

MEMORANDUM

TO: Mayor Leirion Gaylor Baird
Pedestrian and Bicycle Advisory Committee
StarTran Advisory Board

CC: Elizabeth Elliott, Director of Lincoln Transportation and Utilities
David Cary, Director of Planning
Chad Blahak, Director of Building and Safety
Patricia Lopez, Director of Lincoln-Lancaster County Health
Lynn Johnson, Director of Parks and Recreation
Dan Marvin, Director of Urban Development
City of Lincoln, City Council
Lincoln-Lancaster County Planning Commission

FROM: Stephanie Rouse, Transportation Planner
(Completed by Kellee Van Bruggen)

SUBJECT: Complete Streets – 2020 Annual Report

DATE: October 12, 2021

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, Lincoln-Lancaster County 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 the Mayor, 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 2020.

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:	Lonnie Burklund/Ron Caldi, Thomas Shafer, Mark Lutjeharms/Dan Carpenter, Roberto Partida
Parks and Recreation:	Sara Hartzell
StarTran:	Brian Praeuner
Planning:	David Cary/Paul Barnes, Steve Henrichsen
Urban Development:	Wynn Hjermsstad
Lincoln-Lancaster County Health:	Mike Heyl, Chris Schroeder
Building and Safety:	Terry Kathe
Lincoln Police Department:	Captain Donald Scheinost

Work Tasks / Accomplishments

Complete Streets Implementation Team Meetings

During 2020, 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 2020:

- Thursday, April 23rd
- Tuesday, May 19th
- Monday, June 29th
- Tuesday, August 18th
- Thursday, September 3rd
- Friday, November 20th

E-Scooter Sharing Program

The Complete Streets Committee held discussions to determine the status of a pilot program given the Directed Health Measures that were implemented. A 3rd operator was added to the pilot program while one of the originally selected vendors dropped out. The date of the pilot program was reconsidered and extended into 2021.

Downtown Traffic Study

LTU provided the committee with an update in April 2020 on the status of the Downtown Traffic Study to look at the feasibility of creating two-way streets on some Downtown streets. The study was behind schedule while there was additional information being added including two concepts to determine traffic needs and the costs and parking changes with those concepts. The study does acknowledge that a two-way conversion is

feasible. The study will also show a bike facility on 13th Street reflective of the concept in the Lincoln Bike Plan.

Multi-modal Transit Transfer Center (MMTTC)

Brian Praeuner gave an update on the MMTTC to the Complete Streets Committee. The project would include access for Automated Vehicles. The building would provide administrative offices on the second floor – staff, with the exception of operations staff, would move into the new offices. At the time of the presentation, StarTran was still in the design and grant submittal phase. The group would like additional details as design work is being done about the possibility to add floors for development to the building.

Intercity Bus Route

Nebraska Department of Transportation had developed an Intercity Bus Route Feasibility Study between Lincoln and Omaha. The study identifies the need for bicycle facilities at the proposed stops along the route. The Complete Streets Committee discussed what types of bike parking would fit best and it was determined it should be context-based according to respective stops. Stops with higher traffic volumes would require less secure and more parking, while stops with lower traffic volumes may require more secure but less parking.

Village Gardens Pedestrian Easement

Lincoln Transportation and Utilities presented a question related to a pedestrian easement on the Fernhill Pl cul-de-sac which was missed during the Pine Lake Road project. The pedestrian easement would require a switchback built to the west which would affect planted trees. A straight connector would have a grade that would not meet ADA accessibility. As there were other options easily accessible for ADA needs, the committee's suggestion was to install steps if that was agreeable with the Homeowners Association. The HOA decided to not pursue any connection to Pine Lake Road from Fernhill Place.

Complete Streets Website

The Committee reviewed the Bike Lincoln site and agreed that it would make sense to create a Complete Streets page that was separate and interacted with Bike Lincoln and the LTU Active Transportation pages. The page has been created and is live on the new City of Lincoln website. Additional website upgrades include identifying projects that the committee has funded and identifying projects that are planned.

W. Fletcher Avenue

The Committee discussed the pavement condition on the shoulder of W. Fletcher Ave. since staff had been receiving some comments from the public. Some discussion was had but a separate conversation was needed with street maintenance to discuss community members' concerns.

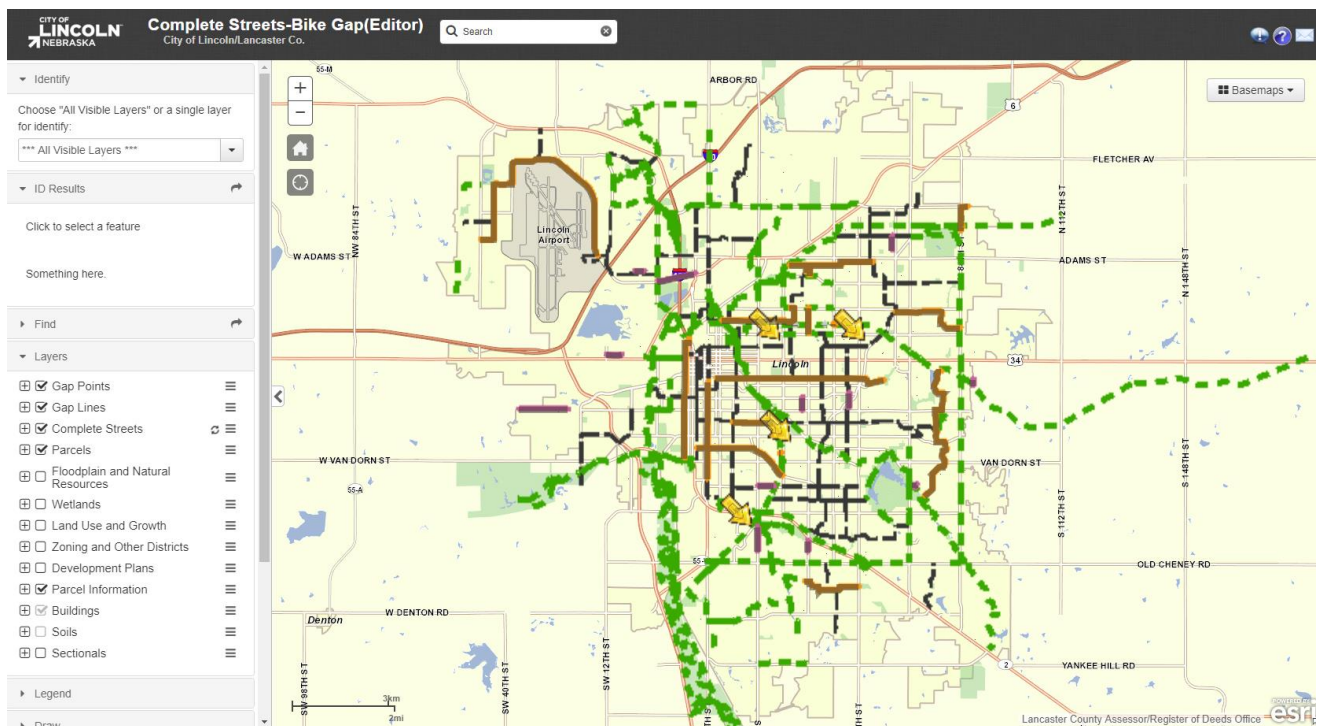
Bicycle Parking

The Complete Streets Committee has set aside funds to fund a bike rack request program. A test website was developed to discuss the details and determine if a website would be the appropriate way to move forward. The Committee made the decision to put together a request form to send out to Business Improvement Districts. Work on this item is still ongoing.

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 to use for project selection. It has been updated as projects are completed, new data becomes available, or new gaps are identified. 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

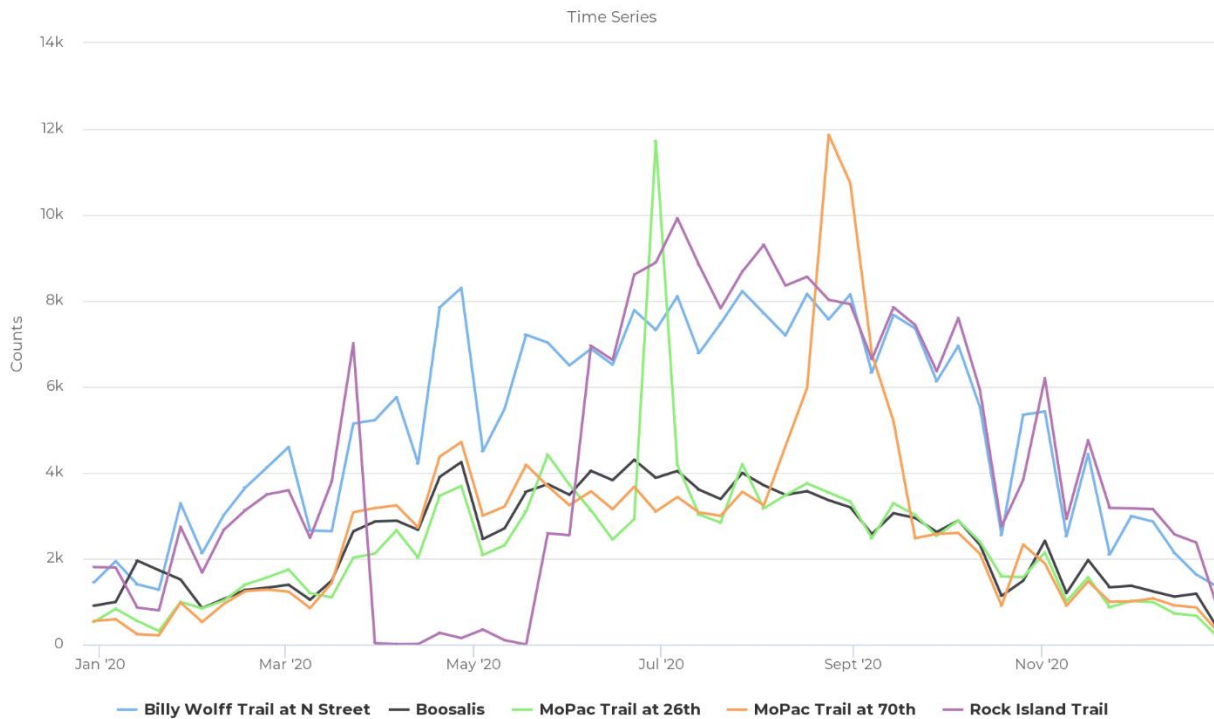


Trail Counters

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 2020, the Rock Island Trail Counter was down for maintenance in April and May. The Rock Island Trail Counter recorded 227,886 users.

- The Billy Wolff Trail Counter was installed and has been recording users since August 2017. In 2020, the Billy Wolff Trail Counter recorded 270,510 users.
- The Helen Boosalis Trail Counter was installed and has been recording users since October 2017. In 2020, the Helen Boosalis Trail Counter recorded 130,200 users.
- The MoPac West Trail Counter was installed in August 2017. In 2020, the counter recorded 124,255 users.
- The MoPac East Trail Counter was installed in August 2017. In 2020, the MoPac East Trail Counter recorded 145,992 users.



Project Selection

The Fiscal Year 2018/19 – 2023/24 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:

- Old Cheney sidewalk connection to Jamaica North Trail
- Wedgewood Manor trail connection to MoPac Trail
- Trail Counter Data

Funding for the Old Cheney sidewalk connection was agreed upon by the committee in the amount of \$38,000, as a part of an RTSD led project.

Funding for the Trail Counter Data was agreed upon by the committee for one year in the amount of \$1,680.

Funding for the Wedgewood Manor was tentatively agreed upon dependent upon the agreement with the Neighborhood Association. The remainder of funds is still under discussion toward future on-street bike projects.

At the end of 2020, \$105,527 in funds is available to be spent on Complete Streets projects. The Committee has discussed the possibility of taking on a larger project and has worked toward saving funds to do so. The newly created Funding Subcommittee is in the process of determining which projects to advance.

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 2020 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.

2020 Formal Project Review Summary

Project	Location	Complete Streets Application
E-Scooter Pilot Program	Downtown Area	Additional micromobility devices added to the transportation system in Lincoln and how that functions.
Downtown Traffic Study	Downtown Area	Review of traffic study and how the Lincoln Bike Plan proposals were incorporated.
Multi-modal Transit Transfer Center	Block between 9 th and 10 th Streets and 'M' and 'N' Streets	Multi-modal access at transit transfer center including advances in technology.
Intercity Bus Route	Lincoln to Omaha metro areas	Multi-modal access to bus stops.
Village Gardens Pedestrian Easements	Fernhill Place and Pine Lake Road	Accessibility of neighborhood to Pine Lake Road and review of ADA needs.
Complete Streets Website	N/A	Provide information for public consumption and review.
W. Fletcher Avenue	West of NW 13 th Street	Citizen concerns about roadway shoulder and accessibility for bikes.
Bicycle Parking	Bike Rack Request Program	Complete Streets funded project.
Trail Counters	City-wide	Discuss enhancing the trail counting system with additional counters and possible digital signage.

Priority Work Items

The following items are expected to be evaluated and discussed by the Complete Streets Committee in 2021:

Work Item	Primary Role and Responsibility
<i>Short-Term Projects</i>	
Develop Funding Subcommittee to provide input on spending Complete Streets funding source and other duties as determined.	General Committee
Develop Policy Subcommittee to provide input on developing parameters of the Complete Streets Committee and other duties as determined.	General Committee
Review the existing Complete Streets Policy and update if necessary.	Policy Subcommittee
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.	Funding Subcommittee
Finalize the bike rack request program including determining how to apply for assistance and how the general administration of the program would be carried out.	Funding Subcommittee
Discuss and review E-scooter Pilot Project (dependent on finalizing a start date).	General Committee
Develop and implement bicycle parking standards including requirements for bike racks with multi-family projects.	Policy Subcommittee
Review Transit Development Plan update.	General Committee
Review bus stop improvements and opportunity for multi-modal access to stops.	General Committee
Educate newly elected officials and the public about Complete Streets and the committee's work. Have distributable materials available on the website for wider education campaign and offer the opportunity to express concerns.	Policy Subcommittee
Review and discuss the Downtown Traffic Study.	General Committee
Discuss how Complete Streets can be implemented in order to support the Climate Action Plan.	General Committee
Discuss Complete Streets Webpage and continue to enhance.	General Committee
<i>Long Term Projects</i>	
Update the Gap Analysis Study and Tool. With the update, include a focus on equity within the transportation network.	General Committee
<i>Continuous Projects</i>	
Review applicable 2020 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.	General Committee

Project selection, implementation, and evaluation of the Complete Streets funded projects.	Funding Subcommittee
Continue to examine plans, City policies and other guidance for Complete Streets conformance, including the Lincoln Standard Plans.	General Committee
Track implementation of projects using Complete Streets funding in CIP process.	Funding Subcommittee
Track state level legislative efforts applicable to Complete Streets.	Policy Subcommittee
Discuss implementation of the Lincoln Bike Plan.	General Committee
Discuss Long Range Transportation Plan and provide input throughout the process.	General Committee