

## MEETING MINUTES

### **Technical Committee Meeting**

Thursday, April 30, 2009

1:00 p.m.

Room 113, County/City Building

**Members Present:** Roger Figard, Randy Hoskins, Public Works/Utilities/RTSD; Marvin Krout, David Cary, Planning; Don Thomas, County Engineering; Brian Praeuner, StarTran; Ken Smith, Urban Development Department; Ron Schlautman, James Miller, Nebraska Department of Roads.

**Others Present:** Brad Zumwalt, Kaine McClelland, Nebraska Department of Roads; Ken Vice, Pedestrian & Bicycle Advisory Committee; Ryan Huff, HWS; Kent, Morgan, Mike Brienzo, Michele Abendroth, Planning.

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### **Roll call and acknowledge the “Nebraska Open Meeting Act”.**

Krout called the meeting to order at 1:05 p.m. The Nebraska Open Meetings Act was acknowledged.

#### **1. Review and action on the draft minutes of the February 19, 2009 Technical Committee meeting**

Thomas moved to approve the minutes of the February 19, 2009 Technical Committee meeting, seconded by Cary. The motion carried unanimously.

#### **2. Review and action on *revisions* to the current *FY 2009-2014 Transportation Improvement Program* for City of Lincoln: StarTran program funding amendments.**

Brienzo stated that this is a request to amend the current FY 2009-14 Transportation Improvement Program. These projects are within the current plan and will be implemented between now and the end of the fiscal year. This amendment is to add \$1,798,058 in additional Federal Transit Administration-Stimulus Funding to existing projects in the TIP. This is considered a major revision requiring action by the MPO Officials Committee and approval by the State.

Cary asked about the timing of these projects. Praeuner stated that they are slated to receive the buses and Handi-Van in 2010. The other projects will take less than a year. The funds are to be obligated by the end of the year.

Krout asked about the full-size buses and the program for bus racks. Praeuner stated that they will purchase slightly smaller buses, and they will be able to stack the buses in the barn with the current buses.

- Krout was call away from the meeting at 1:11 p.m. Hoskins made a motion to appoint Figard as Acting Chair; it was seconded by Cary. The motion carried unanimously with Figard abstaining.

Schlautman questioned the amount of stimulus funding. Brienzo stated that the projects are not being amended, we are being asked to add \$1.798 million in additional FTA-Stimulus Funding to existing projects. The funding amount is the same. Schlautman noted that the FTA stimulus funding allocated to transit totals \$3.798 million.

Brienzo clarified that this amendment is to add \$1.798 of stimulus funding to the previously amended amount of \$2.0 million that was added to the program on March 5, 2009. This amendment will bring the total of programmed FTA-Stimulus Funding to \$3.798 million. Thomas made a motion to clarify that the amendment is for \$1.798 of stimulus funding which is added to the previously amended amount for a total of \$3.798 million, seconded by Schlautman. The motion carried unanimously.

Thomas moved to approve the StarTran program funding amendments to the FY 2009-2014 Transportation Improvement Program, seconded by Hoskins. The motion carried unanimously with Schlautman abstaining.

### **3. Review and action on the *Project Selection Task Force* recommendations to the MPO Technical Advisory Committee on project funding recommendations for the Federal Transit Administration Job Access/Reverse Commute (Section 5316), New Freedom (Section 5317), and Elderly Individuals and Individuals with Disabilities (Section 5310) programs.**

Brienzo stated federal legislation requires that projects seeking Federal Transit Administration (FTA) funds through the Job Access & Reverse Commute (JARC), the New Freedom and Section 5310 Specialized Transportation programs must be competitively selected and derived from a locally developed Coordinated Transit-Human Services Transportation Plan. The Lincoln MPO issued a "Call for Projects" for JARC and New Freedom programs February 1, 2009 seeking proposals for this funding. These funds are to be used to fund a portion of operating costs. This program is structured to accept a 50% match to program funds. Four applications in total were received, three for JARC and one for New Freedom funding.

The applications for JARC funds include the following:

A proposal from the **Lincoln Literacy Council** for a transportation and voucher program for refugees and their preschool children and infants in traveling to and from work-readiness English classes. They are requesting \$15,500 which they will provide the local match of \$15,500.

The **StarTran Bus Route** project proposal is to use Job Access & Reverse Commute (JARC) funds to fill a gap in unmet transportation needs by providing transportation for low-income persons and persons with disabilities to access employment and job training opportunities. They have requested \$374,594 in program funds which will be matched with the same.

The third proposal is a Driver Voucher Program proposed by the **Center for People in Need** that will reimburse volunteer drivers on a per trip basis for providing eligible low-income workers

with transportation to and from employment and employment-related activities. They have requested \$65,000 in funding and will provide the local match of \$65,000.

The Project Selection Task Force has recommended approval of all three of these proposals for JARC funding. These proposals total \$455,094. The MPO had \$473,000 available for this program which means we will carry over \$18,000 for the program next fiscal year.

The applications for New Freedom funds included one proposal. The application for New Freedom funding is from the **League of Human Dignity**. They are proposing to continue the newly developed “Extended Hours Service” program. This is intended to be an on-going program of providing accessible transportation services for persons with mobility limited. They are requesting \$44,440 in funding with matching funds of the same.

The Task Force has recommended approval of this single proposal. With \$113,103 in New Freedom funding available, this means we will have a carry over of \$68,663 for the program next fiscal year.

Thomas asked about the carryover funds. Brienzo stated that we have a call for projects and project proposals are submitted. This year we had four proposals. Thomas asked if that suggests there is not a need for these funds. Brienzo suggested that it could be more due to the lack of organizations able submit proposals under the program requirements since this is a very specialized type of transportation. There are many organizations that would like to use these funds to support existing services, but these programs are only funding new or expanded services. Brienzo noted that there is a 3 year time limit on the carryover funds.

The third program under review is the Elderly Individuals and Individuals with Disabilities program or Section 5310 program. This program provides funds for the purchase of vehicles that provide transportation services for the elderly and people with disabilities. FTA provides 80% of the cost of the vehicles and the remaining 20% is to be provided through local funding sources. Nebraska Department of Roads (NDOR) writes the specifications and purchases these vehicles with costs reimbursed by FTA and the recipient. Proposals are limited to private nonprofit (501(c)(3)) corporations.

Brienzo stated that there were four proposals submitted for this Specialized Transportation Program. Applications were received from Seniors Foundation, Tabitha Inc., Madonna Foundation and Clark Jeary Retirement Community. Clark Jeary did not meet the required application criteria for a private nonprofit corporation so they could not be considered for an award. The Task Force has recommended that \$44,000 be awarded to each of the first three applications. If additional funding would become available within this fiscal year, the fourth vehicle is recommended to go to Madonna Foundation who could use two vehicles this year.

Praeuner stated that he will recuse himself from the vote on this item as StarTran has submitted a proposal for these funds.

Cary moved approval of the recommendations made by the Project Selection Task Force on the project funding recommendations for the Federal Transit Administration Job Access/Reverse Commute, New Freedom and Elderly Individuals and Individuals with Disabilities programs; it was seconded by Schlautman. The motion carried unanimously with Praeuner abstaining.

**4. Review and action on a proposed Annual Comprehensive Plan Amendments to the City of Lincoln and Lancaster County Comprehensive Plan. The Technical Committee recommendation is be forwarded to the Lincoln/Lancaster Planning Commission for their review of the Comprehensive Plan.**

Cary stated that this is an annual process for amendments to the Comp Plan. Four proposed amendments were received this year. There were no private submittals. This could be due to the economy as well as the abundant supply of land. The Tech Committee's recommendation will be forwarded to the Planning Commission for their hearing on May 13.

Cary provided a brief review of each of the four proposed amendments.

CPA #09001 is an amendment proposed by the Lincoln Police Department essentially to change some language to their need for additional facilities. CPA #09002 is essentially to formally identify the Union Plaza park in Antelope Valley as a regional park and to acknowledge that some community parks can serve as neighborhood parks. CPA #09003 is a proposal from the Planning Department to address sustainability, which has become very widely discussed in recent years. This is an effort to identify this as an emphasis area in the Comp Plan. This amendment will have the most direct impact on transportation related items. It does not intend to be specific about what the community is going to do with sustainability. It is not restrictive yet, but its intent is to identify it as an important topic.

CPA #09004 is intended to change some language in the Comp Plan relating to acreage lots in the county. This is to address some issues with water quality and water availability and to formalize a process within the annual review process every year. If there is a change in the land identified for acreage development, a formal process should be developed.

Figard asked if the action by the Tech Committee is forwarded to the Planning Commission and that they agree with the content. Brienzo stated that the role of the Tech Committee is to review these amendments in relationship to their primary task which is to look at impacts on transportation.

Cary reiterated that the only amendment that has a potential impact on transportation is the sustainability amendment. Brienzo added that staff felt it was important to bring these amendments to the Tech Committee so as not to be neglectful, but these amendments do not have an impact on transportation that other past amendments have had such as adding a Beltway.

Thomas moved to recognize the amendments to the 2030 Comprehensive Plan and forward them to the Planning Commission for their review, seconded by Smith. The motion carried unanimously.

**5. Review and action on a recommendation regarding 2009 Certification that the Transportation Planning Process for the Lincoln Metropolitan Area complies with applicable federal laws and regulations.**

Brienzo stated that the federal highway bill requires the MPO to conduct an annual certification process to look at the transportation planning process and see if it is meeting all the regulations. There are ten regulations that we address and identify how we are meeting those regulations.

The MPO has a coordinated transportation services plan, a public participation plan, an environment justice plan, a Long Range Transportation Plan, a Transportation Improvement Plan and a Unified Planning Program. The Federal Transit Administration and the Federal Highway Administration will conduct a detailed review on May 5 and 6. It is the findings of staff that we are in compliance. This certifies that the planning process is addressing major issues facing Lincoln. The Tech Committee action will be forwarded to the Officials Committee.

Praeuner moved to accept the 2009 Certification that the Transportation Planning Process complies with the applicable federal laws and regulations, seconded by Cary. The motion carried unanimously.

**6. Review and action on the draft Lincoln City / Lancaster County FY 2010-2015 Transportation Improvement Program.**

Brienzo stated that the purpose of the Transportation Improvement Program (TIP) is to track federal dollars, track projects as they move through the planning process and ensure the recording on that process. These projects must be consistent with the Long Range Transportation Plan (LRTP). We also coordinate with state and local projects. The TIP is fiscally constrained. The TIP is updated every year with the priority projects covering the first four years of the program. Once approved by the Federal Highway Administration and Federal Transit Administration, they are committing funds for these projects. The action by the Technical Committee will be forwarded to the Planning Commission for the May 13 hearing and will go to Officials Committee in June. It will then go on to the state and will be incorporated in the state's TIP.

Hoskins moved to forward the 2010-2015 Transportation Improvement Program for public review, seconded by Thomas. The motion carried unanimously.

Brienzo noted that the Planning Commission will be voting on the TIP in terms of conformity with the Comp Plan and this item will return on the May 29 Technical Committee agenda.

**7. Briefing on the Lincoln MPO Congestion Management Process (CMP) activities and a request to create a Technical Committee Sub-committee to prepare recommendations on enhancing the Lincoln MPO CMP.**

Hoskins stated that one of the federal requirements is that a Congestion Management Process must be in place for the MPO. It is a six step process to define what congestion means to our MPO area. We need to determine how we would evaluate and monitor levels of congestion, and data must be collected for those levels. Strategies must be in place to remedy the congestion. And finally, there must be a before and after study to see if we have been effective.

Hoskins stated a subcommittee of the Tech Committee should be formed to put this report together. They would like eight members to serve in this capacity. They propose to come back to the July meeting to present their initial findings and recommendations. Before the end of the year, they would like to have a draft document in place.

Praeuner moved to create a subcommittee of the Technical Committee to prepare recommendations on enhancing the Lincoln MPO Congestion Management Process, seconded by Thomas. The motion carried unanimously.

#### **8. Other topics for discussion.**

Brienzo introduced Ken Vice of the Pedestrian and Bicycle Committee and noted that he will attend future Tech Committee meetings.

As there was no further discussion, a motion was made and seconded to adjourn the meeting at 2:29 p.m. The motion carried unanimously.

*\*\* Please note that these minutes will not be formally approved until the next meeting of the Metropolitan Planning Organization Technical Committee. \*\**