TECHNICAL ADVISORY COMMITTEE - AGENDA

1. Call Meeting to Order, Welcome and Introductions

2. Action Item: Approval of Minutes from the April 5, 2016 and June 23, 2016 Meetings (attached)

   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 is pending MPO approval on July 21.

   The MPO staff will present the draft UPWP Amendment, which is out for 15-day public comment period June 29 – July 14. The UPWP Amendment is pending MPO approval on July 21.

5. 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.

6. Quick Updates
   a. Transit COA
   b. Bike Share Feasibility Study
   c. 2017 UPWP
   d. Bicycle Rideability Map Update
   e. Eudora SRTS

7. Other Business

8. Next Meeting: August 2, 2016 or another date set by the TAC

**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/titlevi](http://www.lawrenceks.org/mpo/titlevi) or call (785) 832-3150.
TECHNICAL ADVISORY COMMITTEE (TAC)
Minutes for Tuesday, April 5, 2016 Meeting

Voting Members
Allison Smith (KDOT)
Robert Nugent (Lawrence Transit Administrator)
Danny Kaiser (KU on Wheels Administrator)
Scott McCullough (Lawrence-Douglas County Planning & Development)
Bill Winegar (City of Baldwin City)
Keith Browning (Douglas County Public Works Director)
Chuck Soules (Lawrence Public Works Director- Chair)

Non-Voting Members
Paul Foundoukis (Federal Highway Administration)
Daniel Nguyen (Federal Transit Administration)

Others
None

Staff
Jessica Mortinger (Senior Transportation Planner)
Adam Weigel (Transportation Planning Intern)

1. Call to Order and Welcome
Chuck Soules called the meeting to order at 1:30 PM. A quorum was present.

2. Action Item: Approval of Minutes from the February 2, 2016 Regular Meeting
Chuck Soules 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 Danny Kaiser and passed unanimously (5-0).

Keith Browning and Bob Nugent arrived.

3. Action Item: Review and Approval of the 2015-2019 Transportation Improvement Program Amendment #4
Jessica Mortinger stated that there are no new projects, only changes to cost estimates and dates of existing projects in the TIP. Chuck Soules asked about the date for the Santa Fe Depot restoration. Jessica Mortinger indicated said it was still slated for FFY 2016. Paul Foundoukis asked why the SLT/K-10 was listed as 2 separate projects. Jessica Mortinger clarified that SLT legs North and South of 6th St./Hwy 40 are two distinct design and implementation projects, more detail about the separation is included in the project tables. A motion was made by Danny Kaiser to approve the amendment, and the motion was seconded by Scott McCullough. The motion passed unanimously (7-0)

4. Action Item: Review and Approval of the 2016 Public Participation Plan (PPP)
Jessica Mortinger presented the Public Participation Plan, along with public comments the MPO has received as part of the public comment period. One commenter, Frank Male would like expanded commitments from KDOT in their public engagement process. Chuck Soules asked if KDOT has an email list people can sign up for to be notified of anything going on in the county. Allison Smith said that for project specific information people could sign up to be notified however for regions of the state that wasn't possible. Allison noted that KDOT notified property owners within 500 feet of K-10 between Clinton Parkway and US-59. Allison Smith noted that they also reached out to a list of stakeholders and would provide the list to the MPO so it could be shared with the MPO. Jessica Mortinger and Scott McCullough agreed that would be helpful. Scott McCullough asked how the MPO would engage the public with a specific project like this corridor study. Jessica Mortinger indicated
that the MPO’s MTP would engage the whole community around the plan and specific areas would notify stakeholders in the same way. She also noted that in specific area studies, like those conducted by KDOT, when the City is involved they can, like they did in the K-10 widening study request that mailings be made and provide addresses to KDOT.

Daniel Nguyen indicated this is consistent with how the MPO should engage and advertise the process in the community. Paul Foundoukis stated that as amendments are made to existing plans, the best way for people to engage is to attend TAC meetings or MPO meetings where those amendments are being discussed or before decisions are being made as part of the public process. Specific property notification should not happen each time there is a proposed amendment to an existing plan. Instead the public should engage in the process by attending existing meetings. Keith Browning added that it is difficult to get people interested in engaging when plans are being created for 10 years down the road. Often, the public begins to engage when implementation is beginning. Allison Smith said that details are being finalized on having a public forum sometime in May to discuss Kasold access to the SLT. Details would be shared with the City of Lawrence so they could advertise the meeting. Chuck Soules agreed this was the plan. Allison Smith noted that the KDOT PPP has a toolbox of

Jessica Mortinger noted that the public comment period on the plan ends April 9th. Allison Smith asked if any additional comments were received they would be brought back to TAC. Jessica Mortinger indicated that any comments that were appropriate for the TAC to reconsider their decision would be brought back. She also noted that the new online Tell Us public engagement portal for the MPO will provide better transparency and opportunity for engagement, where the public and TAC members can view the comments received during the process. Chuck Soules asked if members wanted to send the plan as written to the MPO Policy Board for consideration. A motion was made by Bill Winegar to approve the PPP and was seconded by Allison. The motion passed unanimously (7-0)

5. Action Item: Create the Bike Share Feasibility and Transit COA Study Steering Committees

Jessica Mortinger asked TAC members to review the draft steering committees for the studies. Chuck Soules asked why there are no citizens on proposed steering committees, just staff. Jessica Mortinger responded that inviting citizens onto these committees could lead to unnecessarily large groups and that both studies have extensive public engagement. The MPO precedent is to recognize formal committees in the steering committee process. Scott McCullough suggested that the Health Department have representation on the Bike Share steering committee; TAC members agreed that was a good idea. Paul clarified that the bike share study will not include on-street facilities, just capital like technology, bike racks, bikes, etc. Danny thought there might be a better representative at KU than KU Parking & Transit, perhaps KU Recreation Services? Jessica indicated she will reserve a spot for KU but talk more with Danny about who would be the best representative group. Scott McCullough asked who is typically the operator/champion of bike share systems in other locations. Allison Smith said that it can be a number of different organizations: non-profits, transit organizations, municipalities, etc. Bob Nugent asked if Lawrence Transit needed to be included on the Bike Share Feasibility steering committee. Jessica Mortinger responded that bike shares often improves people’s access to transit, so Bob’s expertise would be important on the committee. Chuck Soules asked about who would fund the implementation of a bike share program. Jessica Mortinger noted that identifying a champion/operator and funding would be fundamental to implementation of a bike share in Lawrence. Scott McCullough made a motion to approve the proposed steering committees with the addition of the Health Department to the Bike Share Feasibility committee and the revision of a KU
representative TBD instead of listing KU Transit on the Bike Share Feasibility committee. The motion was seconded by Allison. The motion passed unanimously (7-0).

6. Quick Updates
a. **Regional Pedestrian Plan** - Adam Weigel gave a presentation on the Regional Pedestrian Plan to Baldwin City’s City Council last night, and more revision and public engagement of the plan is expected over the next few months on all the cities plans.

b. **Competitive CPG Studies- Transit COA, Bike Share Feasibility** – Contracts have been signed on the Competitive CPG Studies (Transit COA and Bike Share Feasibility), and kickoffs to each study are being readied.

c. **Coordinated Public Transit & Human Services Transportation Plan** - An updated draft of the Coordinated Public Transit & Human Services Transportation Plan is out for public comment, and it will be on the June TAC agenda for consideration.

7. Other Business
Allison Smith noted that Jessica Upchurch is leaving her position at KDOT at the end of this school year to take a position in Denver; Nelda Buckley is expected to take over for Jessica Upchurch. Allison also noted that Josh Powers had left KDOT and Mike Spadafore was taking over his position as Public Transit Manager.

Daniel Nguyen indicated that FTA/FHWA are planning a planning review of the MPO later in the year.

Allison Smith said that KDOT completed a Title VI review with no major findings, just a few updates.

**Next Meeting-May 3, 2016 or another date set by the TAC**
There are no items currently scheduled for May and the meeting may be canceled unless members have anything to discuss. The meeting adjourned at 2:07 PM.
1. Call to Order and Welcome
David Cronin called the meeting to order at 10:01 AM. A quorum was present and introductions were made.

2. Action Item: Review and Approval of the 2015-2019 Transportation Improvement Program Amendment #5
David Cronin asked Jessica Mortinger to explain the TIP amendment. Ms. Mortinger said the Lawrence Transit Multi-Modal Transit Center project needed to be included in the TIP in order for EPA to give a categorical exemption. This project was submitted for TIGER grant funding. A July TIP amendment was already scheduled to occur, so MPO staff decided to do the July TIP amendment in June instead. She asked Ashley Myers to explain the amendment. Ms. Myers stated several new projects are being amended into the TIP based on funding awards include the Eudora south trail project and the Lawrence Safe Routes to School project. Other projects had phases shifted from FY2015/2016 to later years.

Keith Browning asked about the two toll credit projects MPO # 200 and 244? Allison Smith said it had to do with changing local match. The toll credits through Federal Highways allow the State to spend Federal funding at a higher rate and thus lowering the State funding in the project. He also asked to have ‘Lawrence’ added to the project name of the Safe Routes to School TA project and to have the two schools receiving sidewalk listed in the description.

Leslie Herring asked about the letting day for the Eudora South Trail. It is supposed to be let in July 2017, is it in the correct fiscal year in the TIP? Ms. Mortinger said yes it is in the correct year and Allison Smith at KDOT checked the project listing and said it looked accurate. Ms. Smith said Leslie will need to work with her KDOT engineer to move the project forward.

Ms. Mortinger then went over the eleven comments that were submitted by Michael Kelly. Mr. Browning said it seems like he wants more information. Daniel Nguyen and Ms. Smith said having a list of completed construction projects and projects experiencing delay is
appropriate for new TIPs and to be incorporated once a year, not at the quarterly amendments.

The TAC reviewed Mr. Kelly’s comments and noted that they should be provided to the local project sponsor. For example it was noted that Mr. Kelly requested each project state their Safe Routes to School (SRTS) implications. It was decided the TIP wasn’t the appropriate place to list this; instead he needs to have discussions with the local government sponsoring each project.

Ms. Smith said many of the questions that were submitted by Mr. Kelly are too deep for the TIP purpose. Ms. Mortinger said she spoke with him yesterday to try and address his concerns, and let him know that the MPO would forward any local concerns to the project sponsors.

Charlie Bryan said the Douglas County Community Health Impact Project (CHIP) dissolved as of this month, so it does not need to be listed a project sponsor option in the TIP. Staff noted it will be removed.

Bob Nugent moved to recommend approval of the TIP Amendment as written to the MPO Policy Board. The motion was seconded by Keith Browning and passed unanimously (7-0).

3. Other Business

4. Next Meeting July 5, 2016 or another date set by the TAC
The meeting adjourned at 10:20 am.
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<th>Task</th>
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<th>July</th>
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<th>November</th>
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<tbody>
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<td>Discuss TIP Development with TAC and MPO Policy Board</td>
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<td>TIP Project Submission Deadline to MPO Staff</td>
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<td>Send draft to KDOT, FHWA, and FTA for review</td>
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<td>Incorporate KDOT, FHWA, and FTA comments</td>
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<td>Draft for 30 day public comment period*</td>
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<td>Send draft plan to TAC/Policy Board for Review as a part of the public comment period</td>
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<td>Incorporate public comments and other KDOT, FHWA, and FTA comments</td>
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<td>Send revised draft back to KDOT, FHWA, and FTA</td>
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<td>TAC/MPO Policy Board consideration of incorporating public comments into final TIP</td>
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<td>Pending Policy Board approval post online and send to KDOT, FHWA, and FTA</td>
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<td>Inclusion in Kansas STIP</td>
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* 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.