



City of Cedar Rapids
INFRASTRUCTURE COMMITTEE MEETING MINUTES
City Hall – Council Chambers
Wednesday, March 1, 2016

Meeting was called to order at 4:00 p.m. by Council Member Scott Olson.

Committee Members Present: Council members Scott Olson, Chair; Ralph Russell (by phone) and Justin Shields.

City Director Team: Jen Winter, Public Works Director; Emily Muhlbach, Communications Coordinator; Sandra Fowler, Assistant City Manager Development Services; Steve Hershner, Utilities Director; Jeff Pomeranz, City Manager.

Presenters: Kevin Vrchoticky, Civil Engineer; Sandy Pumphrey, Project Engineer; Garrett Prestegard, Project Engineer; Bruce Jacobs, Utilities Engineering Manager; Nate Kampman, City Engineer.

1. Approval of Minutes from January 27, 2016 meeting.

ACTION: The minutes were approved as presented. All in favor.

2. **Presentation** – Downtown Walkway Convention Center Ramp to US Bank – *Kevin Vrchoticky*

The project design, schedule and probable cost range were presented. The project is currently in the final stage of design and the development of construction bid documents. This project is partially funded through the MPO and is proceeding through the IDOT bid letting schedule

Response to Committee questions:

What are funding sources? Of the \$1.75M cost, \$360,000 is from City of Cedar Rapids and \$1.4 is from MPO.

US Bank and TCR in agreement? Good relationship with US Bank, agreement in process. TCR not connecting at this time but will have the option in the future.

3. **Recommendation/Presentation** – Stormwater Utility FY 17 Fee Structure Proposal – *Sandy Pumphrey*

The City's stormwater utility fee structure proposal originally presented to the Infrastructure Committee in December and based on continued public feedback, City Staff is proposing an overhaul of the fee structure for FY17 onward to a system that is more equitable and incentivizes green infrastructure. Our current ordinance has 15 fee tiers. Currently, the top tier is for non-residential properties with 40 or more acres, with a maximum fee of \$261.10/month (\$3,133.20 per year)

It is clear that the City needs to do more to mitigate localized flooding. A large proportion of these future efforts will be funded by the Stormwater Utility. Therefore a fee structure that better incentivizes the reduction of runoff and increase in stormwater infiltration is necessary. The proposal is for a property's stormwater utility fee to be based on "Equivalent Residential Units" or

ERU's – a measure of imperviousness, rather than overall property size. The City of Cedar Rapids will define one (1) ERU as 0.1 acres of impervious area which also equates to the average impervious area on a single residential lot located within the City. The current Stormwater Utility fee structure garners approximately \$4m annually. The new fee structure will garner approximately \$5m for FY17. This new fee structure will also require less ongoing staff time to administer.

Most properties will see a reduction or modest increases consistent with prior rate changes. However, some of our larger property owners with large impervious areas will see significant increases. Since this was last presented to the Infrastructure Committee, City Staff has actively reached out to those customers who are most impacted to present the proposed fee structure and garner feedback. As a result, the process has slowed down to allow more time for dialogue with our customers. This has affected the approval schedule, but is not anticipated to change the implementation date of July 1, 2016. A multi-year transition plan for large properties has been incorporated capping the number of ERU's that can be charged to any one particular property. The options for reducing a bill have been expanded to include the following (additive) options up to a total of a maximum potential 75% discount.

- a. Water Quality and Quantity Credit (i.e. installation of infiltration practices)
- b. Discharge to a Major Waterway – for those right on the Cedar River
- c. Education Program – for those who conduct stormwater-based training for maintenance staff or
- d. Pervious Non-compacted Fill
- e. Zero Discharge Credit – for properties with zero-runoff in a 100-year/24hr storm.

Public Input:

Tom Koepner (sp) representing Rockwell Collins stated that City staff did a good job putting proposal together and explaining the effective need for change. As a highly impacted business we are thankful for the phasing period and enhancing the offset options. Suggest stakeholder engagement sooner in the process.

Response to Committee questions:

Will education opportunities be available to general public? The City will not be forming an education program at this time but will inform citizens of opportunities available.

Administration and verification of credits? Application form covers credits and documentation required.

Was final proposal accepted by most impacted customers? Some of the most impacted customers have been part of the process and accepting of the changes proposed.

How 75% maximum credit determined? All property owners and users, even those with zero runoff use the public right-of-way and its associated stormwater management, therefore a maximum discount below 100% is believed to be appropriate.

How will additional fee revenue be used, will this help fund past projects? Additional revenue will be used to fund Capital Improvement Projects to make progress on past projects that were not funded.

Recommendation:

The Infrastructure Committee recommends the revised ERU-based Stormwater Utility Fee Structure Ordinance be presented for adoption by the full City Council in March 2016, which will in turn be implemented starting July 1st, 2016 (FY2017).

4. **Recommendation/Presentation** – 28E Agreement for Middle Cedar WMA – *Sandy Pumphrey*
In 2010, Iowa lawmakers passed legislation authorizing the creation of Watershed Management Authorities. A Watershed Management Authority (WMA) is a mechanism for cities, counties, Soil and Water Conservation Districts (SWCDs) and stakeholders to cooperatively engage in watershed planning and management. The WMA is formed by a Chapter 28E Agreement by two or more eligible political subdivisions within a specific watershed.

While the driving motivation for WMA formation may be water quality improvement and/or flood risk reduction, there are multiple benefits to cooperating with other jurisdictions within a watershed:

- Conduct planning on a watershed scale, which has greater benefits for water quality improvement and flood risk reduction;
- Foster multi-jurisdictional partnership and cooperation;
- Leveraging resources such as funding, technical expertise;
- Facilitate stakeholder involvement in watershed management.

The City of Cedar Rapids has recently been party to the Indian Creek WMA (ICWMA), which has recently published and adopted by all member entities, a Watershed Management Plan.

City Staff has been involved in discussions with a number of entities to form the Middle Cedar Watershed Management Authority (MCWMA). Cedar Rapids is at the far downstream point of this watershed and could benefit the most of all the entities involved.

The 28E for the MCWMA as proposed differs from the ICWMA agreement, in that it would form a separate governing body, where each member entity provides one voting board member to the whole. The 28E for the ICWMA did not create a separate entity, and relies on one member entity to act as a fiscal agent.

Finally, the motivation for the formation of MCWMA at this time specifically is a large grant from the US Department of Housing and Urban Development (USHUD) recently awarded to the State of Iowa for almost \$100m. Formation of MCWMA would facilitate those grant monies benefiting this watershed, significantly. As such, each member entity is working toward a goal of full adoption of the 28E before the end of March 2016. First MCWMA Board meeting scheduled for March 30th.

Response to Committee questions:

Logistics of meetings? Specifics will need to be determined. Obligate 1-2 staff from City of Cedar Rapids

Solicit additional private stakeholders ? Only political sub-divisions within watershed. Creation of masterplan.

Any entities not in agreement? All entities in watershed were invited but some are not participating. Committee requests list of entities and status of involvement.
Can entities join later? Yes, agreement provides option for entity to join with Board approval.
Water/soil conservation? There are two SWCE involved.
Who will lead MCWMA? DNR has spearheaded along with Benton County.

Public Input:

Robin Cash talked about article in The Gazette on water management. In favor of 28E and would like to see that other than taxpayers responsible for cost involved with flood control and would like to see watershed management go from voluntary to mandatory.

Recommendation:

The Infrastructure Committee recommends moving ahead to Council the adoption of the 28E Agreement for the formation of the Middle Cedar Watershed Management Authority (MCWMA) and ongoing participation of City of Cedar Rapids.

5. Update – Sanitary Sewer Master Plan – *Sandy Pumphrey*

The Sanitary Sewer Master Plan is used to assess the function of the City's sanitary sewer system, and aid in the selection of capital improvement projects and policy recommendations.

The February 4, 2016 consultant/staff workshop the draft CIP plan for Sanitary Sewer Collection System was reviewed. Also reviewed was the long term financial plan to determine adequacy of and optimize revenue streams. The project is generally still on schedule. Bottlenecks in the system have been identified on a large scale (macro model). Further fine tuning and localized calibration is being performed. A draft Modeling Technical Memorandum is being finalized. Better results and recommendations for future projects will follow in subsequent years as localized models are refined to reflect secondary flow meter data. Anticipate 5th workshop in April.

6. Update – Storm Water Master Plan – *Garrett Prestegard*

In the last month, HDR submitted draft technical memos on the capital improvements plan, financial plan, and future considerations that will be incorporated into the Stormwater Master Plan update. City staff have reviewed these draft technical memos and provided comments. HDR is now in the process of finalizing these documents, finalizing the detailed basin level model completed for the Kenwood Watershed, and preparing a draft executive summary for the Stormwater Master Plan update. Next workshop is scheduled for Wednesday, March 24th and HDR will be presenting the draft executive summary. Overview of that draft will be presented to Infrastructure Committee in April.

Response to Committee questions:

Will there be an actual document? Yes, draft document will be provided to Council Members.
Can Council Members be involved in workshops? Yes, meetings dates/times will be shared.

7. **Update** – Upcoming Utility Projects to be Filed (March, April, May) – *Bruce Jacobs*
The current Water and WPC Plant projects include the Seminole River Bank Armoring (6250045) filing March 8th with a public hearing on March 22nd and WPCF Odor Control Upgrades (615233) filing May 24th with a public hearing on June 14th. Upcoming public hearing on March 8th for the NWTP Roof Replacement (625904) and the Horizontal Collector Well 5 Pump House (625863).

The water main projects bid dates are planned in conjunction with Paving for Progress projects or other Public Works projects were provided in the handouts. There will be no updates to this current list for the March 15th meeting.

8. **Update** – Collins Road – *Nate Kampman*
The City has contracted with Anderson-Bogert Engineers and Surveyors and HR Green to develop proposed plans and specifications for the project on Collins Road NE from East of Northland Ave to Twixt Town Road. The project was scheduled to be bid on the February 2016 Iowa DOT letting. The proposed improvements included upgrading Collins Rd to three (3) through lanes in each direction, intersection improvements, pedestrian accommodations, and an underpass for the extension of Lindale Drive to cross underneath Collins Rd. The estimated construction cost for this project is currently \$11M with a construction timeline of three years.

Due to the time lapse since the original design was completed, Public Works staff is pulling this project from the February 2016 Iowa DOT letting. This will provide an opportunity to evaluate the current issues and ensure the project achieves the City Council's vision for complete streets.

Several factors were considered in making this decision:

- The plan for this project began nearly two decades ago, prior to our community's focus on building infrastructure that considers people-first, rather than vehicles only. Public Works staff in cooperation with the Community Development department will conduct a focused review of the final design to make sure the project is in line with City Council community goals, Envision CR, and our efforts at designing and constructing people-first infrastructure.
- An opportunity exists to improve the project by integrating increased residential opportunities to support creating a livable and walkable area. – a goal that was developed during Envision CR.
- Staff is taking into account project length, increasing impacts to estimated construction costs and timeline, as well as inconvenience to the traveling public and neighboring businesses.

Moving forward, Public Works will be working with members of the Community Development department to conduct outreach with property and business owners, as part of a study, before moving forward with any construction. City staff will continue to work closely with the Iowa DOT to move the study and final design forward as quickly as possible. Support the long term viability of the area.

Response to Committee questions:

Will funding resources be jeopardized? One grant associated with the underpass.

9. Public input

Robin followed up on concerns with water management statewide and would like to see monitoring of water quality from nutrient runoff.

10. Items for future agenda

- a. Clear Lake Study Committee (Russell)
- b. Alliant Energy Street Lights (Olson)
- c. Conversion Information Update (Poe)
- d. Assessment Policy
- e. Undergrounding of Public Utilities

The meeting was adjourned at 5:05 p.m.

Respectfully submitted,

Kathy Holmes, Administrative Assistant I, Public Works Department