

**Lawrence-Douglas County
Metropolitan Planning Organization (MPO)
Policy Board**

Thursday, November 17, 2011
4:00 PM – 5:30 PM
6 East 6th Street
Lawrence City Hall
City Commission Room

AGENDA – Regular Meeting 4:00 – 5:30 PM

- 1. Call Meeting to Order**
(Charles Blaser - L-DC MPO Chair)
- 2. Action Item: Approval of Minutes from the October 20, 2011 MPO Meeting (see attached minutes)**
(Charles Blaser - L-DC MPO Chair)
- 3. Old Business and Correspondence (see attached memo and minutes)**
(Todd Girdler – MPO)
 - a. Project Updates Memo**
 - Travel Demand Model
 - Regional Transit Advisory Committee (RTAC) and the Coordinated Public Transit – Human Services Transportation Plan (CPT-HSTP) for Douglas County
 - T-2040 Advisory Committee
 - Public Participation Services for the MTP Update in 2012
 - US 40/K-10 Highway Interchange Area Transportation Study
 - Update of the Regional Roadway Functional Classification Map
 - b. Recent TAC meeting minutes**
 - October 4, 2011 - approved
- 4. Discussion Item: 5-County Regional Transportation Study-Phase 2**
(Thomas Dow – KDOT)

This major KDOT planning study is designed to: assess the multimodal transportation needs for the 5-County Area, prioritize those needs, and develop strategies to address those needs. Phase 1 of this study identified project goals and objectives and introduced a decision-making framework that included primary themes, vision, and desired outcomes. Phase 1 also presented strategies for a more collaborative planning approach, an examination of innovative concepts in the area of transportation technology, and consideration of multimodal transportation solutions and sustainable transportation investments. Phase 1 also identified key corridors in the region. The third purpose of the study, developing strategies to address the needs, is being addressed in Phase 2. When this study is completed it will describe transportation strategies for use in each of the 14 key corridors, prioritize the strategies based upon how well the region's desired outcomes are addressed and how cost cost-effective they are, and present an implementation timeline for this study's recommendations. Members of the consultant team and KDOT staff will attend the meeting to provide an update on this study and answer questions.

5. Discussion Item: Update on KDOT Projects in Douglas County

(Thomas Dow – KDOT)

KDOT staff will present an update on the South Lawrence Traffic Way, Bob Billings Parkway/K-10 Interchange, toll feasibility study, and other KDOT projects in the L-DC MPO area.

6. Other Business

7. Public Comments

This item is to allow brief public comments on items not listed specifically on the agenda. Comments from each individual or organization will be limited to five minutes.

8. Adjournment

Next Meeting: The MPO Policy Board will meet on December 15, 2011 or another date as needed and approved by the MPO.

Special Accommodations: *Please notify the Lawrence-Douglas County Metropolitan Planning Organization (L-DC MPO) at (785) 832-3150 at least 72 hours in advance if you require special accommodations to attend this meeting (i.e., qualified interpreter, large print, reader, hearing assistance). We will make every effort to meet reasonable requests.*

The L-DC MPO programs do not discriminate against anyone on the basis of race, color or national origin, according to Title VI of the Civil Rights Act of 1964. For more information or to obtain a Title VI Complaint Form, see <http://www.lawrenceks.org/pds/Title6> or call (785) 832-3154.

**Lawrence-Douglas County
Metropolitan Planning Organization (MPO)
Policy Board**

Meeting Minutes

Thursday, October 20, 2011

Attendance:

Organization	Name	Present
Voting Members		
Lawrence City Commission	Michael Dever	X
Lawrence City Commission	Vacant	
Douglas County Commission	Mike Gaughan	X
L-DC Metropolitan Planning Commission	Bruce Liese	X
L-DC Metropolitan Planning Commission	Charles Blaser	X
City of Baldwin	Ken Wagner	X
Kansas Department of Transportation	Davonna Moore	X
Non-Voting Members		
Federal Highway Administration	Paul Foundoukis	X
Federal Transit Administration	Joni Roeseler	
University of Kansas	Margaret (Peg) Livingood, ASLA	
City of Eudora	Maria Nelson	
City of Lecompton	Jimmy Wilkins	
Staff		
Lawrence - Douglas County MPO	Todd Girdler, AICP	X
Lawrence - Douglas County MPO	Jessica Mortinger	X
City of Lawrence-Douglas County Planning & Development Services Dept.	Scott McCullough	X
Others		
Kansas Department of Transportation	Stephanie Watts	X
Federal Highway Administration	Mike Bowen	X

1. Call Meeting to Order

Chairperson Charles Blaser called the meeting to order at 4:03 PM and a quorum was assured.

2. Action Item: Approval of Minutes from the September 15, 2011 MPO Meeting

Approval of the minutes from the September 15, 2011 MPO meeting was moved by Mr. Dever, seconded by Mrs. Moore and passed unanimously.

3. Discussion Item: Old Business and Correspondence: Mr. Girdler presented the Project Updates Memo & TAC minutes included in the agenda packet and asked if any members of the Board had additional questions. Mrs. Moore asked if the T-2040 Advisory Committee would be taking minutes. Mr. Girdler indicated that meeting notes would be taken for the committee meetings.

4. Action Item: 2012-2015 Transportation Improvement Program: Ms. Mortinger presented the latest draft of the new TIP document and provided a handout of the comments and changes that were made during the public comment period. Mr. Gaughan asked how MPO project 220 to fund the Bob Billings and K-10 interchange related to the tolls feasibility study since the money is programmed to fund the interchange. Mrs. Watts indicated that funding for the interchange is planned using state funds for advanced construction and National Highway System (NHS) funds conversion in out TIP years. The tolls study will also investigate the use of tolls as a maintenance fund. She indicated that a KDOT representative from the study could be invited to the next meeting to describe and answer questions about the project. The MPO members agreed this would be a good idea to answer the additional questions they had about how the toll feasibility study that was being conducted including the development of the sample for the polling. Mr. Blaser asked what the traffic impacts at intersections to the east of the interchange would be and what kind of improvements would be made to the blind intersections with increase traffic and potential for conflict. Ms. Watts says the project should do some micro-modeling of the corridor. Mr. Girdler also indicated the MPO model consultant can provide some projected future volumes of average daily traffic volumes. However no additional improvements were currently planned. Mr. Blaser asked why the TIP was a static four year document, and if it would serve the MPO better to make it a rolling four years. Mr. Girdler indicated that every two years we do updates and at the end of four we do a completely new document. This is per federal regulations. The MPO also has a quarterly schedule to make amendments to projects as needed. Mrs. Watts also indicated that for our MPO the need to do a yearly rolling document would put too much additional stress on staff time and would be unnecessary. The MPO members asked staff to move Appendix 1 to Appendix 5 and spell out NHS (National Highway System) in the project listings. A motion was made by Mr. Gaughan to approve the presented TIP with the changes requested during public comments and at the meeting. The motion was seconded by Mr. Wagner and passed unanimously.

5. Action Item: 2012 Unified Planning Work Program: Mr. Girdler presented the MPO with the draft 2012 UPWP; he provided a handout of an amended budget for the 2012 FY, based on changes requested to the display of the part-time MPO staff hours and updated hourly staff rates. The revised budget reduces our annual carryover to 180 dollars. The draft 2012 UPWP also includes additions of the competitive CPG monies awarded to the MPO. The MPO staff will plan on amending this UPWP during August of 2012 to reflect the true expenditures for the additional CPG studies since some of the funds will be used in 2013. Mrs. Watts asked when the MPO planned on starting the multimodal studies. Mr. Girdler indicated the MPO staff had the goal of having a consultant on board by June 30,

2012. Mr. Gaughan asked how the staff would manage the additional CPG funds in their annual programming. Mr. Girdler indicated the MPO staff would finalize some responsibilities from participation in regional and corridor studies that they have worked on in the past few years. The other main work task for the MPO will be the MTP update. He admitted the staff will be busy next year. The staff has not finalized the plan on how to consult the services, but will consult them in the best way for MPO staff to manage the projects consultants. Mr. Dever made a motion to approve the 2012 UPWP with the amended budget. The motion was seconded by Mr. Wagner and passed unanimously.

- 6. Action Item: Support Resolution for the TIGER III grant application being submitted by KDOT-Lawrence-Douglas County for the Bob Billings Parkway/K-10 Interchange:** Mr. Girdler explained the City public works staff is requesting support of this TIGER application on behalf of their partnership with the County and State for funding to build the Bob Billings Parkway/K-10 Interchange. The total project cost is 18.4 million dollars, the TIGER application asks for \$4.6 million for the project. This would include the one million dollars required to fund the multimodal bicycle and pedestrian facilities on the interchange. Mr. Foundoukis asked if the project was in the long range transportation plan. Mr. Girdler indicated it was. Mr. Bower indicated the letter should say TIGER, not TIGER III. A motion was made by Mr. Wagner to approve the support resolution with the TIGER name change. The motion was seconded by Mr. Liese and passed unanimously.
- 7. Other Business** Mr. Foundoukis notified the MPO policy board members that the 2012 discretionary grants start soon and more information will follow to TAC members via email. Mrs. Moore reminded the MPO policy board members that the TWORKS website is online. It can be accessed from a link on the ksdot.org website. The website is a helpful tool to update on projects progress and KDOT's commitment in all Kansas counties.
- 8. Public Comments**
There were no public comments.
- 9. Adjournment**
The meeting adjourned at 4:49p.m. The next MPO Policy Board meeting will be held on November 17, 2011 or another date set by the MPO.

Memorandum

Lawrence-Douglas County Metropolitan Planning Organization (L-DC MPO)

TO: L-DC MPO Members
FROM: Todd Girdler, Senior Transportation Planner
CC: Scott McCullough, Lawrence-Douglas County Planning and Development Services Director and L-DC MPO Secretary
Date: November 7, 2011
Re: Updates for MPO Projects

Since the last MPO meeting held on October 20, 2011 the MPO staff has been actively working on several projects. Shown below is a list of selected projects and a brief description of recent work on those items.

Travel Demand Model - the City on behalf of the MPO extended the current contract with PB Americas, Inc. to provide consultant modeling assistance to the MPO through December 2012. The MPO staff met with Lawrence and PB staffs to discuss where and how to obtain future year employment and population data for use in the model.

Regional Transit Advisory Committee (RTAC) and the Coordinated Public Transit–Human Services Transportation Plan (CPT-HSTP) for Douglas County – the MPO staff continued to work on developing this plan with the assistance and input from area paratransit and transit providers. The comments received from the RTAC members to date have been reviewed and incorporated into the draft plan, and the plan is now nearly complete. MPO staff plans on presenting this plan to the RTAC for approval in December. This plan should be on the MPO agenda in early 2012 for approval, and the information from this plan will be incorporated into the Transit chapter of the new Metropolitan Transportation Plan (MTP).

T-2040 Advisory Committee – the MPO staff prepared agendas and other materials for the second T-2040 meeting held on November 1st. The MPO, Lawrence, and PB staffs presented information about the regional travel demand model and population data used in the model to the committee.

RFP for Public Participation Services for the MTP Update in 2012 – the MPO staff received proposals and the selection committee is now reviewing those proposals and plans to meet in early December to score the proposals.

US 40/K-10 Highway Interchange Area Transportation Study – the MPO staff continued to work on this study along with other local officials, KDOT staff, and the consultant team. The MPO staff discussed comments from local landowners with the consultant team, and the consultant forwarded those concerns to KDOT staff for review.

Update of the Regional Roadway Functional Classification Map – the MPO staff continued to work to develop an update for this map that will be included in the new T-2040 Transportation Plan. MPO and Lawrence GIS staffs prepared a rough draft of this new map and discussed it with the Technical Advisory Committee (TAC). The MPO staff is now reviewing local land use plans in order to coordinate the drafting of a new Urban Area Boundary (UAB) for transportation planning with areas planned for urban development.

TECHNICAL ADVISORY COMMITTEE (TAC)
Minutes for Tuesday, October 4, 2011 Meeting

Voting Members

Keith Browning (Douglas County - Public Works Director – TAC Chair)
Charles Soules (Lawrence - Public Works Director)
Scott McCullough (Lawrence-Douglas County Planning & Development Services Director)
Stephanie Watts (KDOT)
Wendy Koerner (Alternate for the Lawrence Transit Administrator)
Danny Kaiser (KU on Wheels Manager)

Non-Voting Members

Paul Foundoukis (Federal Highway Administration - Kansas Division Office)

Staff

Todd Girdler (Senior Transportation Planner - TAC Secretary)
Jessica Mortinger (Transportation Planner)

Others

Shoeb Uddin (Lawrence – City Engineer)

Item 1: Call to Order - Chairman Keith Browning called the meeting to order at 1:34 PM. A quorum was present.

Item 2: Welcome and Introductions - Keith Browning welcomed everyone present to the TAC meeting and introductions were made.

Item 3: Action Item: Approval of Minutes from the September 6, 2011 Regular Meeting - Keith Browning asked if anyone had any changes to the minutes and no one did. Scott McCullough made a motion to approve the minutes as presented, seconded by Danny Kaiser and passed unanimously.

Item 4: Action Item: 2012 Unified Planning Work Program

Todd Girdler presented the 2012 UPWP to the TAC for second viewing, discussion and approval. The highlighted sections of the UPWP draft are the areas where new content has been added including the programming of the additional competitive Community Planning Grant funding that was awarded to the MPO for the special multimodal planning studies that will be begin in 2012. Keith Browning asked what source of local cash was used to match the CPG monies. Todd Girdler indicated it was the money programmed to match annual CPG allocations that wouldn't be used due to available in-kind sources. Paul Foundoukis asked if the budget tables could be condensed. Stephanie Watts said the first table could be used if the comment about staff match was added to it and then the second table could be removed from the document. Paul Foundoukis commented that he thought the introduction could be shortened some with only the major work tasks listed for 2011 accomplishments and 2012 planned tasks. Charles Soules made a motion to approve the 2012 UPWP with changes as suggested by the TAC today, seconded by Scott McCullough and passed unanimously.

Item 5: Discussion Item: Funding Projections for Use in the 2012 Metropolitan Transportation Plan (MTP) Update

Todd Girdler asked the TAC members about funding assumptions they make for future year long range planning. He said that there is much uncertainty about federal funding at this time. Paul

Foundoukis said that he believed it is safe to assume a current or lower volume of federal funding but not a higher one, but everyone on the TAC must agree on the funding assumptions. Paul asked if any local sales taxes expire in the next five years. Todd said that the roadway maintenance and transit sales taxes have 8 years remaining and they were supported popularly in the 2008 election. Keith said he assumes consistent or reduced funding for his program, and Wendy agreed that transit programs look the same with flat or slightly decreased funding recently. Keith Browning said everyone seems to agree that similar or slightly lower funding levels for this next MTP seems to be an appropriate assumption. Todd Girdler indicated he would draft funding assumptions for the MTP draft and bring it back to TAC.

Item 6: Discussion Item: Update of the Regional Roadway Functional Classification Map

Todd Girdler shared the current draft of the update to the 2003 FHWA approved functional classification map for the region. The staff will need to update the Urban Area Boundary (UAB) for transportation planning and ensure that it encompasses all of the 2010 Census Urbanized Area when that map is published in early 2012. Scott McCullough indicated the value of matching the new UAB with existing sector and long range land use plans. He also indicated that the current urban growth area for Lawrence might need to be reigned in and that that might happen in the next year or two. Todd Girdler indicated once the final UAB is set the percentages for roadway types by classification for urban and rural systems would be made to ensure the classifications meet the percentage ranges in the federal guidelines. The map when complete will be sent to KDOT and FHWA for approval and be incorporated into the next MTP update. Todd Girdler indicated he would draft a new UAB and bring it back to the TAC for comments.

Item 7: Discussion Item: Coordinated Public Transit – Human Services Transportation Plan (CPT-HSTP) for Douglas County

Jessica Mortinger informed the TAC they should see a draft of this document for approval before the end of the year. Todd Girdler indicated that this document will be incorporated into the Transit chapter of the MTP update.

Item 8: Discussion Item: Definitions for Major Projects and Significant Delay

Todd Girdler presented TAC members with the draft definitions for major projects and significant delays. These definitions are needed so that the TAC can produce a list of major projects from the previous Transportation Improvement Program (TIP) and identify any TIP projects that had a significant delay. Stephanie Watts indicated that this should be a list of the top 5 or so projects in the MPO planning area. Paul Foundoukis said it serves the intent to track big projects and project delays within the process. Todd Girdler asked the TAC members to submit comments about the proposed definitions before the next TAC meeting.

Item 9: Action Item: Support Resolution for the TIGER III grant application being submitted by KDOT-Lawrence-Douglas County for the Bob Billings Parkway/K-10 Interchange

Shoeb Uddin presented the TIGER III project and application details to the TAC. He indicated the importance of community support for the competitive grant process. The application asks for funding of 1 million for bicycle and pedestrian facilities. Paul Foundoukis asked if the project was currently in the MTP. Todd Girdler indicated that it was a recommended project in T-2030. Keith Browning indicated that in the resolution and on Mr. Uddin's map the road labeled E 1500 should be N1500. He also asked if funding of this project was still contingent upon tolling. Charles Soules indicated that if the TIGER III grant was awarded it would not be. MPO staff included a draft resolution in the agenda packet for TAC recommendation and MPO Policy Board

approval at their October 20th meeting. Charles Soules made a motion to approve the support resolution with the changes presented, seconded by Danny Kaiser and passed unanimously.

Item 10: Quick Updates:

a. 5-County Regional Transportation Study – Phase 2

Todd Girdler informed the TAC that the next Stakeholders Advisory Panel meeting for this study is scheduled for October 31st.

b. RFP for Public Participation Services for the MTP Update in 2012

Todd Girdler informed the TAC that the proposal submittal deadline is October 28th.

c. US 40/K-10 Highway Interchange Area Transportation Study

Todd Girdler informed the TAC that the consultants working on this project were continuing to meet with land owners and developers.

d. Bicycle and Pedestrian Documentation Update

Jessica Mortinger informed the TAC that the Bicycle and Pedestrian Counts were completed and the data will be available in the next few months with submittal to the National Bicycle and Documentation Project to follow.

e. Regional Transit Advisory Committee (RTAC)

Jessica Mortinger informed the TAC that the next meeting for this is scheduled for October 27th.

f. T-2040 Advisory Committee – Inaugural Meeting

Todd Girdler informed the TAC that the first meeting for this group is today directly after TAC.

g. Complete Streets Policies and MPO Complete Streets Resolution

Todd Girdler informed the TAC that the MPO had passed the Complete Streets Resolution and that Lawrence was still performing internal reviews of their draft Complete Streets Policy.

Item 11: Other Business

Chuck Soules mentioned that KDOT will be announcing the awards of Geometric Improvements funds soon and he is hopeful that the Lawrence application for improvements at 6th & Iowa and 23rd and Iowa will be approved.

Item 12: Next Meeting: November 1st, 2011 or another date set by the TAC

The meeting was adjourned at 2:20 PM.