TECHNICAL ADVISORY COMMITTEE (TAC)
Minutes for Tuesday, October 6, 2015 Meeting

Voting Members
Allison Smith (KDOT)
Robert Nugent (Lawrence Transit Administrator – TAC Vice-Chair)
Danny Kaiser (KU on Wheels Administrator)
Scott McCullough (Lawrence-Douglas County Planning & Development)
Barack Matite (City of Eudora)
Chad Voigt (Alternate for Keith Browning -Douglas County Public Works Director)
Scott McCullough (Lawrence-Douglas County Planning & Development)
Chuck Soules (Lawrence Public Works Director)

Non-Voting Members
Paul Foundoukis (Federal Highway Administration)

Others
Bill Hughes (KDOT Planning)
Alan Spicer (KDOT Planning)

Staff
Jessica Mortinger (Senior Transportation Planner)

Item 1: Call to Order
Scott McCullough called the meeting to order at 1:33 PM. A quorum was present.

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

Item 3: Action Item: Approval of Minutes from the August 4, 2015 Regular Meeting
Scott McCullough asked if anyone had any changes to the minutes. There were none. Chuck Soules moved to approve the minutes as written. The motion was seconded by Allison Smith and passed unanimously.

Item 4: Action Item: Review and Approval of the 2015 UPWP Amendment #2
Jessica Mortinger presented the amendment which contains several budget changes including: reduction in hours to reflect changes in staffing, the reallocation of staff hours based on the 1st & 2nd quarter staff time used by task, adding additional training/equipment costs and postponing an MTP amendment since the MTP update will begin in 2016. These changes have occurred since the UPWP Amendment #1 was approved. This amendment was posted online for a 15-day public comment period on September 29th. This amendment is seeking TAC approval to be presented to the MPO for approval on October 15th. Chuck Soules asked if there would be carryover and what it would be spent on in future years. Scott McCullough indicated that there would be approximately $43,000 in carryover from 2015. Plans in future years call for additional funding to be spent on a modeling contract for updates for the MTP. Scott McCullough asked if there were any additional questions or discussion about this proposed amendment. There were none. A motion was made by Allison Smith and seconded by Danny Kaiser to approve the UPWP Amendment #2. The motion was passed unanimously.

Item 5: Discussion Item: MPO-KDOT-FHWA Roadway Functional Classification Map for Lawrence-Douglas County
Jessica Mortinger invited Alan Spicer and Bill Hughes to share their Guidance on Additional Federal Requirements for Non-State System Roads. Alan noted that as MAP-21 regulations roll out, the principal arterials on the functional classification map will become part of the National Highway System (NHS). The 2012 update to the map left a high percentage of
Lawrence non-state roads classified as principal arterial. Roads on the NHS are subject to meeting federal regulations during design and construction, which increases the costs for projects. Roads classified as minor collector and higher are eligible for federal funding; this does not change under MAP-21. Paul Foundoukis let TAC members know that downgrading the non-state principal arterials would maintain the integrity of NHS and that functional classifications have less to do with authorizations than they did historically. Allison Smith mentioned that recently, other MPOs in the state have been reclassifying and downgrading their principal arterials. Jessica Mortinger noted that the MPO maintains a separate Major Thoroughfares map that is tied to local land use development, so any changes to the FHWA/KDOT Functional Classification map would not change how roadways are planned for and developed. TAC members discussed the pros and cons of reclassifying the non-state principal arterials to minor arterials and agreed to work with the MPO on a proposal to downgrade the non-state principal arterials to minor arterials and make any other changes necessary to present to KDOT later this year.

**Item 6: Discussion Item: Definition of Regionally Significant**

Jessica Mortinger asked TAC members to revisit the MPO’s definition of regionally significant. The TAC had previously discussed removing the multipage definition of regionally significant posted online and used in Douglas County. Project sponsors thought the definition left them very little discretion to decide what is regionally significant in the region. Allison Smith had expressed concern over the lack of clarity without a definition for what projects should be included. She referenced the MARC project definition that is used for their TIP and MTP. Jessica Mortinger noted that the other smaller/non-Transportation Management Area MPO’s didn’t specifically define regional significance, instead used project sponsor and MPO staff discretion when deciding what additional, non-required projects should be included in the TIP. If there was disagreement between the MPO staff and project sponsor about a project’s regional significance, then a discussion was held at TAC. Allison Smith indicated she was concerned this would add time to the process. Paul Foundoukis asked Ms. Smith how many project change forms (883’s) that she received for Douglas County in a month. Allison indicated that it varies but, averages about 3; however, some are not related to project changes that require TIP amendments. Paul Foundoukis asked if there was a local definition of what was included in the project list in the MTP. Allison Smith indicated that a definition for regionally significant would benefit the MTP development because she felt that projects included in T2040 exceeded those that would be considered regionally significant. Scott McCullough indicated he thought that the MPO would be better served with less restrictive definitions of regional significance. Jessica Mortinger indicated that the MTP update process in 2016 could engage in this discussion in a coordinated way and that it might be too preemptive to set a definition for the TIP that excluded considerations for the MTP. TAC agreed to remove the definition of regionally significant in the next TIP amendment and to discuss projects that should be included in the TIP if needed at TAC meetings.

**Item 7: Quick Updates**

a. **2016 UPWP** Jessica Mortinger informed the TAC that the 2016 UPWP will be on the November TAC agenda for approval.

b. **TA Letters of Support** – Jessica Mortinger let TAC members know that local project sponsors were seeking letters of support for their TA projects at the October/November MPO Policy Board Meetings.

c. **Competitive CPG Awarded (2016)** – Transit Comprehensive Operations Analysis & Bike Share Feasibility Study – Jessica Mortinger let TAC know that the MPO was awarded the competitive planning grant funding they applied for. The work is planned and included in the 2016 UPWP.

d. **Safe Routes to School Planning** – MPO staff is participating in the ongoing SRTS planning process. Walk to School Day was October 7th. Thirteen schools in Lawrence
Participated and two Lawrence City Commissioners, Stuart Boley and Leslie Soden, walked with Students at a Tier 1 school: Liberty Memorial Central Middle School.
e. Bike/Ped Counts – Jessica Mortinger indicated the MPO staff coordinated 34 volunteers to count 20 locations as part of the 7th annual bicycle & pedestrian counting efforts. A count summary is being compiled.

**Item 7: Other Business**
Allison Smith noted that National Ambient Air Quality Standards (NAAQS) for ground-level ozone standards were set at .70 parts per billion. Currently based on the three year averages in Kansas, Leavenworth, Sumner and Sedgwick are in violation. KDHE has until October 1, 2016 to respond to the violation process. Currently Leavenworth County is considered a proxy for Douglas County since there is not a monitor located in Douglas County. The three year average evolves as additional years of data are collected in the process. Currently the 2012-2014 data lists three KS counties in violation; however, the 2013-2015 data has no KS counties in violation. KDOT and the MPOs will continue to monitor the situation.

**Item 8: Next Meeting-November 3, 2015 or another date set by the TAC**
The meeting adjourned at 1:55 PM.