TECHNICAL ADVISORY COMMITTEE - AGENDA

1. Call Meeting to Order, Welcome and Introductions

2. Action Item: Approval of Minutes from the November 8, 2016 Meetings (attached)

3. Action Item: Review and Approve the Lawrence Bicycle Parking and Amenities Policy Review with Citywide and Downtown Recommendations
   https://assets.lawrenceks.org/assets/mpo/bicycle/BikeParkInvRecommendations-2016.pdf
   The MPO staff will present the Lawrence-Douglas County BAC approved Lawrence Bicycle Parking and Amenities Policy Review with Citywide and Downtown Recommendations report.

4. Discussion Item: Discuss 2017 Unified Planning Work Program Amendment 1
   The MPO staff will present possible uses for the additional CPG funding that is available to the MPO.

5. Discussion Item: TAC Bylaws
   https://assets.lawrenceks.org/assets/mpo/TAC/Bylaws.pdf
   The MPO staff will discuss the TAC bylaws as they currently include the expired Lawrence-Douglas County Bicycle Advisory Committee as a non-voting member.

6. Quick Updates
   a. Transit COA
   b. Bike Share Feasibility Study
   c. Functional Classification
   d. 2017 TIP Update Schedule – projects due by January 6
   e. T2040 Update

7. Other Business

8. Next Meeting: February 7, 2017 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.

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TECHNICAL ADVISORY COMMITTEE (TAC)
Minutes for Tuesday, November 8, 2016 Meeting

Voting Members
Allison Smith (KDOT)
Keith Browning (Douglas County Public Works Director)
Chuck Soules (City of Lawrence Public Works Director)
Robert Nugent (Lawrence Transit Administrator)
Scott McCullough (Lawrence-Douglas County Planning & Development)

Non-Voting Members
Charlie Bryan (Lawrence-Douglas County Health Department)

Staff
Jessica Mortinger (Senior Transportation Planner)
Ashley Myers (Transportation Planner)
Margaret Campbell (Transportation Planning Intern)

Public
None

1. Call to Order and Welcome
Keith Browning called the meeting to order at 1:31 PM. A quorum was present and introductions were made.

2. Action Item: Approval of Minutes from the October 4 2016
Keith Browning asked if anyone had any changes to the attached minutes. There were none. Scott McCullough moved to approve the September minutes as written. The motion was seconded by Allison Smith and passed unanimously, 4-0.

3. Action Item: Review and Approve the 2017 Unified Planning Work Program
Jessica Mortinger presented the draft 2017 Unified Planning Work Program (UPWP). The public comment period for the UPWP was held October 4th to November 3rd. The MPO received no comments on the work plan. The 2017 work plan will focus on updating the current T2040, continuing RTAC/paratransit coordination, bicycle/pedestrian planning, TIP updates and other MPO documents as required. The T2040 update will be more extensive than the previous update. Staff will work to coordinate it with other long range planning work that is ongoing and meet Federal Transportation legislation requirements for performance measures.

Chuck Soules arrived.

Ms. Mortinger noted that the MPO staff is aware of an additional $43,000 CPG that can be budgeted for 2017. TAC members discussed the options for the funding and voted unanimously to request that staff explore more details for consideration, including: additional modeling add on services, accounting and billing additional part time staff to the MPO grant, consulting services for alignment alternatives study for sections of the Lawrence Loop. Allison Smith noted that any excess funds at the end of 2017 will be clawed back at 80%.

A motion to approve the 2017 UPWP was made by Keith Browning, seconded by Bob Nugent and passed unanimously, 5-0.
4. **Action Item: Establish a Countywide Bicycle Advisory Committee**
Jessica Mortinger provided TAC members a set of draft bylaws to establish a subcommittee of the MPO to support MPO staff in the preparation of bikeway system planning, coordinating in the development of bicycle planning activities, and reviewing and providing technical critiques of products and processes associated with bicycle planning for the MPO and its metropolitan planning area (i.e., Douglas County) and providing technical support in the preparation of the Metropolitan Transportation Plan (MTP). She indicated that the intention of creating an MPO subcommittee is to fill the roles of the current countywide BAC that were not absorbed by the Lawrence Transportation Commission. Keith Browning asked if the MPO BAC would be available to the County or the other cities for recommendations and feedback about built environment projects and other programs or policies as needed. TAC members agreed to add consultation with local governments on behalf of bicycle planning as requested to the purpose of the group. A motion was made by Scott McCullough, seconded by Keith Browning and passed unanimously, 5-0.

5. **Action Item: Election of TAC Officers for 2017**
A motion was made by Chuck Soules to nominate Danny Kaiser as Chair and Bob Nugent as Vice Chair for 2017. The motion was seconded by Scott McCullough and passed unanimously, 5-0.

6. **Quick Updates**

*Transit COA* – The project consultants were in Lawrence during the week of October 24 to conduct public meetings regarding two transit route scenarios. A survey about the transit route scenarios will be available until November 27 - [lawrencetransitstudy.com/survey](http://lawrencetransitstudy.com/survey). The project will be concluded in December.

*Bike Share Feasibility Study* – After meeting with KU leadership, it was determined more student input was needed. A KU student survey was conducted for 10 days in October with 694 responses collected. This data will be shared with KU Student Senate and KU leadership to determine if they are interested in pursuing bike share on campus. The final feasibility report will be concluded in December.

*Functional Classification* – MPO staff is working to accommodate a KDOT request for changes to the functional classification map to reflect the Kasold Drive and K-10 crossing changes. KDOT also suggested rebalancing the functional classifications. A revised functional classification will be send to TAC and MPO in January.

*Bicycle & Pedestrian Count Summaries* – In September 2016, the MPO staff coordinated counts at 35 locations throughout our community. The locations were counted by 35 volunteers who manually observed bicyclists and pedestrians. Count locations included bicycle and pedestrian activity areas or corridors (downtown, near schools, parks, etc.) and locations near proposed major bicycle or pedestrian improvements or recently built improvements. The Lawrence and Eudora count summaries are located at [www.lawrenceks.org/mpo/bikepedcount](http://www.lawrenceks.org/mpo/bikepedcount).

7. **Other Business**
Ashley Myers shared copies of the State of Transportation infographic the MPO staff has put together- she asked TAC members to provide her comments on the data and formatting so it could be shared publicly.

8. **Next Meeting December 6, 2016 or another date set by the TAC**
Jessica Mortinger noted that it would be unlikely the TAC would need to meet in December. The meeting adjourned at 2:41 PM.