



TRANSPORTATION COMMISSION STUDY SESSION
Monday, May 6, 2019 5:00 PM
City Commission Room, City Hall, 6 E. 6th Street

- [Review Pedestrian Bicycle Issues Task Force Report](#)

TRANSPORTATION COMMISSION REGULAR MEETING
Monday, May 6, 2019 6:00 PM
City Commission Room, City Hall, 6 E. 6th Street

1. Approve Regular Meeting minutes for April 1, 2019

2. General Public Comment

The public is allowed to speak to any items or issues that are not scheduled on the regular agenda. Public comment will not be received for Staff Items, Commission Items, or Calendar. Each person or organization will be limited to three (3) minutes. As a general practice, the Commission will not discuss/debate these items, nor will the Commission make decisions on items presented at this time. Individuals are asked to come to the microphone, sign in, and state their name and address. Speakers should address all comments to the Commission.

3. Neighborhood Traffic Management Program

Action: Recommend approval of the 2019 Neighborhood Traffic Management Program.

4. Membership and Bylaws

Action: Recommend approval of letter from Chair to the City Commission with proposed changes to membership.

5. 23rd Street Multi-modal Corridor Study

Action: Appoint a representative to serve on the Project Advisory Committee for the project study.

6. Staff Items

- Receive staff update on bicycle boulevard project including two additional public meetings.

7. Commission Items

8. Calendar



Next Meeting June 3, 2019

- 5p Study Session: Update on Safe Routes to School Plan, School Area Traffic Control Policy and Receive draft of Lawrence Bike Plan
- 6p Regular Meeting: Recommendation on 2019 Bike/Ped Projects;
Recommendation on 13th Street & 21st Street Bike Boulevard Concept Plan

9. Adjournment

City of Lawrence
Transportation Commission
April 1, 2019 Minutes

MEMBERS PRESENT: Charlie Bryan, Steve Evans, Kathryn Schartz, Ron May, Erin Paden, John Ziegelmeyer, Carol Bowen, Nick Kuzmyak

MEMBERS ABSENT: Donna Hultine

STAFF PRESENT: David Cronin, MSO Department
Charles Soules, MSO Department

A complete video recording of the meeting is available on the City's website at <https://lawrenceks.org/boards/transportation-commission/>

STUDY SESSION

- Presentation on City's Strategic Plan, Capital Improvement Program and budget process
- Receive update on Transit Hub

REGULAR MEETING

The meeting was called to order by Commissioner Evans at 6:00 p.m. in the City Commission Room, City Hall, 6 E. 6th Street.

ITEM NO. 1:

Approve Regular Meeting minutes for March 4, 2019

Moved by Commissioner Bryan, seconded by Commissioner Kuzmyak to approve minutes. Commissioner Schartz abstained because of her absence. Motion passed 7-0.

ITEM NO. 2:

General Public Comment

Public Discussion: Luke Smith

Received request to review regulations on motorized skateboards. The staff Multi-Modal Transportation Team will review and provide follow up memo.

ITEM NO. 3:

Transportation Commission composition

The Commission discussed proposed changes to the membership of the board. Commissioner Evans will work with staff to draft a letter to the City Commission with recommendations for Transportation Commission's approval at the May meeting.

Public Comment: Michael Almon and Luke Smith

ITEM NO. 4:

Staff Items

Staff provided update on Non-motorized Prioritization Policy and Lawrence Bikeway Plan.

Public Comment: Michael Almon

ITEM NO. 5:

Commission Items

- Commissioner Bowen stated the Transportation Commission should get involved in recommendations for planning projects, discussed conflicts between pedestrians and bicycles on shared-use paths and sidewalks, discussed visibility concerns at intersections, and ADA accessibility.

ITEM NO. 6:

Calendar

ITEM NO. 7:

Adjournment

Meeting was adjourned at 7:15 pm.

Transportation Commission Study Session

April 1, 2019

Name	Initials
Members	
Charlie Bryan Lawrence DGCO Health Dept. Representative	CWB
Donna Hultine University of Kansas	
Kathryn Schartz Multi-Modal Transportation / Planning Eng Rep	KS
Nick Kuzmyak PTAC representative	NJK
Carol Bowen Pedestrian Representative	CB
Steve Evans Planning/Engineering Field Representative	SE
Erin Paden Bicyclist Representative	EP
John Ziegelmeyer Local Business Representative	JZ
Ron May USD-497	RM
City Staff	
David Cronin City Engineer	DC
Jessica Mortinger Senior Transportation Planner	
Ashley Myers Transportation Planner	
Charles Soules Assistant Director, MSO	CFS
Jon Marburger Project Engineer	

Transportation Commission Study Session April 1, 2019 Public Sign In Sheet

[illegible]

Transportation Commission Meeting

April 1, 2019

Name	Initials
Members	
Charlie Bryan Lawrence DGCO Health Dept. Representative	CMB
Donna Hultine University of Kansas	
Kathryn Schartz Multi-Modal Transportation / Planning Eng Rep	KGS
Nick Kuzmyak PTAC representative	NJK
Carol Bowen Pedestrian Representative	CB
Steve Evans Planning/Engineering Field Representative	SE
Erin Paden Bicyclist Representative	EP
John Ziegelmeyer Local Business Representative	JZ
Ron May USD-497	RM
City Staff	
David Cronin City Engineer	DC
Jessica Mortinger Senior Transportation Planner	
Ashley Myers Transportation Planner	
Charles Soules Assistant Director, MSO	CS
Jon Marburger Project Engineer	

Transportation Commission Meeting
April 1, 2019
Public Sign In Sheet

Name	Contact Info
Luka Smith	(ph) 316-258-5026 1815 N. Smith Dr (e-mail) lukasmith168@gmail.com OLI-315
Michael Almon	(ph) (e-mail)
	(ph) (e-mail)
	(ph) (e-mail)
	(ph) (e-mail)
	(ph) (e-mail)
	(ph) (e-mail)
	(ph) (e-mail)
	(ph) (e-mail)
	(ph) (e-mail)
	(ph) (e-mail)
	(ph) (e-mail)
	(ph) (e-mail)
	(ph) (e-mail)

Memorandum

City of Lawrence

Municipal Services & Operations

TO: Transportation Commission
FROM: Amanda Sahin, Engineering Program Manager
DATE: April 23, 2019
RE: Agenda Item for Transportation Commission 5/6/18:
Neighborhood Traffic Management Program Budget Allocation

Background

At the November 5, 2018 Transportation Commission meeting the Commission recommended approval of the Neighborhood Traffic Management Program and the repeal of the existing Traffic Calming Policy. City Commission subsequently adopted Resolution 7272 which repealed the Traffic Calming Policy and adopted the Neighborhood Traffic Management Program. The Neighborhood Traffic Management Program (NTMP) is a comprehensive program that aims to maintain or improve existing neighborhood environments through application of the 5E's (Education, Evaluation, Enforcement, Evaluation and Engineering). A work plan will be presented annually as part of the budget process.

There is \$300,000 in 2019 CIP for Traffic Calming (PW17E8CIP) funded through Infrastructure Sales Tax. As part of the 2019 amended budget, staff intends to rename the budget line to Neighborhood Traffic Management Program and shift the funds to the General Fund. This would be accomplished by shifting funds in the Contracted Street Maintenance Program (PW17SM1CIP), \$300,000 of the General Fund will shift to Infrastructure Sales Tax. The Neighborhood Traffic Management Program would then shift to General Fund. This is a zero dollar impact to the City's budget but will allow us to fund non-infrastructure items such as enforcement and education campaigns. The 2020 CIP budget will incorporate the same change in name and funding source for this program

A staff team that was comprised of Engineering, Planning, and Police Department representatives developed the 2019 and 2020 recommended work plan that is detailed below.

Details

A primary goal of the program in 2019 and 2020 will be to reduce speeds on neighborhood streets throughout the community. From the traffic calming requests, submissions on the Traffic Safety Concerns web form, and from data we have collected speeding is a pervasive issue and a major concern throughout Lawrence neighborhoods. Traveling at excessive speeds is consistently linked to crash risk and the probability of severe injury increases greatly as speed increases. The program will use a multi-faceted approach to address this concern. The elements will include:

- Develop an education/encouragement campaign to increase awareness of the risks of speeding and improve the behavior of drivers as it relates to speeding. The City will hire a consultant to develop a comprehensive public education campaign that involves many forms of media designed to reach the diverse demographics in the community.
- Implement a strategic speed enforcement effort that dedicates resources directly to the goals of the program. Guidelines will be established for locations and times for the enforcement based on speed data that is collected. We will evaluate data from the enforcement actions to help determine the program's effectiveness.
- Procure data collection devices to measure vehicle volume and speed.
- Procure data collections devices to measure pedestrian and bicycle activity.
- Consider lowering the speed limit on residential streets to 20 or 25 mph. This has been done in several communities in Kansas and should be considered in Lawrence.
- Build an inventory of temporary traffic calming devices such as: speed feedback signs, temporary speed humps, temporary speed cushions, temporary curbing, flexible delineator posts and other supplies.
- Develop a program to allow neighborhoods to apply for the NTMP to study the neighborhood traffic concerns that effect the livability. Select one neighborhood to act as a pilot study for the program. The program would have aspects of education, enforcement, and engineering and we will evaluate the efforts to determine what, if any, permanent engineering solutions are appropriate. If permanent solutions are recommended they could be included in the following year's program budget.

In order to support all of the efforts listed above the funding over 2019 and 2020 will be approximately split as shown below:

Elements	FY 2019	FY 2020
Education/Encouragement	\$50,000	\$65,000
Enforcement	\$0	\$100,000
Evaluation	\$100,000	\$0
Engineering	\$150,000	\$135,000
Total	\$300,000	\$300,000

2019 budget includes:

- Hire a consultant, through and RFQ process, to begin development of the education/encouragement campaign
- Purchase vehicle speed and volume data collection devices and pedestrian and bicycle data collection devices
- Purchase speed feedback signs, temporary speed humps, temporary speed cushions, temporary curbing, flexible delineator posts and other supplies

2020 budget includes:

- Print media and other supplies to roll out the education campaign developed by a consultant
- Implement the strategic enforcement efforts
- Consider lowering residential speed limits and install appropriate signage if adopted

Another item that needs attention as part of the new program are the 16 locations that were part of the Traffic Calming Project Ranking list that was rescinded. Staff committed to notifying the original requesters and also to increased enforcement efforts for those locations. Municipal Services & Operations staff will notify the requestors and also will collect data to determine the appropriate times of day for the enforcement efforts. Lawrence Police Department will provide the additional enforcement as appropriate for each location. Details on the location of enforcement efforts and the outcome will be provided in a future update to this Commission.

Action

Recommend approval of the 2019 and 2020 work plan as outlined for the Neighborhood Traffic Management Program.

Memorandum

City of Lawrence

Municipal Services and Operations

TO: Mayor Lisa Larsen and City Commission
CC: Transportation Commission
FROM: Steve Evans, Transportation Commission Chair
DATE: April 8, 2019
RE: Transportation Commission Membership

Background

In review of Resolution 7224 adopting standard policies and procedures relating to Advisory Boards and Committees, and Commissions of the City of Lawrence, KS, the Transportation Commission discussed the membership, establishing Resolution 7172 and bylaws.

The Transportation Commission was established with 9 members representing various groups/organizations with interest in transportation related issues including business, bicyclist, pedestrians, transit, Health department, engineering/architecture, multi-modal planning, School District, and the University of Kansas.

Although establishing The Transportation Commission based on these groups/organizations may be most expedient, the Board would recommend that all positions be filled on an at-large basis with the intent to be represented by individuals with interest, experience, and background in multi-modal transportation. Board members should be appointed to represent the community, understanding the diverse needs and interest of all users including pedestrians, bicyclist, those with disabilities, motorists and transit users. In its final composition the Board believes this methodology will result in the most efficient and broad overlay of representation, knowledge and interest in its members.

To be most effective and efficient, the Commission would also recommend that the membership be seven members. All members should be residents of the City of Lawrence and appointed solely by the Mayor.

Finally, to reflect the intents of the many different users of our transportation system, the Commission would recommend changing the name to the Multi-Modal Transportation Commission of the City of Lawrence.

Respectfully Submitted,

Steve Evans
Chair

Memorandum

City of Lawrence

Municipal Services & Operations

TO: Transportation Commission
FROM: Dave Cronin, City Engineer
Jessica Mortinger, Transportation Planning Manager
DATE: April 29, 2019
RE: Agenda Item for Transportation Commission 5/6/18:
23rd Street Multi-modal Corridor Study – Project Advisory Committee

Background

The Lawrence - Douglas County Metropolitan Planning Organization (MPO) contracted with Olsson, Inc. to conduct the 23rd Street Multi-modal Corridor Study. The study will utilize charrettes, which is an intensive planning session where people collaborate on a vision for the future with immediate feedback to designers. Two committees (Steering Committee and Project Advisory Committee) are being formed by the MPO Policy Board; the compositions are listed below.

Project Advisory Committee	
Brit Crum-Cano	City of Lawrence - Economic Development - Lawrence Venture Park
Stephen Prue	Haskell University
Appointed by BCC	Douglas County Fairgrounds
Kaitlyn Peine	Douglas County Extension
Ron May or designee	Lawrence Public Schools
Joshua Gapetz	Lawrence Community Shelter
Appointed by TC	Transportation Commission representative
Appointed by MPO BAC	MPO Bicycle Advisory Committee representative
Appointed by Mayor	Property owner within 1,000'
Appointed by Mayor	Business owner within 1,000'

Steering Committee	
Jeff Crick	Planning & Development Services
David Cronin	Municipal Services & Operations
Jacob Baldwin	Municipal Services & Operations
Allison Smith	KDOT
Jessica Mortinger	MPO
Ashley Myers	MPO

Planning Process

The study will include in-person and online engagement and will follow the Public Participation process outlined in the Metropolitan Planning Organization's (MPO) [Public Participation Plan](#)¹. A three-day visioning and planning charrette and two-hour public open

¹ <https://assets.lawrenceks.org/assets/mpo/ppp/PPP.pdf>

house will be held to gather input on the project. A survey will be utilized to gather input on existing conditions. Mailers will be sent to all property owners within 1,000 feet of E. 23rd Street, from Learnard Ave. to the eastern city limits, notifying them of the open house and survey. Notifications of public input opportunities will be sent via the City's e-subscription service to the MPO's Transportation Planning, MPO Policy Board, MPO Technical Advisory Committee, the Lawrence Transportation Commission, and media lists.

A work session will be held with the Transportation Commission to report on progress before the final draft of the plan is developed. Once the plan is drafted it will be presented to the Technical Advisory Committee, MPO Policy Board, and the Transportation Commission prior to consideration by the Lawrence City Commission.

A work session will be held with the Transportation Commission to report on progress before the final draft of the plan is developed. Once the plan is drafted it will be presented to the Technical Advisory Committee, MPO Policy Board, and the Transportation Commission prior to consideration by the Lawrence City Commission.

In-Person Engagement

A three-day visioning and planning charrette will be held during the week of June 24 at the Douglas County Fairgrounds Flory Meeting Hall (2120 Harper Street). On the first day, the team will work with the Steering Committee and the Project Advisory Committee to establish a vision for the plan and develop a set of guiding principles to inform the broader planning process and charrette. On days two and three, the team will explore potential solutions for achieving this defined vision through a charrette, utilizing preference exercises, individual and group discussions, and other activities. The consultant team will use preliminary information and maps to establish the project vision, gather feedback, and sketch concepts in real-time. This process will be exceptionally interactive allowing the public to see how the process incorporates their input.

Residents will be invited to an open house to view the progress from the charrette and share their thoughts on the outcome at the end of the second day. On the third day, the Steering Committee, will review the public input, preferred concepts, and ideas to draft a conceptual plan for 23rd Street.

Project Advisory Committee/Steering Committee Meetings:

Monday, June 24th

1:00 – 5:00 pm: Meeting – *Visioning Session*

Tuesday, June 25th

8:00 – 9:00 am: Meeting – *Existing Conditions Presentation*

4:00 – 5:00 pm: Meeting – *Review of initial concepts*

Wednesday, June 26th

11:30 – 1:00 pm: Meeting – *Narrowing session*

Thursday, June 27th

11:00 – 1:00 pm: Meeting – *Final concept review*

Online Engagement

Additionally, online engagement will be utilized allowing interested participants to learn how to be involved in the process and provide input on the existing conditions via an online survey, which will be available prior to the charrette process. Information about the process, meetings, open house, and survey will be posted on the project webpage at <https://lawrenceks.org/mpo/23rd-st-corridor-study>.

Action

Appoint a representative of the Transportation Commission to serve on the Project Advisory Committee.

2019 CITY OF LAWRENCE TRANSPORTATION COMMISSION CALENDAR

Study Sessions begin at 5:00PM Regular Meetings begin at 6:00PM		
January – No meeting	February 4	March 4
April 1	May 6	June 3
<u>Study Session:</u> <ul style="list-style-type: none"> Strategic Plan; CIP/budget process Receive update on Transit Hub <u>Regular Meeting:</u> <ul style="list-style-type: none"> Discussion on composition of Transportation Commission 	<u>Study Session:</u> <ul style="list-style-type: none"> Review Pedestrian Bicycle Issues Task Force Report <u>Regular Meeting:</u> <ul style="list-style-type: none"> Discussion on composition of Transportation Commission Recommendation on 2019 Neighborhood Traffic Management Program 	<u>Study Session:</u> <ul style="list-style-type: none"> Update on Safe Routes to School Plan School Area Traffic Control Policy Receive draft Lawrence Bike Plan <u>Regular Meeting:</u> <ul style="list-style-type: none"> Recommendation on 13th Street & 21st Street Bike Boulevard Concept Plan Recommendation on 2019 Bike/Ped Projects Information on regulations for transportation devices
July 1	August 5	September 9
<u>Study Session:</u> <ul style="list-style-type: none"> Non-motorized Project Prioritization <u>Regular Meeting:</u> <ul style="list-style-type: none"> Recommend approval of Lawrence Bike Plan 	<u>Study Session:</u>	<u>Study Session:</u>
	<u>Regular Meeting:</u> <ul style="list-style-type: none"> Recommend approval of Non-motorized Project Prioritization 	<u>Regular Meeting:</u> <ul style="list-style-type: none"> East 23rd Street Planning Study
October 7	November 4	December 2
<u>Study Session:</u>	<u>Study Session:</u>	<u>Study Session:</u>
<u>Regular Meeting:</u>	<u>Regular Meeting:</u>	<u>Regular Meeting:</u>
Future Study Session Topics:		
<ul style="list-style-type: none"> Downtown Master Plan parking/multi-modal transportation components ADA Transition Plan update Transportation/Land-use relationship City Comprehensive Plan and Transportation Plan Lawrence Loop – 8th Street to 11th Street and 29th Street Project STAR transition to LEED (Sustainability Coordinator) Update on sidewalk maintenance program Distracted Driving Grant Opportunities 		
Future Regular Meeting Items:		
<ul style="list-style-type: none"> E. 19th Street – Haskell to O'Connell design options Kasold – 22nd Street to Clinton Parkway Crossing - 11th St & New Hampshire 		

Revised: 4/29/2019