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- 1. Call Meeting to Order and Introductions**  
(Bryan Culver – L-DC MPO Chair)
  - 2. Action Item: Approval of Minutes from the April 28 and July 5, 2016 MPO Meeting** (attached)  
(Bryan Culver – L-DC MPO Chair)
  - 3. Discussion Item: Old Business and Correspondence**  
(Jessica Mortinger – MPO Staff)
    - a. Project Updates Memo** (attached)
      - Transit Comprehensive Operations Analysis
      - Bike Share Feasibility
      - Regional Pedestrian Plan
      - Bicycle Friendly Community
      - Bicycle Rideability Map
    - b. Recent TAC meeting minutes**
      - April 5 Regular Meeting and June 23 TIP Amendment special meeting – approved and posted online at [www.lawrenceks.org/boards/technical-advisory-committee](http://www.lawrenceks.org/boards/technical-advisory-committee)
  - 4. Action Item: Review and Approval of the 2016 Coordinated Public Transit-Human Service Transportation Plan (CPT-HSTP)**  
[www.lawrenceks.org/assets/mpo/rtac/CPT-HSTP\\_Draft.pdf](http://www.lawrenceks.org/assets/mpo/rtac/CPT-HSTP_Draft.pdf)  
The MPO staff will present the plan for approval. The plan was out for 30-day public comment period April 4 – May 4. This Plan received TAC recommendation for approval on July 5.
  - 5. Action Item: Review and Approval of UPWP Amendment 1**  
[www.lawrenceks.org/assets/mpo/upwp/2016A1DRAFT.pdf](http://www.lawrenceks.org/assets/mpo/upwp/2016A1DRAFT.pdf)  
The MPO staff will present the draft UPWP Amendment, which is out for 15-day public comment period June 29 – July 14. This Amendment received TAC recommendation for approval on July 5.
  - 6. Discussion Item: Review the FY2017 Transportation Improvement Program (TIP) development process (schedule attached)**  
The MPO staff will present the FY2017 TIP development schedule. Projects shall be submitted to MPO staff by July 22.
  - 7. Other Business**
  - 8. 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.
  - 9. Adjournment**

Next Meeting: The MPO Policy Board will meet next for its regularly scheduled meeting on August 18, 2016 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](http://www.lawrenceks.org/mpo/title6) or call (785) 832-3150.*

**Lawrence-Douglas County Metropolitan Planning Organization  
(MPO) Policy Board Meeting Minutes-Thursday, April 28, 2016**

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**Attendance:**

<b>Organization</b>	<b>Name</b>	<b>Present</b>
<b>Voting Members</b>		
Lawrence City Commission	Matthew Herbert	<b>X</b>
Lawrence City Commission	Stuart Boley	<b>X</b>
Douglas County Commission	Nancy Thellman	<b>X</b>
L-DC Metropolitan Planning Commission	Eric Struckhoff	
L-DC Metropolitan Planning Commission	Bryan Culver (Chair)	<b>X</b>
City of LeCompton	Jimmy Wilkins	<b>X</b>
Kansas Department of Transportation	Cory Davis	<b>X</b>
<b>Non-Voting Members</b>		
Federal Highway Administration	Paul Foundoukis	
Federal Transit Administration	Daniel Nguyen	
University of Kansas	Paul Graves	
City of Eudora	Tim Reazin	
City of Baldwin City	Marilyn Pearse	
<b>Staff</b>		
Lawrence - Douglas County MPO	Jessica Mortinger, AICP	
Lawrence - Douglas County MPO	Ashley Myers	<b>X</b>
City of Lawrence-Douglas County Planning & Development Services Dept.	Scott McCullough, AICP	<b>X</b>
<b>Others</b>		
Kansas Department of Transportation	Allison Smith	<b>X</b>
Lawrence - Douglas County MPO	Adam Weigel	<b>X</b>
Lawrence Public Library	Logan Isaman	<b>X</b>
Lawrence Transit	Bob Nugent	<b>X</b>

**1. Call Meeting to Order and Introductions**

Bryan Culver called the meeting to order at 3:01 pm and introductions were made.

**2. Action Item: Approval of Minutes from the February 18, 2016 MPO Meeting**

Bryan Culver presented the minutes and asked if there was any discussion. There was none. Approval of the minutes was moved by Matthew Herbert, seconded by Cory Davis and passed unanimously (5-0).

**3. Discussion Item: Old Business and Correspondence**

Ashley Myers provided highlights from the project updates memo including the Transit COA study, the Bike Share Feasibility Study, the Coordinated Public Transit & Human Services Transportation Plan, the KDOT Title VI Review, Bike Month activities, and the Bicycle Friendly Application that is due on August 9. Adam Weigel updated the Board on the Regional Pedestrian Plan progress. Bryan Culver asked if there were any comments or questions. There were none.

#### **4. Action Item: Review the Lawrence Transit/KU on Wheels TIGER Grant Application and MPO Support Resolution**

Bob Nugent said Lawrence Transit has been working on a transit center for five years. In October of 2015, the City Commission denied the proposed Stewart Avenue location. The City Commission asked for the transit center to be in the Central district of KU. Recently there was an epiphany that KU has a parking garage already planned for Lot 90. Thus it was decided to do a multi-modal transit center instead of only a transit center or only a parking garage. The proposal includes a transit center with bathroom facilities and bike storage on the first floor with parking in the levels above. The eighth and possible last year of the TIGER grant opportunity was released in February. The grant application is due tomorrow. The City Commission approved the use of \$4 million of City funds in the project if the TIGER grant is awarded. The university will put in \$11 million and the total cost of the project will be \$35.89 million.

Nancy Thellman said she knows a family that lives near Lot 90 who has questions about bus fumes and idling. Mr. Nugent said it shouldn't be a problem as 1/3 of the fleet is hybrid, which means the air particulates are very low. Matthew Herbert said there is a University Place community meeting tonight. Mr. Nugent said yes and there was a public meeting last night. The neighborhood association is trying to get the information out to people. Ms. Thellman asked if the \$4 million of city funds is consistent with the proposal from October of 2015. Mr. Nugent said yes, the City's commitment has been \$4 million since the start of discussing developing a transit center.

Mr. Nugent also said there will need to be a new roundabout at 18<sup>th</sup> and Naismith to accommodate bus traffic. Cory Davis applauded Mr. Nugent and staff for getting the application done so quickly. KDOT provided a letter of support. Mr. Herbert said the City Commission supported the grant application with a 5-0 vote. Approval of the support resolution was moved by Nancy Thellman, seconded by Matthew Herbert and passed unanimously (6-0).

#### **5. Action Item: Review and Approval of the 2015-2019 Transportation Improvement Program Amendment #4**

Ashley Myers explained there were no new projects in the TIP amendment, only small changes to dates and project estimations. Stuart Boley asked about the Sante Fe Depot project. Allison Smith said the final cost was different than it was originally estimated. Approval of the support resolution was moved by Matthew Herbert, seconded by Jimmy Wilkins and passed unanimously (6-0).

#### **6. Action Item: Public Participation Plan (PPP) Update**

Ashley Myers said the public participation plan details how the public can be involved in the four main planning documents the MPO creates – MTP, TIP, UPWP, and PPP. It discusses strategies and the public participation process for MPO documents. TAC recommended approval at their April meeting. Approval of the Public Participation Plan was moved by Jimmy Wilkins, seconded by Nancy Thellman and passed unanimously (6-0).

#### **7. Action Item: Transit COA/Bike Share Study Steering Committees**

Ashley Myers presented the TAC recommended steering committees for the Transit Comprehensive Operations Analysis (COA) and the Bike Share Feasibility Study. She said the Health Department was added as a member to the Bike Share Study by TAC and the addition didn't make it on the sheet which was included in the agenda packet. Thus she provided a handout showing the complete steering committee list. Approval of the Transit COA/Bike Share Study Steering Committees was moved by Matthew Herbert, seconded by Cory Davis and passed unanimously (6-0).

## **8. Other Business**

Ashley Myers mentioned the May MPO Policy Board meeting may be canceled, unless something comes up then the meeting will be held.

Cory Davis said the Lawrence Safe Routes to School Transportation Alternative grant was awarded. The MPO supported the application. Scott McCullough said it was a good project.

## **9. Public Comments**

There were none.

## **10. Adjournment**

The meeting adjourned at 3:24 pm.

Next Meeting: The MPO Policy Board will meet next for its regularly scheduled meeting on May 19, 2016 at 3:00 pm or another date set by the MPO if needed. The meeting will be in the City Commission Room at Lawrence City Hall (6 East 6<sup>th</sup> St.).

DRAFT

**Lawrence-Douglas County Metropolitan Planning Organization (MPO)  
Policy Board Meeting Minutes-Tuesday, July 5, 2016**

**Attendance:**

<b>Organization</b>	<b>Name</b>	<b>Present</b>
<b>Voting Members</b>		
Lawrence City Commission	Matthew Herbert	<b>x</b>
Lawrence City Commission	Stuart Boley	<b>x</b>
Douglas County Commission	Nancy Thellman	<b>x</b>
L-DC Metropolitan Planning Commission	Eric Struckhoff	
L-DC Metropolitan Planning Commission	Bryan Culver (Chair)	<b>x</b>
City of Lecompton	Jimmy Wilkins	<b>x</b>
Kansas Department of Transportation	Cory Davis	<b>x via phone</b>
<b>Non-Voting Members</b>		
Federal Highway Administration	Paul Foundoukis	
Federal Transit Administration	Daniel Nguyen	
University of Kansas	Paul Graves	
City of Eudora	Tim Reazin	
City of Baldwin City	Marilyn Pearse	
<b>Staff</b>		
Lawrence - Douglas County MPO	Jessica Mortinger, AICP	<b>x</b>
Lawrence – Douglas County MPO	Ashley Myers	<b>x</b>
City of Lawrence-Douglas County Planning & Development Services Dept.	Scott McCullough, AICP	<b>x</b>
<b>Others</b>		
Kansas Department of Transportation	Allison Smith	<b>x via phone</b>
Lawrence – Douglas County MPO	Adam Weigel	<b>x</b>
City of Lawrence	Chuck Soules	<b>x</b>
City of Lawrence	David Cronin	<b>x</b>
Brook Creek Neighborhood	Michael Almon	<b>x</b>

**1. Call Meeting to Order and Introductions**

Bryan Culver called the meeting to order at 10:30 am.

**2. Action Item: Review and Approval of the 2015-2019 Transportation Improvement Program Amendment #5**

Bryan Culver asked Jessica Mortinger to present the TIP Amendment #5. She said this amendment was requested outside of the scheduled quarterly amendment cycle because the Transit TIGER grant application needed a TIP number so EPA could begin to review the environmental aspects of the project. The Multimodal Transit Center project only has local funding listed and does not specify a location at this time; it is currently a placeholder project. However, if the TIGER grant is awarded the federal funding and location will be amended into the TIP. As we were amending the TIP, we asked other project sponsors if they any amendments as well. We received several public comments on the projects. They are posted online at [www.lawrenceks.org/mpo/tip/comments](http://www.lawrenceks.org/mpo/tip/comments) and were also passed out to the Board via

email and handouts at the meeting.

She reminded the Board that the TIP implements T2040 (the long range transportation plan). Projects are included in the TIP after a local project selection process. The TIP must have all federal projects and any regionally significant projects in it. Ms. Mortinger noted that all the projects in the TIP were consistent with T2040.

Mr. Culver asked why one project was removed. Ms. Mortinger said the Lawrence SRTS Master Plan project was removed as a result of a public comment which caused project sponsors to realize the project is no longer relevant as the SRTS Master Plan was implemented differently than originally intended.

Mr. Culver asked Michael Almon if he would like to comment on the TIP amendment in addition to the comments submitted. Michael Almon said he was representing the Brook Creek Neighborhood. The neighborhood is opposed to project 229 – 19<sup>th</sup> Street Reconstruction, O'Connell to Harper – and have been vocal against it since 2011. They would like the project to be defunded, not adjusted in years. They don't feel the road is necessary. They believe the extra traffic to the Venture Park should go on the new road that is platted. East 19<sup>th</sup> Street is residential and not a through street. Ms. Mortinger responded to Mr. Almon's comments saying that T2040 identifies that section of 19th Street as a Major Collector on the 2016 MPO-KDOT-FHWA Roadway Functional Classification Map and as a Minor Arterial on the T2040 Major Thoroughfares Map. These maps are developed as part of a long range planning process to identify major corridors for future roadway improvements and its future intended role in the network. MPO staff consulted with the project sponsor – Lawrence Public Works – they recommend no change. Any changes/final design work will be decided by the Lawrence City Commission.

Nancy Thellman asked if the City Commission would discuss a traffic study and who would initiate a traffic study if it was necessary. David Cronin said a traffic study was done for Venture Park and intersection improvements were identified. Traffic generation wasn't high, but the study determined 19<sup>th</sup> street should be used as a second entrance to Venture Park. This was done as a part of the platting process. The 19<sup>th</sup> & Harper intersection didn't warrant a traffic signal. However, Public Works is looking at other solutions to slow down/divert traffic which include a roundabout or other traffic calming devices. The intention is for 19<sup>th</sup> street to be used by residential traffic, not trucks. It is anticipated that Lawrence City Commission will make the final design decisions later this year.

Ms. Thellman asked if the TIGER grant is awarded would it trigger the need for a full corridor study or would the City of Lawrence continue to do each piece independently as projects were identified and funded. Mr. Cronin said a corridor study could be considered but the project wouldn't automatically trigger a corridor study. If the TIGER grant is awarded it would trigger a traffic impact study for that specific site.

Scott McCullough noted that even before the City acquired the Venture Park land the City of Lawrence did a study that showed 19<sup>th</sup> Street connecting as a secondary access. Since 2007 the connection has been anticipated as part of the network. The TIP project aligns with plans. The 19<sup>th</sup> Street It will be more used as an employee route rather than a truck route.

Ms. Mortinger noted that projects included in the TIP that are not yet designed if projects will have opportunity for engagement through Public Works after the Lawrence City Commission directs staff to work on design.

Ms. Mortinger also mentioned that there were two changes as a result of the public comments: Incorporated "Safe Routes to School" and "students" into the Planning Factors which are utilized in conjunction with Engineering Factors to determine if a project is appropriate for inclusion in the TIP.: Removed Project #502 - Lawrence Safe Routes to School Master Plan - from the TIP as the project funding from KDOT was not spent or reimbursed and this project is no longer a valid listing.

Allison Smith asked MPO staff to make sure to include the public comments and MPO responses with the approval letter when the TIP amendment is sent to KDOT. Ms. Mortinger indicated MPO staff would project documentation to KDOT and post comments and responses online.

Approval of the 2015-2019 Transportation Improvement Program Amendment #5 with the changes Ms. Mortinger mentioned was moved by Nancy Thellman, seconded by Jimmy Wilkins and passed unanimously (6-0).

### **3. Other Business**

There was none.

### **4. Public Comments**

There were none.

### **5. Adjournment**

The meeting adjourned at 10:49 am.

Next Meeting: The MPO Policy Board will meet next for its regularly scheduled meeting on July 21, 2016 at 3:00pm in the City Commission Room at Lawrence City Hall (6 East 6<sup>th</sup> St) or another date set by the MPO if needed.



## Memorandum

**TO:** L-DC MPO Members  
**FROM:** Jessica Mortinger, Senior Transportation Planner  
Ashley Myers, Transportation Planner  
**CC:** Scott McCullough, Director of Planning & Development Services  
**Date:** July 14, 2016  
**Re:** MPO Activity Updates

The following list is a summary of selected projects and a brief description of recent MPO staff work since the last MPO meeting held on April 28, 2016

**Transit COA** – Consultants were in Lawrence in May to conduct outreach and stakeholder meetings. They developed the existing conditions and market analysis and are now working on route profiles. A survey is underway - [www.lawrencetransitstudy.com/survey](http://www.lawrencetransitstudy.com/survey).

**Bike Share Feasibility** – Consultants were in Lawrence in June to conduct outreach and stakeholder meetings. Steering committee members visited the Kansas City and Topeka bike share systems. The consultants are now working on the technical side of the feasibility study. A survey is underway - [www.lawrenceks.org/mpo/bikeshare](http://www.lawrenceks.org/mpo/bikeshare).

**Regional Pedestrian Plan** – Public input was collected via city specific (Eudora, Baldwin City, Lecompton) surveys to expand the input received on the first round of survey work. Draft chapters were provided to the steering committee for comments on the draft plan. Draft chapters can be viewed online at: [www.lawrenceks.org/mpo/PedPlan](http://www.lawrenceks.org/mpo/PedPlan). Revisions to the draft are being made based on the steering committee's comments. The plan is scheduled to for a 30 day public comment in August with final approval expected in the fall.

**Bicycle Friendly Community** – The Lawrence-Douglas County Bicycle Advisory Committee is developing the Bicycle Friendly Community renewal application, which is due on August 9. The City of Lawrence currently is a bronze level bicycle friendly community. MPO staff provided technical expertise and data from MPO maintained shapefiles.

**Bicycle Rideability Map** – This map is updated every few years to reflect new additions to the bikeway network and changing bicycling environments. Sponsorship will be sought to print the map.

## 2017-2020 TIP Update Timeline

Task	Date	July	August	September	October	November
Discuss TIP Development with TAC and MPO Policy Board	TAC - 7/5/16 MPO - 7/21/16					
TIP Project Submission Deadline to MPO Staff	7/22/16					
Send draft to KDOT, FHWA, and FTA for review	8/1/16 - 8/8/16					
Incorporate KDOT, FHWA, and FTA comments	8/8/16 - 8/16/16					
Draft for 30 day public comment period*	8/17/16 - 9/16/16					
Send draft plan to TAC/Policy Board for Review as a part of the public comment period	8/17/16 - 9/16/16					
Incorporate public comments and other KDOT, FHWA, and FTA comments	9/16/16 - 9/20/16					
Send revised draft back to KDOT, FHWA, and FTA	9/20/16 - 9/23/16					
TAC/MPO Policy Board consideration of incorporating public comments into final TIP	TAC - 10/4/16 MPO - 10/20/16					
Pending Policy Board approval post online and send to KDOT, FHWA, and FTA	10/20/16					
Inclusion in Kansas STIP	November					

\* Public participation process includes: Newspaper advertisement, email to subscription list, place document online and at public locations - Baldwin City Public Library, Eudora Public Library, Lawrence Public Library, Lecompton City Hall, and MPO Office.