments and invited the public to attend. Kornegor explained the city has not received a very good turn out to these events and generally, there are only a couple of people in attendance.

Kornegor said Downs and Kornegor discussed having city council attend one of the farmer's markets to see if there would be a better response from the public. Kornegor suggested setting up a tent and tables at the event where council and possibly members of city staff would be on hand to answer questions and speak to the public. City Council members were in agreement to choosing a date on Wednesday evening or on a Sunday to hold a Council Meet and Greet at the farmer's market.

2016 Mosquito Control Services

Kornegor explained city staff went out for bids for mosquito control services for the 2016 season; two bids were received, one from Mosquito Control of Iowa and one from Mosquito Squad. Kornegor said council would be approving the award of contract for mosquito control services on April 20, during the regular meeting.

Kornegor said staff did some research to determine if the mosquito control services could be done in house by city staff currently holding pesticide licenses; city staff could do the work, but on a much smaller level than city wide services provided in past years by Mosquito Control. Kornegor referred to information that was included in the council packet where Kornegor prepared a memo detailing the services offered by both Mosquito Control of Iowa and Mosquito Squad, as well as information about city staff performing the mosquito spraying in the parks.

Kornegor added if council makes the decision to have city staff perform the spraying in the parks using the tractor, the recommendation is to implement this change beginning in 2017. Staff is not prepared to take on mosquito spraying this year as they need time to determine what chemicals would be required as well as put together a plan to be able to fit the mosquito control spraying into their daily work schedule, while trying to coordinate work with the parks seasonal employees.

City Council did not have any questions on mosquito control.

There being no further discussion, Rampulla moved to adjourn at 7:00 P.M., second by Wichtendahl. Motion carried.

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Bill Bennett, Mayor

ATTEST:

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Kelly Kornegor, City Clerk