

## MEETING MINUTES

### Technical Committee Meeting

Thursday, March 21, 2013

1:30 p.m.

Room 113, County/City Building

**Members Present:** Roger Figard, Randy Hoskins, Public Works/Utilities/RTSD; Marvin Krout, David Cary, David Pesnichak, Planning; Don Thomas, Doug Pillard, County Engineering; Rick Thorson, Health; Nicole Fleck-Tooze, Parks & Recreation; Brian Praeuner, StarTran; Mike Owen, Thomas Goodbarn, Nebraska Department of Roads.

**Others Present:** Kaine McClelland, Brad Zumwalt, Randy Eldorado, NDOR; Barb Fraser, PBAC; Ariana Kennedy, Lower Platte South NRD; Tony Dirks, Benesch; Mike Brienzo, Michele Abendroth, Planning.

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The meeting was called to order at 1:00 p.m. The Nebraska Open Meetings Act was acknowledged.

Brienzo introduced David Pesnichak, Transportation Planner in the Planning Department.

#### **1. Review and action on the draft minutes of the February 14, 2013 Technical Committee meeting**

Figard moved approval of the meeting minutes of the February 14, 2013, seconded by Hoskins. The motion carried unanimously with Fleck-Tooze abstaining.

#### **2. Review and action to accept the *Pedestrian and Bicycle Capital Plan* that will be used to implement portions of the *2040 Long Range Transportation Plan*.**

Cary began by explaining that the Pedestrian and Bicycle Capital Plan has been through a significant process with a great deal of public input. This is an outreach of the 2040 Comprehensive Plan and Long Range Transportation Plan. It is a useful guide to help identify pedestrian and bicycle projects. He noted that there is no money identified for any projects, but it is a guide for if and when the money is available.

Pesnichak distributed a letter from the Pedestrian and Bicycle Advisory Committee stating that the organization has accepted the Plan.

Pesnichak noted that there are currently 53.6 miles of new bike routes and 81.9 miles of existing bike routes. They learned several things during the public input process. There is a need for bike route signs and wayfinding. There has been a "Share the Road" sign campaign to help educate drivers and bicyclists. The Plan anticipates 9 miles of shared lanes and 0.5 miles of bike lane of 11<sup>th</sup> Street south of K Street. There are several at-grade trail crossing treatments that are recommended for safety reasons. Protected bikeways on N Street, 14<sup>th</sup> Street and 11<sup>th</sup> Street in downtown as well as in Innovation Campus are recommended. Bike parking and storage is also recommended. The plan is proposing 10.1 miles of new trails. The bicycle plan is county-wide and looks at paving rural shoulders. It also looks at neighborhood trail connections.

Pesnichak then reviewed the pedestrian plan. There is currently a good pedestrian network so the plan recommends a continuation of what we are already doing. It recommends increasing the sidewalk rehab program and to continue sidewalks on both sides of the street as well as to continue to require

street trees, to limit block lengths, to require pedestrian easements, and to implement pedestrian design standards. One of the areas needing improvement is transit pedestrian amenities and pedestrian wayfinding projects. He presented a map showing the sidewalk gaps in the system, and the plan recommends filling in the missing gaps. The map also identified location for proposed pedestrian countdown signals and mid-block crossings.

In terms of implementing the Plan, Pesnichak stated that we need to continue many existing efforts including sidewalks on both sides of the street, the sidewalk rehabilitation program, street rehabilitation programs, the trails program through Parks & Recreation, Public Works & Utilities, and NRD, the ADA Transition Plan, and intersection traffic control.

Overall project costs are \$4.65 million, which is \$160,000 per year for the 29 years of the plan. Additional funding is needed to complete priority projects. Pesnichak presented maps showing improvements at Old Cheney & S. 148<sup>th</sup>, South 14<sup>th</sup> & Highway 77, and the South Beltway Freeway.

Pesnichak stated that the next steps are to get acceptance of the Plan by the Technical Committee as a guidance policy for the MPO. Then they will take it to the Officials Committee in May.

Owen stated that the State supports the plan and have met with the Committee on how the trail system would be accommodated. They would like to modify the language regarding the South Beltway, as follows: "It is anticipated that the cyclist and pedestrian improvements as identified will be accommodated by NDOR as a part of the South Beltway project. Funding for the bicycle and pedestrian infrastructure identified in the South Beltway corridor are subject to further discussions with NDOR. As a result, a cost estimate for the infrastructure necessary to mitigate the impacts from the South Beltway project on the City's bicycle and pedestrian system have not been included in this Plan."

Fleck-Tooze complimented Cary and Pesnichak for the work they have done on the project and in a short amount of time.

Hoskins stated that his biggest concern is that maintenance is to be considered at budget time. It needs to be clear if any of these go forward that many signs have a short life with a total cost of \$850,000 in maintenance costs. That needs to be very carefully considered. Public Works does not have funding in their budget to take on these additional costs. Cary stated that we need to be clear about how maintenance is to occur. It is his hope that when we do these projects, the funds are committed at that time.

Fraser stated that the Pedestrian and Bicycle Advisory Committee is excited about a more balanced transportation system with consideration for many different modes.

Krout moved approval of the Bicycle and Pedestrian Capital Plan with the amendment proposed by Owen, it was seconded by Fleck-Tooze. The motion carried unanimously.

### **3. Review and action on amendments to the *MPO Management Plan*.**

- a) Add the Lower Platte South Natural Resources District General Manager as a non-voting member of the MPO Technical Committee,
- b) Revise committee activities to include program oversight and project selection for the Transportation Alternative Program,
- c) Add a reference to the new Memorandum of Agreement (MOA) between the Lincoln MPO and Nebraska Department of Roads (NDOR), and
- d) Update language that refers to SAFETEA-LU as the current federal legislation to state MAP-21 is the current federal transportation legislation.

Brienzo stated that the MPO Management Plan identifies roles and responsibilities of the MPO. It identifies the structure and organization of the MPO. MPO staff is recommending several amendments

to the document. The first is to add the Lower Platte South Natural Resources District General Manager as a non-voting member. This person will have full rights as a voting member, but will not have a standing vote. He introduced Ariana Kennedy of the Lower Platte South NRD who will be representing the NRD for most planning issues. The second amendment is to revise the committee activities to include program oversight and project selection for the Transportation Alternatives Program, which is a new program. The third is to add a reference to the Memorandum of Agreement between the Lincoln MPO and the Nebraska Department of Roads. The MOA has recently been adopted by the Officials Committee. The fourth amendment is to update language that refers to SAFETEA-LU as the current federal legislation to state MAP-21 is the current federal transportation legislation. Brienzo is requesting approval of these amendments.

Cary moved approval of the amendments to the MPO Management Plan, seconded by Figard. The motion carried unanimously.

**4. Briefing on the Lincoln MPO *Transportation Demand Management (TDM) Strategy* for improving individual travel choices and options within the MPO planning area.**

Brienzo stated that there has been a significant process to date on the Transportation Demand Management Strategy. They have received a lot of input. They just completed the stakeholder interviews and are completing a report on that. They have also done a landscape scan, an online survey, and a best practices report. He noted that he will forward the Committee the reports over the next few weeks. The oversight committee will meet to discuss priorities for the strategy as well as criteria for the strategies. They will also conduct on-site interviews with the stakeholders.

Krout stated that he found the early information very interesting and asked if the information has been made available to the public. Brienzo stated that they intend to make the information available on the website. The reports are in progress currently.

**5. Briefing on the draft *NDOR Operating Manual for MPO Transportation Planning* that provides guidance and outlines procedures policies and timelines for Nebraska MPOs.**

Zumwalt began by stating that NDOR is working on an Operating Manual for MPO Transportation Planning. It is still in draft form and is evolving a little. All MPOs have reviewed it. It was introduced at the MPO December meeting. It is a first attempt at laying out the guidance for all MPOs. It will evolve through use because it is needs to be put through practical use and through MAP-21.

Zumwalt stated that the purpose of the manual is to provide guidance for carrying out metropolitan transportation planning responsibilities, outline procedures, policies and timelines for the Long Range Transportation Plan, the Transportation Improvement Program, and the Unified Planning Work Program, provide guidance on billings, audits and project selection. There is very little, if any, new requirements. It is a matter of getting all the MPOs on the same page.

The manual contains a calendar of events for the UPWP and identifies major deadline dates for various stages of the process during a calendar year. A mid-year report for the UPWP is due January 15, and a year-end report is due August 30.

Reimbursement requests are due quarterly. They are due 60 days after the end of each quarter with the final billing due no later than August 30. This year, these requests can be submitted electronically. They would like an invoice, a payment request form, a progress report, and proof of payment to subcontractors.

Regarding the TIP and LRTP, the TIP content and approval and amendment process is identified in the manual as well as the LRTP content and approval process.

Krout asked about performance measures. Zumwalt stated that they are waiting for federal guidance. The federal government has 18 months to come up with their performance measures, and the State has one year after that, and then the MPOs have 6 months to develop. They do not have to be mirror images, but they cannot conflict. Based on their strategic goals in MAP-21, you could start designing them yourself. We hope to work cooperatively on this.

#### **6. Other topics for discussion**

Brienzo stated that he received an email from FHWA regarding the use of logos. The email stated that there is a new regulation that all FHWA-funded projects must be used on all documents. He stated that he is trying to get clarification on what exactly this means. They want MPO documents to look like MPO documents. Figard agreed that clarification needs to be sought on this on what exactly it means in terms of using consultant logos and what is needed on engineering drawings, etc.

There being no further business, the meeting was adjourned at 2:35 p.m.

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

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