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 October 16, 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**  
      - Bicyclist and Pedestrian Counting Program
      - Regional Pedestrian Plan
      - Safe Routes to School (SRTS) Plan
      - Regional ITS Architecture – Update of 2008 Version
   
   b. **Recent TAC meeting minutes**  
      - October 7, 2014 Regular Meeting – approved and posted online at [http://www.lawrenceks.org/boards/technical-advisory-committee](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 Unified Planning Work Program (see the draft UPWP at [http://www.lawrenceks.org/mpo/UPWP](http://www.lawrenceks.org/mpo/UPWP) and the public comment received attached to this agenda)**  
   (Todd Girdler – MPO staff)
   
   The MPO staff will present this new work program to the MPO for approval. This draft UPWP was posted online and advertised in the newspaper for public comment between October 15th and November 13th. The MPO Technical Advisory Committee (TAC) approved this draft 2015 UPWP at their meeting on November 4th. Public comment about this draft work program was received and is attached to this agenda.
5. **Discussion Item: Update of the Regional Intelligent Transportation Systems (ITS) Architecture**  
   (Todd Girdler – MPO staff)  
   The MPO staff will introduce the consultant team that has been hired to create this updated ITS architecture, and MPO members will have the opportunity to ask the consultant team questions about ITS and how it could be applied in our region.

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 next for its regularly scheduled meeting on December 18, 2014 or another date set by the MPO if needed.

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

Meeting Minutes-Thursday, October 16, 2014

Attendance:

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<tr>
<th>Organization</th>
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<td>Voting Members</td>
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<td>Lawrence City Commission</td>
<td>Michael Dever</td>
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<td>Lawrence City Commission</td>
<td>Bob Schumm</td>
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<td>Douglas County Commission</td>
<td>Nancy Thellman</td>
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<td>L-DC Metropolitan Planning Commission</td>
<td>Jim Denney</td>
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<td>L-DC Metropolitan Planning Commission</td>
<td>Bryan Culver</td>
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<td>City of Baldwin City</td>
<td>Marilyn Pearse</td>
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<td>Kansas Department of Transportation</td>
<td>Allison Smith</td>
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<td>Non-Voting Members</td>
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<td>Federal Highway Administration</td>
<td>Paul Foundoukis</td>
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<td>Federal Transit Administration</td>
<td>Jeremiah Shuler</td>
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<td>University of Kansas</td>
<td>Paul Graves</td>
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<td>City of Lecompton</td>
<td>Mary Jane Hoffer</td>
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<td>City of Eudora</td>
<td>John Fiore</td>
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<td>Staff</td>
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<td>Lawrence - Douglas County MPO</td>
<td>Todd Girdler, AICP-CTP</td>
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<td>Lawrence - Douglas County MPO</td>
<td>Jessica Mortinger, AICP</td>
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<td>City of Lawrence-Douglas County Planning &amp; Development Services Dept.</td>
<td>Scott McCullough, AICP</td>
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<td>Others</td>
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<td>Carma</td>
<td>Jenny O’Brien</td>
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1. Call Meeting to Order and Introductions
Mr. Culver called the meeting to order at 4:00 PM.

2. Action Item: Approval of Minutes from the July 17 and September 25, 2014 MPO Meetings
Mr. Culver presented the minutes and asked if there was any discussion. There were none. Approval of the minutes was moved by Mr. Denny, seconded by Ms. Smith 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 asked the MPO staff how they used the bicycle and pedestrian count data. Ms. Mortinger explained that the MPO staff has been conducting counts for five years. Counts data is used to document bicycle and pedestrian activity in the region. Count locations are chosen at a variety of location types. Depending on the reason for counting that location, the data is used differently. For example, Jessica explained, before and after building the 12th Street Lighted Pathway Corridor, the MPO conducted nighttime counts. The counts showed that after the lighted pathway was installed there was a threefold increase in the number of bicycles and pedestrians counted. The MPO has also conducted counts in locations
where future improvements are planned, like 9th & Connecticut and they shared count information with planners and engineers working on projects in proximity to where counts have been taken in the past. Mr. Graves asked if the private schools were participating in the SRTS planning process. Ms. Mortinger indicated that all elementary and middle schools (grades K-8) were being invited to participate, but participation would depend on identifying champions to lead the site specific issues. Ms. Smith noted that KDOT needs to receive the notice to award form before it is signed by the City Manager for the ITS contract.

4. **Action Item: Approval of 2015-2019 Transportation Improvement Program**
Jessica Mortinger presented the 2015-2019 TIP to the MPO for review and approval. The draft was placed online for public comments from September 16th to October 15th. During the Public Comment period, KDOT requested changes to update the project tables based on the recent revision to the 2012-2015 TIP, and Baldwin City requested the addition of their TAP project for the Depot Project. The MPO and KDOT also discussed changes to the administrative revisions policy to make revisions easier to complete. Instead of requiring revisions to have TAC/MPO Policy Board approval before posting, the proposed (TAC approved) language requires the MPO staff to notify the committees at their next scheduled meeting. Ms. Mortinger also noted that a new MPO Self Certification (a document where the MPO confirms that its process is in compliance with federal regulations) is included in the TIP. Mr. Culver asked if there were any questions about the proposed TIP. There were none. A motion to approve the TIP was made by Ms. Smith, seconded by Mr. Denney and passed unanimously.

5. **Action Item: Approval of 2014 Unified Planning Work Program – Amendment #2**
Mr. Girdler presented Amendment #2 to the UPWP. The draft was placed online for public comments from September 26th to October 11th. He noted that this amendment shuffles hours based on expectations of remaining work and work task to be completed. It also eliminates the purchase of bicycle and pedestrian counters during 2014 and shifts that money to cost share a plotter with the planning department and other office expenditures. Mr. Culver asked if there were any questions about the proposed 2014 UPWP Amendment. There were none. A motion was made by Ms. Smith to approve 2014 UPWP Amendment #2. The motion was seconded by Ms. Thellman and passed unanimously.

Mr. Girdler presented the proposed work program to the MPO for review and comments. This draft UPWP has been posted online for public comment beginning on October 15th and will complete its required thirty day comment period on November 13th. This document is scheduled for MPO approval on November 20th. Mr. Denney asked staff if they expected many changes to the current draft before it is placed on the November MPO agenda for action. Mr. Girdler indicated that the MPO staff will consider any comment received from the public and amend the draft as appropriate. Mr. Girdler mentioned that the MPO staff has received a public request from Sustainability Action Network 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 Sustainability Action Network did not meet that same criteria. Therefore, the TAC decided to decline that request. Mr. Girdler indicated that any other TAC or public comments received during the comment period would be addressed before the document is approved. Mr. Culver asked if there were any other questions about the proposed 2015 UPWP. There were none.

7. **Other Business**
Ms. Smith thanked Lawrence Staff for attending the KDOT Local Consult meetings.
Mr. Graves announced that KU’s Jayhawk Boulevard Reconstruction was being recognized as one of nine 2014 Honorees for MARC’s Sustainable Success Stories. The projects will be featured at a breakfast on December 5th at the Kauffman Foundation.

8. Public Comments
Ms. Jenny O’Brien introduced herself as the representative for Carma, formerly of Lawrence OnBoard. Carma Hop is a transportation app where participants can sign up and create a profile. Riders use a sign on the side of the road to catch a ride. The rider logs the ride in the Carma Hop app. For plan ahead trips, the Carma Carpool app allows riders to find rides. Ms. O’Brien indicated that at next Tuesday’s meeting the Lawrence City Commission would be entertaining a temporary change to ridesharing regulations to allow Carma to test its services. Mr. Culver thanked Ms. O’Brien for attending and invited her to return to the MPO to share updates on the project.

9. Adjournment
The MPO Policy Board next meeting will be on November 20, 2014. The meeting was adjourned at 4:30 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: November 13, 2014
Re: MPO Activity Updates

Since the last regularly scheduled MPO meeting held on October 16, 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.

Bicyclist and Pedestrian Counting Program – the counting part of this effort is now complete and the MPO staff has compiled the data for 2014. That data has now been submitted to the National Bicycle and Pedestrian Documentation Project (NBPDP). The wet and cold weather in September did seem to have an effect on the counts this year, and that weather condition factor will be noted on the data tables.

Regional Pedestrian Plan – the MPO staff has received sidewalk conditions data collected by the City of Lawrence and has begun to review that data. The MPO staff is also working with officials in Eudora and Baldwin City who are creating sidewalk conditions data for their areas. Volunteers in those two small cities have helped City staffs with that effort. The MPO staff is assisting City staffs with developing maps for the data collection and with creating a methodology for prioritizing areas of the pedestrian network.

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 MPO staff is now doing some online mapping to provide assistance. On November 5th the KDOT announced the awards from that grant application cycle and the City of Lawrence was awarded a $15,000 grant. The Lawrence-Douglas County Health Department also recently received a large KDHE grant for activities including SRTS items, and the MPO staff is now assisting local officials with coordinating the SRTS efforts funded with the KDOT and KDHE grants.

Regional ITS Architecture – Update of 2008 Version – the MPO staff completed the review of consultant proposals for this project, conducted interviews, completed contract negotiations with the selected consultant, and obtained contract approval and signatures on November 6th. The consultant, Iteris Inc., has begun work on this project. Iteris and its sub-consultant, Vireo, will be visiting with several agencies and committee in the region soon to identify stakeholders for this project and identify their concerns about ITS projects in the region. This project will be completed in May 2015 or sooner.
Hello Mr. Bielser:

As a representative of Sustainability Action Bicycle Advocates, I sometimes attend the TAC meetings. I have some suggestions for your consideration at the 7 October 2014 TAC meeting, as amendments to the 2014 and 2015 Unified Planning Work Programs.

Sustainability Action is a not-for-profit that operates in multiple spheres as advocates for bicycle transportation. We provide information and recommendations to the Bicycle Advisory Committee, the MPO, the Lawrence City Commission, the Lawrence Association of Neighborhoods, the Healthy Built Environment Committee and other related agencies such as the Lawrence Arts Center when they are engaged in issues relating to transportation. Some examples of our community involvement are: we initiated the build-out of the West 9th St. bicycle lanes in July 2009, we were a member of the Complete Streets Task Force in 2012-13, we initiated the extension of the Burroughs Creek Trail to the north by signing on stakeholders and presenting it to the BAC and then to the City Commission on 5 November 2013, we partnered with the Lawrence Arts Center for the Cultural District Task Force proposal of an E. 9th St. complete street corridor in 2013, we submitted several recommendations for the T2040 Plan and the Multi-Modal Bicycle Plan that were included in the plans, we serve on the Healthy Built Environment Committee, we serve on the Safe Routes To Schools initiative for Lawrence, and in 2013 and again in 2014 we initiated the City of Lawrence budget line item for non-motorized transportation that the City Commission will be funding yearly.

Here are our suggestions for Work Program amendments:

Recently, in a number of the above contexts, we raised the suggestion that Lawrence use home rule to designate all residentially classified streets at 20MPH in contrast to the Kansas Statute of 30MPH. This has been well received whenever we bring it up as a key bicycle/pedestrian safety tool.

- We are suggesting to you that the 2015 Unified Planning Work Program include this 20MPH proposal as an amendment. Please consider this, and if favorable, take it to the full MPO.

Also, for both the 2014 and 2015 Unified Planning Work Programs, we are asking that two sections of each Program be amended to include our organization, Sustainability Action Network, as a participant in the Work Programs.

- For 2014 under "2013 UPWP Major Accomplishments", please insert "Sustainability Action Network" as a group the MPO staff worked with to complete T2040 (page 12).
- For 2014 under "2013 UPWP Major Accomplishments", please insert "Sustainability Action Network" as a group the MPO staff engaged in conversations about bicycle and pedestrian planning (page 13).
- For 2015 under "2014 UPWP Major Accomplishments", please insert "Sustainability Action Network" as a group the MPO staff worked with to complete the Multi-Modal Studies (page 4).
For 2015 under "2014 UPWP Major Accomplishments", please insert "Sustainability Action Network" as a group the MPO staff participated in conversations about bicycle and pedestrian planning (page 4).

Thank you for your consideration, and we appreciate your work in these matters.

sincerely,
Michael Almon
http://www.sustainabilityaction.net/bicycle-transportation-funding-lawrence-2015-budget

11-4-14
Hello Michael,

I wanted to get back to you about your earlier comments on our work program. As you can see from the attached Technical Advisory Committee – October Meeting Minutes, we did discuss those items and decided not to include them in the draft UPUP passed by the TAC. However, I will include your comments in the packet sent to the MPO Policy Board for their November 20th meeting so they can see the comments and note our discussion.

I agree with you that there are some roadway segments that are not suited for the state default speed limit of 30mph. I think that the issue of speed limits and roadway characteristics would be a very interesting topic for a future study. It is also likely that the MPO would not be the lead agency in that work since speed limits are more of a local issue. Still, I would be interested to see what the posted speed limits are on all the regionally significant roads classified by the MPO to see if any unexpected speed limits are found. Those roads would be collector and higher and all be expected to have a 30mph or higher speed limit. The ones you are interested in are likely to mostly be local roads. About 63% of all centerline road mileage in our region is classified as local roads, and they come in all types from industrial access roads to local tree-lined residential streets. It might also be difficult to define and label what segments are residential streets. I think this could be a nice graduate project for a planning and engineering student to team up on. Maybe somebody at KU would like to do that.

I appreciate your comments and hope that the MPO staff can come to a Sustainability Action Network meeting in the future.

Thank you,

Todd Girdler AICP-CTP, MPO Senior Transportation Planner -
tgirdler@lawrenceks.org
Lawrence - Douglas County Planning & Development Services |
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TECHNICAL ADVISORY COMMITTEE (TAC)
Minutes for Tuesday, October 7, 2014 Meeting

Voting Members
Allison Smith (KDOT)
Scott McCullough (Lawrence-Douglas County Planning & Development Services)
Robert Nugent (Lawrence Transit Administrator)
Barack Matite (Eudora)
Lynley Sanford (Lecompton)

Non-Voting Members
Charlie Bryan (Lawrence-Douglas County Health Department)

Staff
Todd Girdler (Senior Transportation Planner)
Jessica Mortinger (Transportation Planner)

Item 1: Call to Order
Scott McCullough acting as Temporary Chair called the meeting to order at 1:43 PM. A quorum was present.

Item 2: Welcome and Introductions
Scott McCullough welcomed everyone present to the TAC meeting and introductions were made.

Item 3: Action Item: Approval of Minutes from the July 1, 2014 Regular Meeting and the September 25, 2014 Emergency Meeting
Scott McCullough asked if anyone had any changes to the minutes. There were none. Scott McCullough moved to approve the minutes as written. The motion was seconded by Allison Smith and passed unanimously.

Item 4: Action Item: Approval of 2015-2019 Transportation Improvement Program
Jessica Mortinger presented this new TIP to the TAC for approval. She told the TAC that it is a five-year TIP 2015-2019 that has the first four years fiscally constrained to meet federal regulations and the fifth year is in the document for informational purposes only. She also noted that the Baldwin City Depot project and the revisions passed recently during the September 25th Emergency TAC Meeting were requested additions to the TIP text posted for public comment. Jessica Mortinger noted that the TIP revision language had also been revised based on the request by KDOT to make the revision process more efficient. A motion to approve this 2015-2019 TIP as presented was moved by Robert Nugent, seconded by Allison Smith and passed unanimously.

Item 5: Action Item: Approval of 2014 Unified Planning Work Program – Amendment #2
Todd Girdler informed the TAC members that this amendment included a series of staff time reallocations to various work tasks to better reflect what was used through the first half of the year and what was projected for use in the second half. This amendment also included changes to the equipment purchases to reflect the staff decision to not buy bike-pedestrian counters this year and to buy office equipment, computer equipment and a plotter instead. A motion to approve the 2014 UPWP-Amendment #2 as presented was moved by Robert Nugent, seconded by Allison Smith and passed unanimously.

Item 6: Action Item: Discussion of 2015 Unified Planning Work Program
Todd Girdler presented this draft 2015 UPWP to the TAC for review. He told the TAC that Michael Almon from the Sustainability Action Network had submitted comments asking the MPO staff to list that group specifically in several places in the 2014 and the 2015 UPWP. He noted that the MPO staff did not recommend making that revision because the other groups listed in the UPWP are groups that the MPO staffs and/or attends regularly. The MPO staff has never attended a Sustainability Action Network meeting. The TAC members agreed with staff that this group should not be listed now with other groups that the MPO staff interacts with regularly. Todd Girdler also informed the TAC that Michael Almon requested the MPO to support an idea to have all of the residential streets in Lawrence posted as 20MPH speed limit roadways. Todd Girdler noted that this is a more complex issue that could involve changing the state’s default speed limit rules or posting many...
speed limit signs, and it is an issue better addressed by the City Public Works Department than addressed by the MPO. Allison Smith informed the TAC that the MPO staff working on this would not be eligible to be paid with Consolidated Planning Grant funds. The TAC agreed that some residential street segments may benefit from a low 20 MPH speed limit, but the idea of making that a citywide policy is not an issue that the MPO will be the lead agency on.

Item 7: Quick Updates

a. Lawrence Transit Issues (transit center, etc.)
Bob Nugent told the TAC that the transit center location discussion is still going on with the City and be back before the City Commission in late November.

b. Bicyclist and Pedestrian Count Program
Jessica Mortinger told the TAC that this year the cold and wet weather in September was a factor in the counting process and she will have to compile the data to see if it affected the counts data.

c. League of American Bicyclists – Certified Instructor Course
Jessica Mortinger told the TAC that the Health Department has received a grant to train eight people as safe cycling instructors and will do so with an agreement that those people then work to train cyclists in our region.

d. Regional Pedestrian Plan
Jessica Mortinger told the TAC that the plan is under development now with data collection being the major activity.

e. Sidewalk Inventory for Baldwin City and Eudora
Jessica Mortinger informed the TAC that MPO staff is working with staffs in these cities to collect data about sidewalk conditions.

f. SRTS Plan
Jessica Mortinger told the TAC that the Lawrence Douglas County Health Department kicked off the program by hosting the National Safe Routes Course. She noted that the MPO staff is helping with this effort by getting some online mapping tools prepared and that the MPO staff will work on this project along with USD 497, Health Department and City staff.

g. TA Funding Application
Jessica Mortinger informed the TAC that the Transportation Alternatives-Safe Routes To School grant selections have not yet been made by KDOT. Allison Smith noted that KDOT staff is out looking at sites now and that awards may be announced within the next month. Jessica Mortinger indicated that the Health Department and MPO are committed to a SRTS process. Charlie Bryan mentioned that the KDOT funding will change the extent and ability of the Health Department to adequately address all the engineering components.

h. ITS Architecture Update
Todd Girdler informed the TAC that the contract with Iteris, Inc. for this project is being negotiated now and should be ready for signatures and City Commission approval soon.

Item 8: Other Business
Lynley Sanford asked about the K-10/US-40 interchange project and what a Diverging Diamond Interchange (DDI) was and how it will work. Allison Smith and Todd Girdler briefly explained that this is now going to be a much larger interchange that will cost much more to build than the previous project at that site. Allison told Lynley that KDOT has a video about these interchanges that she will send her to explain how the DDI works.

Item 9: Next Meeting November 4, 2014 or another date set by the TAC
The TAC members are scheduled to meet next on November 4th. The meeting adjourned at 2:07 PM.