

**TECHNICAL ADVISORY COMMITTEE (TAC)
MINUTES**

Tuesday, May 2nd, 2006

MEMBERS PRESENT:

Terry Riordan (MPO)	Keith Browning (DG Co. PW)
Bill Ahrens (Planning)	Sheila Stogsdill (Planning)
Rene Hart (KDOT)	Debbie Van Saun (Ass't. City Mgr.)
Cliff Galante (Lawrence Transit)	

OTHERS PRESENT: Kelsy Marr (Planning)

1. Call to Order

Chair called the meeting to order at 1:35 PM. A quorum was present.

2. Action Item: Approval of Minutes

The minutes of the Mar. 7, 2006 TAC meeting were approved as submitted. Motion by Browning, second by Galante. Unanimously approved.

3. Action Item: TAC Bylaws

Staff provided the committee with draft bylaws for review and consideration. Adopted TAC bylaws had been provided by the Topeka and Wichita MPOs and staff used these as guidance to develop bylaws for the TAC. Members noted corrections needed to several items:

- 4.4 – insert missing word. "Planning department staff shall *serve*..."
- 5.5 – 2nd paragraph, correct spelling. "...by unanimous consent, *elect* to..."
- 6.4.2 – correct numbering and revise wording. "*Minutes shall be provided to all TAC memners for review*..."
- 6.4.3 – correct numbering
- 6.4.4 – correct numbering
- 6.5 – correct numbering
- 6.6 - correct numbering

KDOT commented that perhaps the TAC should not have an MPO member, the Transportation Planner, or Assistant City Manager since those positions also serve in other capacities and TAC membership could be a conflict of interest. Staff indicated that those positions serve as voting members on other MPO's TAC committees and that inclusion of those positions on Lawrence's TAC reflects past TAC structure. Committee consensus was that the TAC structure has worked well in the past and should be maintained, those positions serve as liaisons with other boards and departments, and is consistent with other MPOs.

Riordan asked how the TAC chair has been designated in the past. Ahrens replied that the TAC chair has always been the appointed MPO member. These bylaws propose to alter that arrangement and change to an elected chairperson.

Moved that TAC adopt the By-Laws with revisions stated. Motion by Galante, second by Van Saun. Unanimously approved.

4. Discussion Item: Lawrence/KU Coordinated Public Transit Study

A ten-member study team has been formed consisting of five representatives each from the City of Lawrence and KU. Lawrence Transit sent out an RFP and the study team interviewed 4 consultants, selecting Dan Boyle Associates of San Diego, CA. The consultant will be available at the KU Open House on May 9th. Scope of work and contract are pending. Galante anticipates a 6-7 month study to be completed by the end of 2006.

5. Discussion Item: T2030 Public Comment Website

Ahrens briefed the TAC on the bulletin board site for public comment on the plan update. The bulletin board has been activated with links posted on the Lawrence Planning, City of Lawrence, and Douglas County websites. Information about the board's availability will also be provided through flyers, contact with neighborhood associations, and other organizations. Staff and the T2030 Committee hope that this will provide an additional public information and public comment venue to supplement the public participation process.

TAC discussed the possibility of inviting city and county commissioners to participate in the T2030 committee. The MPO Chair will appoint two vacancies at the Planning Commission's mid-month meeting, following which, the planning director will contact the city manager and county administrator to request that the commissions consider appointing one commissioner each to T2030.

6. Discussion Item: Transportation Plan Update Process

Staff and consultant are assembling data for use in the conversion of the travel demand model. Staff will provide traffic counts, GIS files of aerial photography, street centerline, and number of lanes, copies of traffic impact studies, and SYNCHRO files for signalized intersections. LSA is currently working on validation of the model with the provided data. Consultant will provide recommendations on revised traffic analysis zones (TAZ) and base year (2005) street network.

Staff is working on assembling base year dwelling unit and employment data for Lawrence and Douglas County. Staff, T2030, and TAC will be asked to update the future land use map from 2025 to 2030. After assembling base year TAZ data and updating the land use map, staff will develop initial 2030 projections for review.

7. Other Business:

A. Rideshare project

The MPO, Lawrence Transit and Mid-America Regional Council (MARC) are initiating a joint ridesharing project. Software acquisition will be jointly funded by MARC and Lawrence Transit, while the MPO will participate with MARC in annual maintenance and upgrade. The rideshare program is web-based and users will be able to register, enter commute information and preferences, and receive matches via the internet. The site will be activated at the end of May.

B. ITS study session

An informational briefing/study session on ITS will be held on May 11 at 10:00 AM. KDOT staff will brief Lawrence and Douglas County Commissioners on ITS and the requirement for the metro area to develop an ITS architecture plan.