REQUESTED ATTENDEES:
Voting Members
1. Robert Nugent (Lawrence Transit Administrator)
2. Carrie Lindsey (Lawrence Housing Authority)
3. Danny Kaiser (KU on Wheels Administrator)
4. LaNeece Jardon (Independence Inc.)
5. Heather Thies (Cottonwood Inc.)
6. Tina Roberts (Douglas County Senior Services)
7. Tracy Kihm (Bert Nash Community Mental Health Center)
8. (Douglas County Private sector provider)
9. Debbie Walker (Pioneer Ridge Assisted Living)

Non-Voting Members
1. Scott Lein (CTD #1 Program Consultant - KDOT)
2. Jeremiah Shuler (Federal Transit Administration - Region 7 Office)
3. Douglas County Private Transit Providers, or Assisted Living Center Transit Providers not presently represented on the RTAC by a voting member
4. Shawn Strate (Johnson County Transit)

Staff
1. Todd Girdler (Senior Transportation Planner)
2. Jessica Mortinger (Transportation Planner)

AGENDA

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

2. **Action Item: Approval of Minutes from the March 5th, 2014 Meeting** (draft attached)

3. **Discussion/Action Item: Regional Pedestrian Plan** MPO staff will present the future work planned with the Regional Pedestrian Plan and RTAC members entertain an appointment to represent them on the steering committee.

4. **Discussion/Action Item: Provider Updates** Providers will be asked to share any updates/changes to their service/programs at this time.

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. **Next Meeting: future date set by the RTAC**
**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/mpo/title6](http://www.lawrenceks.org/mpo/title6) or call (785)832-3150.
REGIONAL TRANSIT ADVISORY COMMITTEE (RTAC)
Minutes for Wednesday March 5th, 2014 Meeting

VOTING MEMBERS PRESENT:
Robert Nugent (Lawrence Transit Administrator)
Carrie Lindsey (Lawrence-Douglas County Housing Authority)
Heather Thies (Cottonwood Inc.)
Tina Roberts (Douglas County Senior Services)
Danny Kaiser (University of Kansas)

NON-VOTING MEMBERS PRESENT:
None

STAFF PRESENT:
Todd Girdler (L-DC MPO Senior Transportation Planner)
Jessica Mortinger (L-DC MPO Transportation Planner)

OTHER:
Terry Berner, Douglas County Senior Services-Transportation Coordinator

1. Call to Order and Introductions – Carrie Lindsey called the meeting to order at 1:36 PM, a quorum was present and introductions were made.

2. Action Item: Approval of Minutes from the December 4, 2013 Meeting
Carrie Lindsey asked if anyone had any changes to the minutes, no changes were requested. Heather Thies made a motion to approve the minutes, seconded by Bob Nugent, the motion passed unanimously.

3. Discussion/Action Item: CTD meeting requirement
Carrie verified that all the providers had received the response letter from KDOT. The letter from KDOT reiterated that continued attendance at CTD #1 would be required. Bob Nugent also reminded members that KDOT has some changes occurring and that urban providers in the state have plans at this point to participate in the discussion. Members observed that it seems KDOT is defining these regions for administrative management rather than based on the actual urban trips that drive regional service. Providers indicated they were planning to participate as much as possible. Carrie Lindsey indicated that Lawrence could host a regional meeting if requested. Robert Nugent informed the RTAC that the rural and urban providers use different ride matching software and that is one of several technical and operational details that need to be discussed as we move from a CTD to a regional organization with larger areas.

4. Discussion Item: Multimodal Studies Update
Jessica Mortinger informed the RTAC that the final reports for the Multimodal Studies were posted online. The next step is to have the MPO Policy Board approve it and then to put it out to the local governments for their approval. The local governments can simply accept the project as complete; approve its recommendations, and/or direct staff to incorporate those recommendations into local planning documents. The form that the local government approval takes is up to each local governing body. Bob Nugent said that the timing for these recommendations is good for multimodal coordination and planning in Lawrence and Douglas County.
5. Discussion Item: Transit Center Location Analysis Study Update
Bob Nugent briefly summarized the history of this transit hub study and recent City Commission and KU actions to get us to this point where two locations are still being considered seriously for the new hub. He then informed the RTAC that they held a land use meeting at the 21st/Iowa/Stewart location proposed by KU. There are no longer plans to host a public meeting for the 9th/Iowa/Centennial location because the property is owned privately and the City does not have permission. Both the 21st/Iowa and 9th/Iowa vicinity sites were being studied with traffic studies completed and possible traffic mitigation measures being discussed.

6. Discussion Item: Coordinated Transportation and Emergency Response
Bob Nugent thanked providers for submitting their information to the spreadsheet put together by the MPO staff. He is continuing to participate in the process to communicate and share resources. Heather Thies mentioned that the prepared together meeting was scheduled for March 6th at 11:30 at the Lawrence - Douglas County Health Department for anyone who was interested to attend.

7. Discussion Item: Bus Roadeo
Bob Nugent shared the plans for the Annual MV Transportation Bus Roadeo and asked providers if their drivers would like to participate. He mentioned that in the future this event should expand and offer a statewide competition to send state representation to the National Bus Roadeo event. Other providers present asked how they could participate, and Mr. Kaiser indicated that they would be looking for volunteers to help judge the event.

8. Discussion Item: Provider Updates
Providers noted that they had received their award notifications from KDOT. Ms. Mortinger asked members to forward those award letters and budgets to her for inclusion in the next TIP amendment as appropriate.

Danny Kaiser announced that KU on Wheels and Lawrence Transit had signed their new service contract with MV Transportation. The contract is for 5 years.

Providers asked Mr. Nugent and Mr. Kaiser if the optional service agreement for vehicle maintenance was in effect. Both indicated it was and that requests for assistance needed to be made via email to Mr. Nugent and Mr. Kaiser. Providers thanked the fixed route providers for providing this valuable service. Carrie Lindsey indicated that this example of coordination was a great success for RTAC and should be noted as such.

Heather Thies indicated that their train the trainer activity was approved by KDOT to get the updated training.

Providers discussed attending and carpooling for the regional 5310 meeting hosted by KDOT in the coming months. More details are yet to be announced by KDOT.

9. Other Business – There was none.

10. Public Comments - No public comments.

11. Next Meeting - The next meeting will be scheduled and held within the next few months. The MPO staff will poll members for the best available time to meet. The meeting was adjourned at 2:29 PM.
Subject: MPO Pedestrian Plan

The Lawrence Douglas County MPO will soon be kicking off a regional pedestrian planning process to explore sidewalk and pedestrian mobility issues in Lawrence, Eudora, Baldwin City and Lecompton. The MPO has drafted a committee to oversee the work of the study. Below is a description of each study part and attached is the list of steering committee participants. Please let the MPO staff know if you or someone from your organization can serve on the pedestrian planning committee by June 13th by replying to this email with the appointed representative’s name and contact information.

History & Existing Conditions-
Over the last five to ten years the MPO staff and other local officials have sporadically worked on a sidewalk inventory and other pedestrian facilities planning in the region to identify gaps in the pedestrian network. Work on pedestrian system planning has been spotty with infrastructure needs and conditions mostly being studied as part of larger corridor or project plans. A holistic system wide plan for pedestrian mobility around the region has not been successfully completed yet.

Several pedestrian issues have since been discussed recently as part of the growing Complete Streets discussions in and around Lawrence (leading to the 2012 adoption of the Lawrence Complete Streets Policy\(^1\)) and as part of the MPO’s Multimodal Studies Project\(^2\) approved in early 2014. Active transport has become a discussion topic both locally in the Lawrence Area and on the national level as the relationships between public health and transportation choices are talked about more often. A complete assessment of the pedestrian/sidewalk environment in Douglas County still needs to be done, and with such sidewalk related discussion going on now it looks like 2014 will be a good year to complete a Regional Pedestrian Plan.

Plan Scoping & Project Boundaries - The creation of a coordinated Regional Pedestrian Plan includes strategies for making pedestrian facility investments and for confirming the importance

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\(^1\) [http://www.lawrenceks.org/mpo/complete_streets](http://www.lawrenceks.org/mpo/complete_streets)
\(^2\) [http://www.lawrenceks.org/mpo/study](http://www.lawrenceks.org/mpo/study)
of the walking environment in the multimodal transportation system. The Steering Committee will guide the staff’s efforts which are planned to include:

- Work to update and/or create a countywide inventory of sidewalks and sidewalk conditions and map that information.
- Work to develop an online interactive mapping tool for public input about multimodal transportation infrastructure conditions and planning issues.
- Work to coordinate pedestrian planning efforts with the Countywide Bicycle System Plan, the Fixed Route Transit and Pedestrian Accessibility Study, and the Metropolitan Transportation Plan Transportation 2040\(^3\) (T2040).

The Regional Pedestrian Plan will identify a pedestrian network and recommendations for roadways designated as collector and above on the MPO-KDOT-FHWA Roadway Functional Classification Map\(^4\).

There are some basic expectations of things that the plan should address including:

- Identification of best practices for pedestrian facility construction and maintenance and their possible use in Douglas County.
- Evaluation of the existing pedestrian facility conditions and identifying gaps in the sidewalk/pathway network on roadways designated collector and above at a minimum.
- Identification of potential walking routes that include access to major destinations and links to other modes of transportation, including bus service, and park & ride lots.
- Drafting of 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).
- Developing an implementation plan, including funding sources and partnerships.
- Identifying 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.

This effort to create a regional scale of system planning for the pedestrian infrastructure along all regionally significant roadways (i.e. collector and higher class roads) within Douglas County will be an open process that welcomes public input and adheres to the MPO’s Public Participation Plan\(^5\).

\(^3\) [http://www.lawrenceks.org/mpo/t2040](http://www.lawrenceks.org/mpo/t2040)