TECHNICAL ADVISORY COMMITTEE (TAC)
Minutes for Tuesday, July 11, 2017 Meeting

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

Non-Voting Members
Chris Tilden (Lawrence-Douglas County Health Department)

Staff
Jessica Mortinger (Senior Transportation Planner)
Ashley Myers (Transportation Planner)
Kenna Davis (Transportation Planning Intern)

Public
Erin Hogan

1. Call Meeting to Order, Welcome and Introductions
Danny Kaiser called the meeting to order at 1:32 PM. A quorum was present.

2. Action Item: Approval of Minutes from the April 4, 2017 meeting
Danny Kaiser asked if anyone had changes to the minutes. There were none. Scott McCullough moved to approve the minutes; the motion was seconded by Robert Nugent and passed unanimously, 7-0.

3. Action Item: Adopt the initial KDOT targets for the Statewide Transit Asset Management (TAM) Plan
Jessica Mortinger presented the KDOT targets for the Statewide Transit Asset management (TAM) Plan. The TAM Plan will be incorporated in the T2040 update. The state would like the MPO to adopt the initial targets to create consistency instead of individual targets for the useful life of vehicles across the region. The state will develop a tracking inventory to help with asset management planning with the certain percentage of useful lives of fleets. The initial benchmark can change over time due to differences with length of yearly use of varying fleets. MPO staff will also work with providers who receive federal transit funding to make sure they are in compliance with federal guidelines and included in the inventory. Future long range planning will also include operation and vehicle maintenance. Ms. Mortinger added Danny Kaiser and Robert Nugent reviewed the initial KDOT targets and were satisfied with them. Mr. Nugent added the City of Lawrence is doing well according to the initial KDOT targets. Allison Smith asked how the targets will be reported. Ms. Mortinger replied that after T2040 plan adoption, annual reports for all the plan performance measures will be developed as part of the MPO work plan. Mr. Nugent added that the federal partners may want to change the process for funding transit capital in the future after they better understand the transit asset management needs nationwide. Ed Courton asked if standards could be amended. Ms. Mortinger replied that the TAM approved in T2040 will be updated every five years as part of the plan update process. Mr. Nugent added that because this is a new system of targeting
performance measures, there is a learning process in order to adjust the whole transit system
to fit everyone.

The motion to approve the initial KDOT targets for the Statewide Transit Asset Management
(TAM) Plan was made by Robert Nugent, seconded by Allison Smith, and pass unanimously,
7-0.

4. Discussion Item: Receive the Functional Class Administrative Revision
Ashley Myers presented the Functional Class Administrative revision. The adopted Functional
Classification map has some revisions due to corrections requested from KDOT. These were
processed as an administrative revision because there were three small technical changes
that didn’t change the intent of the map. At N 1950 Road, the classification was changed to
Minor Collector from Local to connect with the road classification in Leavenworth County. At
23rd Street east of Franklin Road, the classification before the opening of the east leg of K-10
was Other Freeway and Expressway but has now been changed to Minor Arterial due to 23rd
Street no longer serving as K-10. At 23rd Street/N 1400 Road and East 1900 Road, the original
classification of Minor Arterial was too high of a classification due to the classification of
surrounding streets. There is a Federal rule that states a higher classification cannot terminate
at a lower classification because it causes the network to be incomplete. The entire area was
reclassified, including these two roadways changed to Major Collector to complete the
network. Jessica Mortinger added that hopefully no other revisions will be requested from
KDOT so that this classification map can be incorporated into T2040. Scott McCullough asked
if the term “Other Freeway” needs to include the word “other”. Ms. Myers replied that this
type of language comes directly from the federal language. Ms. Mortinger added that staff
can look into if this type of language is required and if not then revisions can be made. Mr.
McCullough asked why Lawrence and Eudora are the only municipalities highlighted on the
map. Ms. Myers replied that this is due to the Census definition of designated urban places of
populations over 5,000 people.

5. Discussion Item: Receive the Unified Planning Work Program Administrative
Revision #1
Chuck Soules arrived.

Jessica Mortinger said that there is typically an amendment for the Unified Planning Work
Program during the summer, however this year only an Administrative Revision was
completed in order to adjust the MPO’s financials. Ms. Mortinger added that the MPO recognize
that the organization will only retain 20% of what funds are unspent at the end of this year.
Due to this occurrence, the MPO awarded four consultant contracts this year. Allison Smith
added that after 2017, KDOT will invite MPOs to submit projects for a round of competitive
funding.

6. Quick Updates
T2040 Update – Jessica Mortinger said that the T2040 Public Engagement Phase I went well
with a far greater amount of response from populations typically unheard from before. On the
timeline of the T2040 update process, the staff is currently analyzing public input and have
completed a draft of Part I. Analysis of the public input has included separating responses
into city specific data files so that each municipality can use feedback to their specific needs.
Education and encouragement of traffic laws was a major comment from respondents. Modes
of transportation were ranked on a scale of 1-5, with all modes falling in the 3 range. Scott
McCullough commented that while although walking was ranked the highest of the four
modes, the public seems to comment the most about the need for pedestrian improvements.
Ms. Mortinger added that not all participants ranked each mode, but comments still
represented the need for improvements.
Lawrence Loop Alignment Study – Jessica Mortinger said that there has already been a kick off meeting with the consultant for the Lawrence Loop Alignment study as well as a public open house. The next step is for the consultant to propose two alignment options and to then release a public survey. At the open house over 100 people attended and that staff was pleased with the result. Scott McCullough asked if all missing segments of the Lawrence Loop would be studied. Ms. Mortinger replied that only the missing parts from the Burroughs Creek Rail Trail to Burcham Park and the west side of the Sandra Shaw Trail to the Peterson Road Shared Use Path would be the best utilization of funds along with the impact to the transportation network including right of way changes, including a potential undercrossing at McDonald Road.

Transit Center Location Analysis – Jessica Mortinger said that the contract with the consultant has been signed and that a kickoff meeting is in the works. Robert Nugent is heading this project.

Safety Analysis – Jessica Mortinger said that the contract with the consultant has been signed and the data has been cleaned and geocoded. A meeting with the consultant and GIS staff is being scheduled shortly. Chuck Soules asked what modes the crash analysis data is analyzing. Ms. Mortinger responded that the hot spots for crash sites are for all modes, including auto, bicyclists, and pedestrians. A minimum of twelve locations will be looked at and will be used in the future for justification for safety projects. Lawrence Public Works will use this data for that purpose.

Chuck Soules asked Allison Smith if KDOT had and HSIP funding available for these types of projects. She said she would follow up. Ms. Mortinger replied that the city GIS staff will be able to replicate and develop data in future years so that this can be a continuous process and not just a one-time study. An option of the study would provide a searchable web map with crash data. Staff are considering if updating such a map can be included in the work flow of the GIS staff annually. Data was provided from KDOT based on what local entities submit as part of the accident report form. Currently 2016 data is not available.

7. Other Business
Allison Smith said that the KDOT Transportation Alternatives call for projects closed last week.

Scott McCullough mentioned that the Douglas County Community Foundation has countywide grants available. Ed Courton added that Baldwin City funded a mural project with a grant from this organization last year.

Leslie Herring said that the Pedestrian Plan created by MPO staff was a great resource when looking at the priority list of 15 locations for a sidewalk improvement plan funded jointly with a mill levy and Parks and Recreation tax. Chuck Soules asked if the City of Eudora was paying for this sidewalk improvement plan. Ms. Herring clarified that the city is funding these specific sidewalk locations and that there is no matching to public funding of the project. While this does start to set a precedent, they are not filling any missing links, but hope to address those issues with future overlay projects. On Church Street, tree roots and handicapped accessibility needs to be addressed and that applying for a CBDG might be a way to fund future work. Ms. Herring added that they chose priority routes from the Pedestrian Plan to start somewhere with this project. It will cost around $110,000 and will be used spatially around town.

Ms. Herring also mentioned that the Bluejacket Trail at 12th Street and Cedar Street. The grant application to Kansas Department of Wildlife and Parks was unsuccessful but Hamm, Inc. and CFS Engineers are donating the cost to the Eudora Parks and Recreation Foundation
to replace the trail infrastructure. The donated labor and supplies is estimated to cost $126,000 and a three day projected project time will be penciled in during the coming month. Allison Smith asked if any dedication will be scheduled. Ms. Herring replied that there will be a ground breaking ceremony at the start of construction.

8. **Next Meeting: August 1, 2017 or another date set by the TAC**
The meeting was adjourned at 2:13.