

MEMORANDUM

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

CC: Miki Esposito, Director of Public Works 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
David Landis, Director of Urban Development
City of Lincoln, City Council
Lincoln-Lancaster County Planning Commission

FROM: Kellee Van Bruggen, Transportation Planner

SUBJECT: DRAFT Complete Streets – 2017 Annual Report

DATE: June 11, 2018

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, Public Works 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 2017.

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, and bicycling.

Implementation Team

<i>Coordinator:</i>	<i>Kellee Van Bruggen (Planning Dept.)</i>
Public Works and Utilities:	Thomas Shafer, Lonnie Burklund
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

Work Tasks / Accomplishments

Complete Streets Implementation Team Meetings

During 2017, the Complete Streets Committee held a total of six 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 2017:

- Tuesday, January 24th
- Tuesday, February 28th
- Tuesday, March 28th
- Wednesday, July 26th
- Tuesday, August 29th
- Wednesday, December 20th

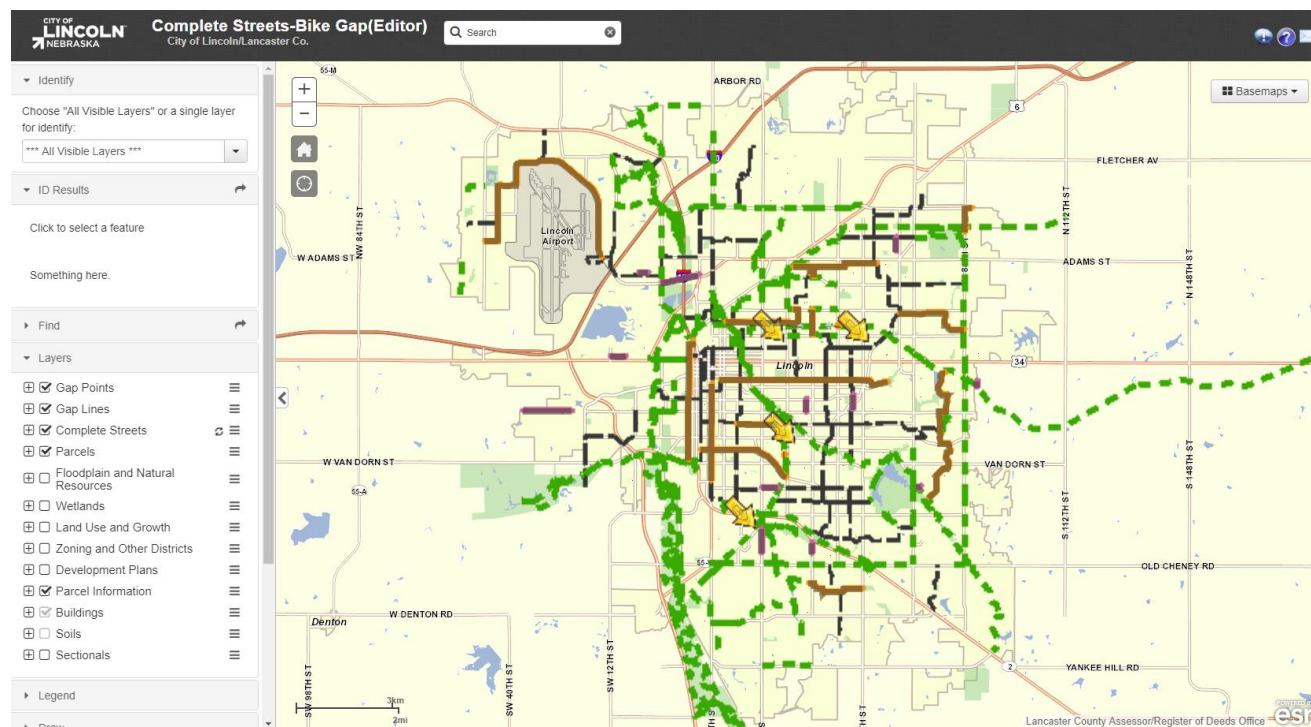
Bicycle Parking

The Complete Streets Committee initially provided \$3,000 to fund bicycle parking with the budgeted Pedestrian and Bicycle Capital Program funding in the FY 15 and FY 16 budget years. Due to additional funding available through the Complete Streets program, the committee allocated an additional \$2,000 bringing the total to \$5,000. Partnership for a Healthy Lincoln (PHL) had available funds at the end of their grant year and provided an additional \$10,000 to be allocated for bike parking. City staff worked with Downtown Lincoln Association on securing a vendor for the bike racks and installed the bike racks. The on-street bike parking at 8th and S Street will be installed after construction is completed in the Haymarket.

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. As an example of this, two additional sidewalk connection projects were identified as a need and were evaluated by the committee in 2017. These sidewalk connections were added to the online analysis tool and will be discussed as future funding is available. The map will continue to be updated with various projects and needs that come through the committee and used in future project discussions.

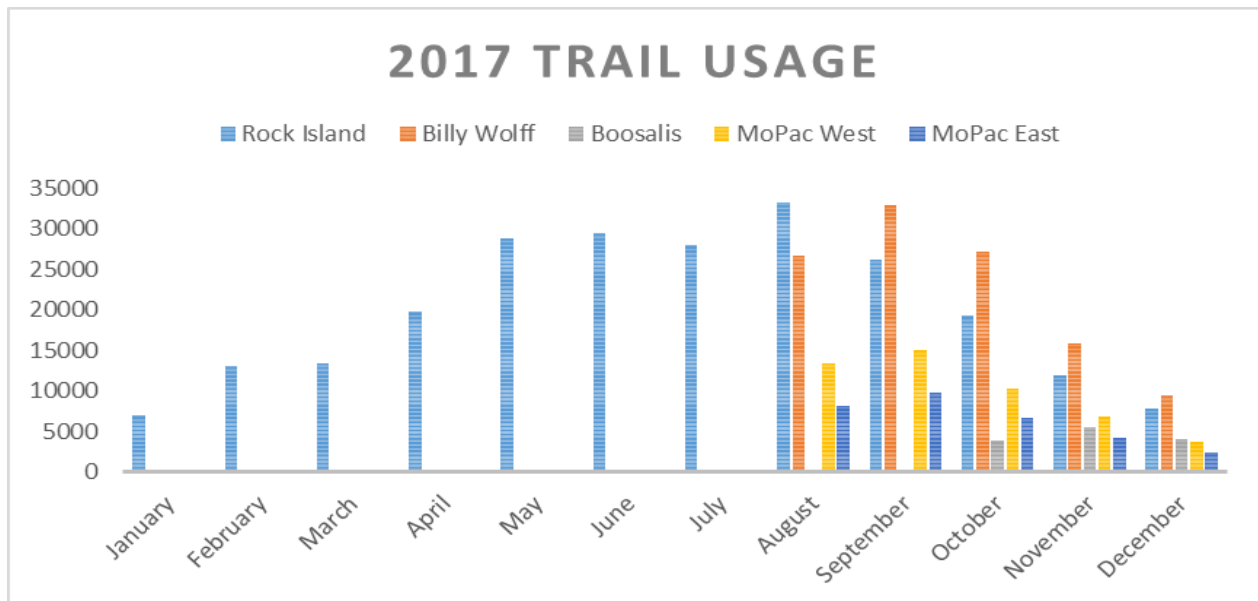
Online Gap Analysis Tool



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 2017, the Rock Island Trail Counter recorded 237,948 users.
- The Billy Wolff Trail Counter was installed on August 9, 2017. In 2017, the Billy Wolff Trail Counter recorded 111,889 users.
- The Helen Boosalis Trail Counter was installed on October 15, 2017. In 2017, the Helen Boosalis Trail Counter recorded 13,514 users
- The MoPac West Trail Counter was installed on August 6, 2017. In 2017, the MoPac West Trail Counter recorded 49,265 users.
- The MoPac East Trail Counter was installed on August 9, 2017. In 2017, the MoPac East Trail Counter recorded 31,394 users.



In addition to the trail counters, the City also monitors usage of the N Street Cycle Track. The counter at the 13th and N Street intersection recorded 105,833 cyclists in 2017, averaging out to 290 users per day.

Members of the Complete Streets Committee met several times in 2017 to discuss a more robust trail counting program. Each trail was broken out into segments using trail nodes, crossings, and major attractors as segment end points. Ninety-two segments were identified and will be counted on a three year rotation with the mobile counter.

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 will serve as the Technical Advisory Committee for the plan development.

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

The Complete Streets Committee is still evaluating projects and will work on implementation in 2018.

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 launched the bike share system 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.

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 Public Works and Utilities, StarTran, and Parks and Recreation 2017 projects. To note, outside of the Complete Streets Committee, Public Works 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.

2017 Formal Project Review

Project	Location	Complete Streets Application
Bike Racks	Downtown/Haymarket area	Complete Streets funded project
Bike Route Signage	8 th Street, 14 th Street, J Street, Randolph Street, Sheridan Boulevard, 40 th Street, Y Street, and Idylwild Drive	Complete Streets funded project
Rock Island Trail	Intersection of Rock Island Trail and Calvert Street	Discuss parking too close to trail during school drop-off/pick-up and after school activities.
Municipal Code Review of Status of Bicyclists in Crosswalks	City-wide	Discussed with Lincoln Police Department the need for education/training on the ordinance changes.
Trail Counters	City-wide	Discuss enhancing the trail counting system.
On-Street Bicycle Facilities Plan	City-wide plan	Discuss developing an On-Street Bicycle Facilities Plan with assistance from a consultant.
StarTran Bus Shelter Design Standards	City-wide	Discuss the concept of uniform bus shelter designs that are aesthetically pleasing, cost efficient, ADA accessible, and are accessible for Transit/bike riders.
Billy Wolff Trail	91 st and Highway 2	Discussion on a grade separation in future.
Rock Island Trail Crossing	East of 14 th and Old Cheney Intersection	Discuss alternative approaches to the Rock Island Trail crossing as 14 th /Warlick/Old Cheney project is under design.

2018 Priority Work Items

The following items are expected to be addressed by the Complete Streets Committee in 2018:

- Review applicable 2018 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.
- Develop the On-Street Bicycle Facilities Plan (Lincoln Bike Plan).
- Review the existing Complete Streets Policy and update if necessary.