

MEMORANDUM

TO: Mayor Chris Beutler
Pedestrian and Bicycle Advisory Committee
StarTran Advisory Board

CC: Miki Esposito, Director of Lincoln Transportation and Utilities
David Cary, Director of Planning
Chad Blahak, Director of Building and Safety
Shavonna Lausterer, Director of Health
Lynn Johnson, Director of Parks and Recreation
Dallas McGee, Interim Director of Urban Development
City of Lincoln, City Council
Lincoln-Lancaster County Planning Commission

FROM: Kellee Van Bruggen, Transportation Planner

SUBJECT: Final Complete Streets – 2018 Annual Report

DATE: May 16, 2019

Purpose and Background

On September 12, 2013, Mayor Beutler signed Executive Order (EO) No. 086476 and Administrative Regulation (AR) No. 35 establishing a policy for the development of Complete Streets. This EO/AR was also endorsed by the Urban Development Department, Lincoln Transportation and Utilities Department, Planning Department, Parks and Recreation Department, Health Department and the Building and Safety Department.

According to the EO/AR, the Planning Department, in conjunction with other departments, is responsible to provide Mayor Beutler, the Pedestrian and Bicycle Advisory Committee (PBAC) and the StarTran Advisory Board with an annual report. Specifically, the EO/AR states:

The Planning Department, in conjunction with all City departments, shall provide an Annual Report to the Mayor, Pedestrian and Bicycle Advisory Committee and StarTran Advisory Board which outlines the progress made toward implementing this policy. The Annual Report may include the review of all current street standard plans, guides, regulations and standard drawings, and the identification of barriers to the development of Complete Streets.

The purpose of the annual report is to update the Mayor, PBAC and the StarTran Advisory Board as to the work Staff is doing to implement the EO/AR. This annual report covers the efforts undertaken by the Implementation Team during 2018.

Complete Streets are public and private streets that include some combination of appropriate infrastructure as determined by the surrounding context, that accommodate all modes of transportation, including private vehicles, public transportation, walking, ADA accessibility, and bicycling.

Implementation Team

<i>Coordinator:</i>	<i>Kellee Van Bruggen (Planning Dept.)</i>
Lincoln Transportation and Utilities:	Thomas Shafer, Lonnie Burklund/Mark Lutjeharms
Parks and Recreation:	Sara Hartzell
StarTran:	Brian Praeuner
Planning:	David Cary/Paul Barnes, Steve Henrichsen
Urban Development:	Wynn Hjermsstad
Health:	Mike Heyl, Chris Schroeder
Building and Safety:	Terry Kathe
Lincoln Police Department:	Captain Jason Stille/Captain Donald Scheinost

Work Tasks / Accomplishments

Complete Streets Implementation Team Meetings

During 2018, the Complete Streets Committee held a total of eight meetings to discuss current and ongoing projects which have been outlined in this annual report. An agenda is determined based on upcoming projects from various city departments and other issues that have a complete streets component that warrant a discussion. Meetings were held on the following days during 2018:

- Wednesday, January 24th
- Friday, April 27th
- Wednesday, May 30th
- Wednesday, June 27th
- Thursday, August 30th
- Tuesday, September 18th
- Monday, November 26th
- Thursday, December 13th

Downtown Master Plan

The Downtown Master Plan was an effort that was undertaken during 2018 between the City of Lincoln and Downtown Lincoln Association. The kick-off was held at the end of February with a steering committee, working group discussions, and a look at global trends. The process was finished in late 2018 with the approval of the Downtown Master Plan by City Council action.

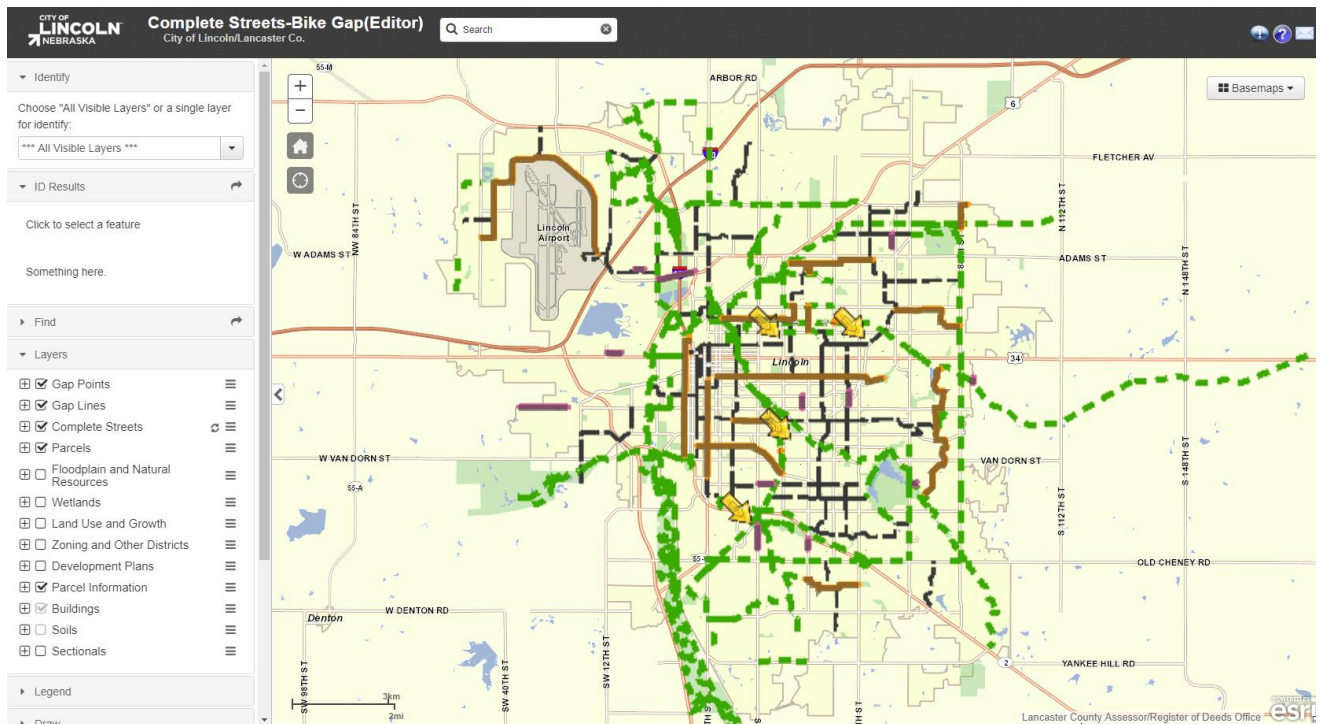
Bicycle Parking

The Complete Streets Committee provided \$10,000 to fund a bike rack request program. The Committee is currently reviewing other cities criteria for requests and will evaluate the best way for organizations to apply.

Gap Analysis

A Gap Analysis Study was completed in January 2015 in order to understand available information affecting the implementation of Complete Streets. A copy of this Gap Analysis Study can be found on the City of Lincoln's website at: <http://lincoln.ne.gov/city/plan/reports/GapAnalysis.pdf>. The gap analysis is a snapshot of the current transportation network and outlines where gaps (i.e. gaps in sidewalks, trails, transit, etc.) in the system are currently located. In conjunction with developing the written study, an online and interactive map was launched. The map is a tool for the committee as it can be updated as projects are completed, new data becomes available, or new gaps are identified. In 2019, the tool will be updated to include the proposed on-street bicycle network as defined in the Lincoln Bike Plan. The map will continue to be updated with various projects and needs that come through the committee and used in future project discussions.

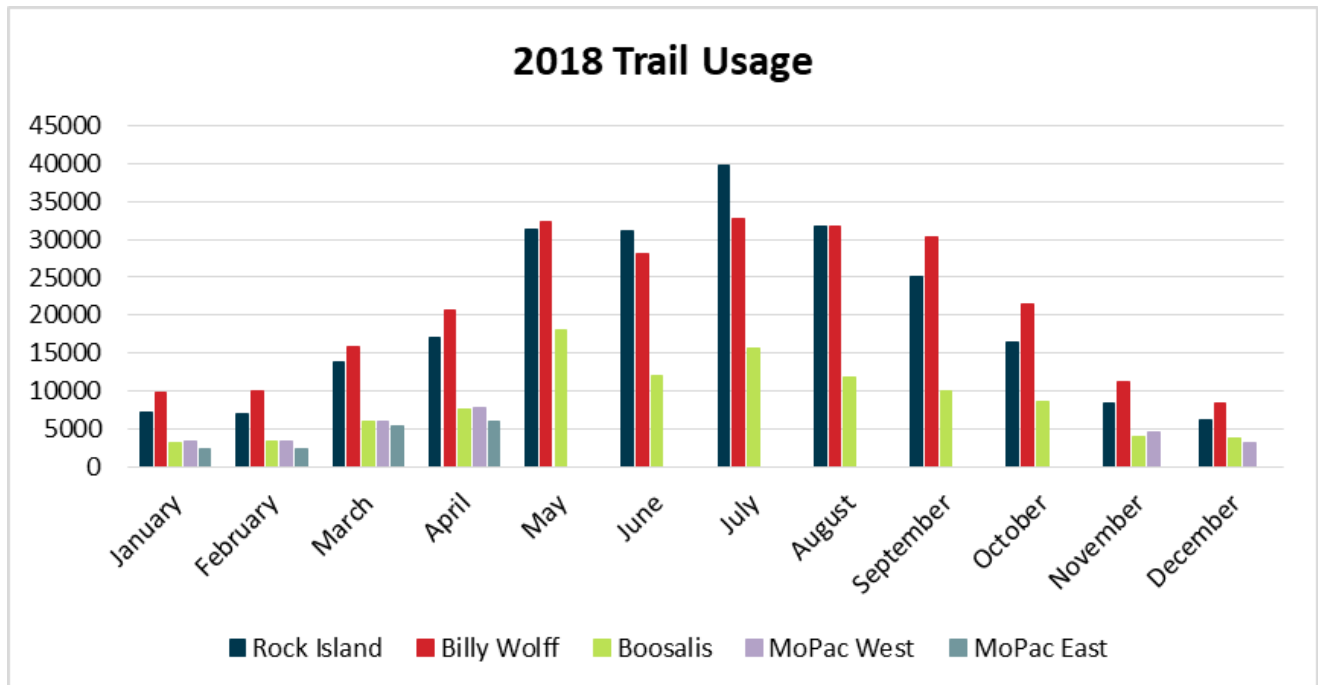
Online Gap Analysis Tool



Trail Counters

Partnership for a Healthy Lincoln (PHL) approached the City about additional funding that could be used for equipment purchase. The City partnered with PHL and Great Plains Trails Network (GPTN) to purchase one mobile counter and four permanent counters. The mobile counter was purchased in the fall of 2015. The mobile trail counter is intended to be used for special events (i.e. Streets Alive, etc.) and weeklong counts along the trails network that are not currently served by permanent counters. The four permanent counters were added to the system in 2017, bringing the total number of permanent counters on the trail system to five.

- The Rock Island Trail Counter was installed and has been recording users since July 2014. In 2018, the Rock Island Trail Counter recorded 235,623 users.
- The Billy Wolff Trail Counter was installed and has been recording users since August 2017. In 2018, the Billy Wolff Trail Counter recorded 252,717 users.
- The Helen Boosalis Trail Counter was installed and has been recording users since October 2017. In 2018, the Helen Boosalis Trail Counter recorded 104,483 users.
- The MoPac West Trail Counter was installed in August 2017. In 2018, the MoPac West Trail Counter was under maintenance between May and October. The rest of the year, the counter recorded 28,495 users.
- The MoPac East Trail Counter was installed in August 2017. In 2018, the MoPac East Trail Counter was under maintenance from May through December, The rest of the year, the counter recorded 16,163 users.



In addition to the trail counters, the City also monitors usage of the N Street Cycle Track. The counter along N Street at the midblock of 12th and 13th recorded 24,658 cyclists in from September through December, averaging out to 202 users per day. The counter was under maintenance between January and August.

On-Street Bicycle Facilities Plan (Lincoln Bike Plan)

The Planning Department along with members of the Complete Streets Committee prepared a Request for Proposals (RFP) in 2017 to develop an On-Street Bicycle Facilities Plan. Some committee members participated in the scoring and interview process to hire a consultant to develop the plan. The Complete Streets Committee served as the Technical Advisory Committee for the plan development. The Technical Advisory Committee met a total of seven times. Meetings were held on the following days during 2018:

- Thursday, March 22nd
- Thursday, April 19th
- Wednesday, May 23rd
- Tuesday, July 24th
- Thursday, August 23rd
- Thursday, September 13th
- Thursday, October 11th

Several Complete Streets Committee members attended and assisted with the two public open house events throughout the process and reviewed all materials. The [Lincoln Bike Plan](#) was completed and approved in February 2019.

Project Selection

The Fiscal Year 2016/17 – 2021/22 Capital Improvement Program (CIP) included a budget item for Pedestrian and Bicycle Capital Program. In each programmed year, \$50,000 has been appropriated for “Complete Streets” type projects bringing the six year total to \$300,000 for projects that fit within the Complete Streets scope. The projects considered by the committee included:

- Trail/Neighborhood Sidewalk Connections to Neighborhoods
- On-Street Bicycle Facilities Plan
- Bike Rack Request Program
- Data Bike
- Trail Counters
- Bike Route Signage
- Development of a comprehensive bike parking map
- Transit enhancements including ADA pads and links to sidewalks

The Complete Streets Committee provided funding to install a sidewalk connection in the Fox Hollow neighborhood from Holmes Park Road to the Billy Wolff Trail, purchase of a mobile counter, and \$10,000 towards setting up a bike

rack request program. The remainder of funds was set-aside to use toward future on-street bike projects.

Bike Share

In September 2014, the Lincoln/Lancaster County Planning Department hosted a Bike Share workshop for local stakeholders. Since the workshop, efforts to fund a bike share program, including submitting a Congestion Mitigation and Air Quality (CMAQ) funding request through the Nebraska Department of Roads and meetings with possible stakeholders have taken place. The Planning Department was awarded the CMAQ funds of \$600,000 in March 2015 and have worked with various city staff and the Nebraska Department of Roads on moving forward with the project. Planning staff has worked with local groups and businesses to provide the matching funds for the CMAQ grant as well as future operational and maintenance costs through sponsorship of the program. All of the matching funds have been acquired and the first year of operational/maintenance funds have been acquired (total of \$373,334). The City hosted a set of public meetings in January and February 2018 before the system installation. The program was officially launched in April 2018. Regular updates and discussion on the status of the bike share project have been held and will continue to be held at Complete Streets Committee meetings. During 2018, bike share had over 28,000 rides in the first calendar year.

Motorized Scooter Sharing Program

The Complete Streets Committee started discussions on how scooter sharing companies are working/operating in other communities and invited Ben Turner, with Heartland Bike Share to discuss e-bikes and scooters. The committee was also invited to test out both e-bikes and scooters at BikeLNK headquarters.

Project Review

Each representative on the Implementation Team is responsible for identifying projects within their department and in the development stages that should be reviewed by the Complete Streets team. This review identifies Complete Streets applications which had been applied to Lincoln Transportation and Utilities, StarTran, and Parks and Recreation 2018 projects. To note, outside of the Complete Streets Committee, Lincoln Transportation and Utilities invites departmental review of projects through their monthly coordination meetings and site plans are made available electronically for comment and review. Many of these projects, while not formally reviewed by the Complete Streets Implementation Team, did receive review by staff that included Complete Streets considerations and applications in the final design.

2018 Formal Project Review

Project	Location	Complete Streets Application
Bike Racks	Bike Rack Request Program	Complete Streets funded project
Trail Counters	City-wide	Discuss enhancing the trail counting system.
Lincoln Bike Plan (On-Street Bicycle Facilities Plan)	City-wide plan	Discuss the development of the On-Street Bicycle Facilities Plan with assistance from a consultant.
Fox Hollow Trail Connector	Holmes Park Rd and Billy Wolff Trail	Complete Streets funded project.
West A Project	Phase A: SW 23 rd Street east of Folsom; Phase B: end of Phase A west to city limits	Discuss design of West A project and pedestrian, transit, and bicycle amenities.
Partnership for a Healthy Lincoln CDC Grant	City-wide	Discuss project ideas that could be incorporated into the grant.
Motorized Scooters Sharing Program	Undefined	Discuss how motorized scooter sharing programs work in other cities and how Lincoln should handle. Coordination was discussed with University of Nebraska.
North 33 rd & Cornhusker Subarea Plan and Cornhusker Highway Corridor Enhancement Plan	33 rd and Cornhusker	Discuss subarea plan and corridor enhancement plan and how pedestrian and bicycle traffic will be able to access the area.
Complete Streets Policy	City-wide	Discuss developing a more formal policy that follows the Smart Growth America Complete Street Policy recommendations for the City of Lincoln.

2019 Priority Work Items

The following items are expected to be addressed by the Complete Streets Committee in 2019:

- Review applicable 2019 design year infrastructure projects for Complete Streets opportunities as well as review what was built in the past construction year. Continue to identify projects under design and at an appropriate stage to review as well as to create a record of review. Such identification will include the Complete Streets concepts applied to the specific project, those which are not applied and why.
- Project selection, implementation, and evaluation of the Complete Streets funded projects.
- Continue to refine the project identification and review process based on experience. The goal is further refinement of the Gap Analysis to increase efficiency and effectiveness of the process as well as to promote Complete Streets projects and concepts. All updates should be reflected in the maintenance of the Gap Analysis tool.
- Continue to examine plans, City policies and other guidance for Complete Streets conformance, including the Lincoln Standard Plans.
- Track implementation of projects using Complete Streets funding in CIP process.
- Discuss need for additional funds for Complete Streets projects and research how additional funding may allow for additional or larger scale projects in advance of next Capital Improvement Program budget cycle.
- Track state level legislative efforts applicable to Complete Streets.
- Review the existing Complete Streets Policy and update if necessary.
- Continue working on the bike rack request program including determining how to apply for assistance and how the general administration of the program would be carried out.
- Discuss scooter programs regionally and possibility of pilot project in Lincoln.
- Discuss the need for bicycle parking standards.
- Review bus stop phasing plan.
- Educate newly elected officials about Complete Streets and the committee's work.
- Review and discuss the Downtown Traffic Study.
- Discuss implementation of the Lincoln Bike Plan.