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 December 18, 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
      - Bicycle and Pedestrian Safety Planning Work
      - Budget Planning for 2015 and 2016
   
   b. Recent TAC meeting minutes
      - December 2, 2014 and February 3, 2015 Regular Meetings – approved and posted online at http://www.lawrenceks.org/boards/technical-advisory-committee after the TAC approval of minutes and before the MPO meeting

   The MPO staff will ask the MPO Policy Board members to elect a Chairperson and a Vice Chairperson to serve during calendar year 2015.

5. Action Item: Revised Scope for the Regional Pedestrian Plan and Discussion of Ongoing Bicycle-Pedestrian Issues (draft revised scope attached)
   The MPO staff will present a revised project scope for the Regional Pedestrian Plan to the MPO for review and approval. This revised scope reflects recent discussions among MPO staff and discussions between MPO staff and City officials, the Bicycle Advisory Committee, and other groups interested in pedestrian and bicycle transportation. MPO staff will summarize those discussions and ask the Board to discuss bike-pedestrian planning in the region.
6. **Action Item: Acceptance of 2015-2019 Transportation Improvement Program (TIP) – Revision #1** (see draft revision at [www.lawrenceks.org/mpo/tip](http://www.lawrenceks.org/mpo/tip))

   The MPO staff will present this TIP revision to the MPO for review and acceptance. These changes were requested by the project sponsors and presented to and approved by the Technical Advisory Committee (TAC) at their April 7th meeting.

7. **Discussion Item: Changes in the Funding for the MPO and Impacts on the 2016 Unified Planning Work Program and the Lawrence-Douglas County Planning & Development Services (PDS) Department Budget**

   The MPO staff will present information to the MPO about the upcoming 2016 UPWP budget to support the MPO’s work and the changes being made to funding policy for 2016. The MPO staff will discuss various options for providing needed funding levels for 2016 and ask the MPO for guidance on which options they want the staff to pursue.

8. **Discussion Item: Selection of New MPO Members and MPO 101 Training at an Upcoming MPO Meeting**

   The MPO staff will welcome new MPO members if any are selected by this time and discuss the need to have basic training for new members who will be seated on the MPO following local elections on April 7th.

9. **Other Business**

10. **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.

11. **Adjournment**

    Next Meeting: The MPO Policy Board will meet next for its regularly scheduled meeting on May 21, 2015 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](http://www.lawrenceks.org/mpo/title6) or call (785) 832-3150.
Lawrence-Douglas County Metropolitan Planning Organization (MPO)  
Policy Board  

Meeting Minutes - Thursday, December 18, 2014  

Attendance:  

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<thead>
<tr>
<th>Organization</th>
<th>Name</th>
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<tr>
<td><strong>Voting Members</strong></td>
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<tr>
<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><strong>Non-Voting Members</strong></td>
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<tr>
<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><strong>Staff</strong></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><strong>Others</strong></td>
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1. Call Meeting to Order and Introductions  
Mr. Culver called the meeting to order at 4:08 PM.

2. Action Item: Approval of Minutes from the November 20, 2014 MPO Meeting  
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. 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. Denny asked how the ITS final report would be implemented. Mr. Girdler stated that the implementation would be left to local agencies and an updated report would allow projects to be federally funded. He also mentioned that the MPO could incorporate the ITS studies into the Metropolitan Transportation Plan-Transportation 2040. Mr. Denny asked if the City or County would approve the reports. Mr. Girdler indicated that acceptance resolutions could be drafted for both governing bodies.
4. **Action Item: Approval of the 2015-109 Transportation Improvement Program Amendment #1**

Ms. Mortinger presented the amendment for approval noting that it added two projects: a Safe Routes To School planning project and a KLINK connecting link repaving project in 2016 for parts of US-59/Iowa Street to the TIP. Ms. Mortinger also noted that this amendment added the FFY 2014 list of federally obligated projects to the TIP. There were no public comments during the public comment period. Mr. Culver asked if there were any questions or discussion on the TIP amendment. There were none. A motion to approve this TIP amendment as presented was made by Ms. Smith, seconded by Ms. Thellman and passed unanimously.

5. **Other Business**

Ms. Mortinger indicated that there are two Safety work items that are underway for additional planning work in 2015. Currently staff is in negotiations with a KU Student for Independent Study work to draft a Bicycle Safety Plan that addresses the Crash data and safety perceptions in Lawrence. She also indicated that FHWA and KDOT are planning to conduct a "Walking and Bicycling Road Safety Assessment (RSA)" in early 2015. More information is expected about both of these planning work items at future meetings.

6. **Public Comments**

There were none.

7. **Adjournment**

The next regular MPO Policy Board meeting is scheduled for January 15, 2014. Board members and staff discussed the possibility of canceling that meeting, and the Board instructed the staff to inform them if that meeting is needed or not. The December meeting was adjourned at 4:34 PM.
Since the last regularly scheduled MPO meeting held on December 18, 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 the sidewalk condition inventory field work that was coordinated with officials in Eudora and Baldwin City. MPO staff is exploring options to develop a methodology for prioritizing pedestrian improvement projects in Douglas County, and is discussing that with city officials in Eudora, Baldwin City, and Lawrence. The MPO staff has developed a pedestrian survey and put it online and is also taking it out in paper form to bicycling-pedestrian events this spring. That information will be incorporated into the draft Regional Pedestrian Plan now under development.

**Safe Routes To School (SRTS) Plan** – The MPO staff is working with Health Department, Lawrence Public Works, and USD #497 staffs to complete a draft of the SRTS Plan for Lawrence. The MPO staff role in this process is focused on mapping support and consultation with the other staffs about pedestrian system planning and the coordination of the SRTS Plan with the ongoing MPO work on the Regional Pedestrian Plan. The Health Department staff is entering and analyzing the data collected from the student surveys, and the teams are now formed at the local schools.

**Regional ITS Architecture – Update of 2008 Version** – The consultant, Iteris Inc., has continued work on this project. Iteris and its sub-consultant, Vireo, held the second project management team meeting on March 3rd and planned the second Stakeholders Workshop for April 9th with assistance from the MPO staff. The consultant has completed individual interviews of stakeholders and is now starting to draft the reports for this project. MPO staff has edited draft documents, conferred with the consultant on project progress, and processed four invoices for payment to date. Information about this project on the MPO website has been updated to reflect the current status of the project. This project will be completed in May 2015.

**Bicycle and Pedestrian Safety Planning Work** – The MPO staff is continuing to review the available data for bicycle and pedestrian crashes. MPO staff has discussed the need for better bike-pedestrian crash data with KDOT staff. The MPO staff has also been working with a Senior Engineering student at KU, Carlos Patino, who is studying the perception of bicycling safety in Lawrence. A survey for that student project is out now on the MPO website.
Budget Plans for 2015 and 2016 – The MPO staff has discussed the upcoming changes in the funding structure of the MPO operation with Lawrence officials and TAC members. This year is the last year that any sort of soft match funding (toll credits, in-kind services, etc.) will be allowed in the MPO budget. Starting in 2016 the budget will be composed of federal CPG money at 80% and non-federal cash (local cash) for the other 20% of the budget. This will return the MPO to the funding situation it was in for years before 2007. The MPO and KDOT staffs have been discussing this transition to a cash only budget for the last four years. If current estimates of CPG funding are met then the local cash needed by the MPO will change from approximately $30,000 in 2014 to approximately $60,000 for 2016. Next year the MPO will not be able to spend federal funds on anything without the local cash match. If local cash match levels are kept low by local budget constraints then the MPO could build up a large carryover surplus of federal funds. With the MPO scheduled to begin its next MTP update (to replace the T2040 Plan) in 2016, the MPO will need most of its funding in both 2016 and 2017 to complete that required new transportation plan on time.
Revised Regional Pedestrian Plan Scope: TAC approved 2-3-15

- Review existing plans, policies and planning efforts that address walking and/or pedestrian infrastructure in the region and describe how those documents, policies, and processes will be coordinated with and supported by the MPO’s Regional Pedestrian Plan. This includes coordinating the Pedestrian Plan with the other MPO planning documents including: the Countywide Bikeway System Plan, the Fixed Route Transit and Pedestrian Accessibility Study, and the Metropolitan Transportation Plan - Transportation 2040 (T2040).
- Develop a public input plan for the Regional Pedestrian Planning Process to solicit information about the community’s priorities for multimodal transportation infrastructure.
- Evaluate the existing pedestrian facility conditions and identifying gaps in the sidewalk/pathway network on roadways designated collector and above at a minimum.
- Identify a priority walking network of routes that include access to major destinations (including schools) and links to other modes of transportation, including transit service, and park & ride lots.
- Draft new or revised policies, programs, and projects designed to make Douglas County more Pedestrian/Walk Friendly in the 5 E’s (Engineering, Education, Encouragement, Enforcement, and Evaluation).
- Identify a set of action steps for the local governments to continue integrating pedestrian planning into community and transportation planning processes, and to complete identified projects.