POLICY BOARD AGENDA - REGULAR MEETING

1. Call Meeting to Order and Introductions  
   (Bryan Culver - L-DC MPO Chair)

2. Action Item: Approval of Minutes from the November 20, 2014 MPO Meeting (see attached draft minutes)  
   (Bryan Culver - L-DC MPO Chair)

3. Old Business and Correspondence (see attached memo and link to TAC minutes)  
   (Todd Girdler – MPO staff)
   a. Project Updates Memo
      • Regional Pedestrian Plan
      • Safe Routes to School (SRTS) Plan
      • Regional ITS Architecture – Update of 2008 Version
   b. Recent TAC meeting minutes
      • November 4, 2014 Regular Meeting – approved and posted online at http://www.lawrenceks.org/boards/technical-advisory-committee after the TAC approval of minutes and before the MPO meeting

4. Action Item: Approval of the 2015-2019 Transportation Improvement Program – Amendment #1 (draft at www.lawrenceks.org/mpo/tip)
   
   The MPO staff will present this first amendment to the recently approved 2015-2019 TIP to the MPO for approval. This draft TIP amendment was posted for public comments with the comment period ending on December 10th. This TIP amendment was approved by the TAC at their December 2nd meeting.

5. Other Business

6. 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.
7. Adjournment
   Next Meeting: The MPO Policy Board will meet next for its regularly scheduled meeting on January 15, 2015 or another date set by the MPO if needed.

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 www.lawrenceks.org/mpo/title6 or call (785) 832-3150.
1. **Call Meeting to Order and Introductions**
   Mr. Culver called the meeting to order at 4:02 PM.

2. **Action Item: Approval of Minutes from the October 18, 2014 MPO Meetings**
   Mr. Culver presented the minutes and asked if there was any discussion. There was none. Approval of the minutes was moved by Mr. Denny, seconded by Ms. Moore and passed unanimously.

3. **Old Business and Correspondence**
   Mr. Girdler presented the Project Updates Memo included in the agenda packet and the TAC minutes posted online. Mr. Culver indicated that the MPO staff should continue to update the Policy Board on the progress and coordination with the Safe Routes to School Planning process. Mr. Girdler agreed that the MPO staff will continue to update the MPO Policy Board on the coordination around SRTS.

Mr. Girdler presented the work program to the MPO for review and comments. Mr. Girdler noted that the packet included the public comment received during the public comment period and the MPO response. Sustainability Action Network (SAN) requested to be included in the groups listed in some of the bullets in the UPWP text. However, the groups listed are ones that the MPO staffs or MPO staff attends regularly, and the SAN did not meet the same criteria. Therefore, the TAC decided to decline that request. Mr. Girdler also noted that the public comment also included a request for the UPWP to include MPO work on an effort to reduce the speed on all Lawrence residential streets to 20 MPH. Mr. Girdler noted that this work would not meet the MPO scope and is a complex issue possibly involving changes to state legislation that could be considered by the cities in Douglas County. He also noted that a more specific study of corridors and speeds would be a more appropriate targeted response to reducing speeds where that is desired and needed. Mr. Girdler indicated that the MPO staff plans to attend SAN meetings in the future and engage their members. Mr. Girdler noted that 2015 will be the final year for toll credits before the MPO host agency will be expected to contribute the full amount of match in cash. Ms. Thellman asked if there would be less money. Ms. Moore indicated that with the 20% portion matched completely with cash; the MPO would have more funding overall available to them, since toll credits cannot be spent like cash. Mr. Culver asked Mr. Gilder to explain what the planned freight planning work task would entail. Mr. Girdler said that the MPO would like to talk to local distributors and shippers to identify issues they have and collect input about engineering design and obstacles that they see in order to help address the freight community concerns. Mr. Girdler indicated that recent changes in federal legislation with MAP-21 has elevated the status of freight systems planning and encouraged state DOTs and MPOs to do more planning for freight movements. The change of roadway classifications and the greater emphasis on freight is impacting the work plans of MPOs. The goal is to engage shippers and distributors to identify and then address their concerns about the current transportation network. During the T2040 process MPO staff facilitated a meeting for freight stakeholders and only had one participant, so additional work is needed to engage the freight community to discuss issues and educate them about the MPO planning process. Ms. Thellman noted that Baldwin City has had some recent concerns about the volume of truck traffic on US-56. Mr. Girdler indicated that the projections listed in studies like the 5-County Regional Transportation Study likely under estimated the future projections of truck traffic, but some increase was expected. However, the continuous line of truck convoys described by some local groups has not occurred. Ms. Mortinger indicated that it might be necessary to inquire with KDOT about collecting new counts to determine the modal split of the traffic on US-56. Ms. Smith suggested taking a look at the Mid America Regional County IntraRegional Freight study for some examples of the planning work that has been done for freight in the region. Mr. Denny also suggested that the truck traffic pattern will change after the completion of the SLT. Mr. Girdler asked anyone who has any contacts within the freight community to share those contacts with the MPO staff. Mr. Culver asked if there were any other questions or items for discussion. There was none. A motion was made by Mr. Denny to approve the 2015 UPWP. The motion was seconded by Ms. Thellman and passed unanimously.

5. **Discussion Item: Update of the Regional Intelligent Transportation System (ITS) Architecture**

Mr. Girdler introduced Mr. Weatherford and Ms. Pendleton as the consultants hired to update the 2008 ITS Architecture and Plan. Mr. Weatherford explained the development of an ITS plan is to bring together the many stakeholders and departments within a region to discuss the data and information they collect and ways they can share their data and information to improve efficiency and processes in order to make the transportation system safer and more efficient.
Mr. Weatherford indicated that the process was off to a good start. At the kickoff meeting earlier in the day, the project team members reviewed the goals from the 2008 plan and assessed what the current status of each project/goal was. The study team will send out a survey in the next week for each MPO Policy Board member to take as well as to a plethora of stakeholders. This would allow the planning team to be able to present the results of the survey at the stakeholder workshop being planned for December 8th. Mr. Denny indicated that he was involved in the 2007 ITS planning process and that the region has a great opportunity to unify departments and use technology to improve processes. Mr. Graves asked who from KU would be invited to participate. Mr. Girdler asked Mr. Graves to provide the MPO with KU contacts who should be included in the process. Mr. Culver asked what the MPO staff role in the process would be. Mr. Girdler indicated that he is the project manager and is responsible for managing the consultant team. Mr. Culver thanked Mr. Weatherford and Ms. Pendleton for visiting to update the MPO.

6. Other Business
   There was no other business.

7. Public Comments
   There were none.

8. Adjournment
   The MPO Policy Board next meeting will be on December 18, 2014. The meeting was adjourned at 4:40 PM.
Memorandum

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:      December 11, 2014
Re:        MPO Activity Updates

Since the last regularly scheduled MPO meeting held on November 13, 2014 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.

**Regional Pedestrian Plan** – The MPO staff completed draft reports of the sidewalk condition data by working with officials in Eudora and Baldwin City. MPO staff is exploring options to develop a methodology for prioritizing pedestrian improvement projects in Douglas County. The Pedestrian Coalition will meet again in January.

**Safe Routes To School (SRTS) Plan** – the MPO staff has continued to work with USD 497, Lawrence-Douglas County Health Department, and Lawrence staffs to create this plan. The Health Department is entering and analyzing the data collected from the student surveys and teams are forming for the local schools. The MPO staff is providing mapping assistance.

**Regional ITS Architecture – Update of 2008 Version** – The consultant, Iteris Inc., has begun work on this project. Iteris and its sub-consultant, Vireo, held the first project management team meeting (kick-off meeting) on November 20th and the first stakeholders meeting on December 8th. Consultant staff has talked to and/or visited with several agencies and committees in the region recently to identify stakeholders for this project and identify their concerns about ITS projects. This project will be completed in May 2015.