Complete Streets Implementation Team Implementation Phase: Meeting #7

July 1, 2020

Agenda

- Introduction
- Review and approval of June meeting minutes ⭐
- Community Engagement Plan
- Design Manual
- Project prioritization
- Brief updates
  - Sidewalk policy
- Next steps

COMMUNITY ENGAGEMENT PLAN

Community Engagement Plan

- [content]

DESIGN MANUAL

Design Manual

- Chapter 1 (Introduction and General Information) will be rewritten to incorporate Complete Streets principles, project delivery process, community engagement, etc.
- Chapter 2 (Design of Roads) and Volume IV typical sections will be updated based on the street typology
- Chapters 3 (bridges) and 5 (traffic) will also be updated
- Chapter 4 (APFO) will not be updated under this effort, except for possibly minor "housekeeping" items

Design Manual – Chapter 1 Outline

- 1.1 Introduction (primarily new content)
  - A. How to use this manual
  - B. How this manual was developed
  - C. Benefits of Complete Streets
  - D. Complete Streets policy
  - E. Vulnerable Population index and Priority Areas
  - F. Authorization

Design Manual – Chapter 1 Outline

- 1.2 Project Types and Delivery Process (significant rewrite of existing content)
  - A. Capital projects
  - B. Land development projects
  - C. Project prioritization
  - D. Community Engagement Plan
  - E. Exceptions

Design Manual – Chapter 1 Outline

- 1.3 Street Types
  (significant rewrite of existing content)
  - A. Land use context
  - B. Transportation context
  - C. Typology
  - D. Bike Howard overlay
  - E. Scenic roadway overlay
  - F. Trade-offs

Design Manual – Chapter 1 Outline

- Other sections of Chapter 1 will have less significant modifications
  - 1.4 Engineering Reports
  - 1.5 Surveys
  - 1.6 Construction Plans
  - 1.7 Construction Specifications
  - 1.8 Record Drawings
  - 1.9 Definitions
  - 1.10 Abbreviations

Design Manual – Chapter 4

- One modification is needed to comply with the Complete Streets policy:
  - Section 4.9.2.A.2: In Table 2, change "eight-foot-wide bike path" to "ten-foot-wide shared use pathway"
- Some sections may benefit from modification or clarification:
  - 4.2.C. If collector classifications are combined, wording needs to be revised
  - 4.3.C.3. Background growth rate of 3% or 6% may be worth reconsidering
  - 4.9.1.C. Pedestrian Level of Service (PLOS) and Bicycle Level of Service (BLOS) may require clarification

Design Manual

- As noted last time, updates will be reviewed by the core team before being brought to the CSIT

PROJECT PRIORITIZATION

Project prioritization

- Internal meeting held on June 19
  - Senior staff from the Administration, Budget, Transportation, DPW, and DPZ participated
  - The goal is to better understand the County's current capital budget development process to help determine how to introduce prioritization in a way that effectively advances Complete Streets while avoiding unnecessary disruption to the existing process
  - Discussed the requirement in the Complete Streets policy to have a prioritization process for transportation projects; all attendees acknowledged this is necessary
  - Considered how prioritization may work for individual projects vs "programs of projects"
  - Will follow up with individual or small group interviews about how prioritization can fit into the budget development process

Project prioritization questions

- How are transportation projects added or adjusted in the capital program?
  - 1. How are transportation projects added to the capital program each year?
  - 2. Is there clear guidance and definition of criteria used for selecting capital projects?
  - 3. How do transportation projects move from:
    - a. Concept to design?
    - b. Design to engineering?
    - c. Engineering to construction?

Project prioritization questions

- Use of condition assessments
  - 4. Are there projects that should be evaluated using an asset inventory and condition assessment process, that are not currently evaluated using this process?
  - 5.How is the allocation of funding determined between system preservation and new/expansion projects?

Project prioritization questions

- Financial determinations
  - 6. How is allocation of funds related to county goals and policy priorities?
  - 7. How is the allocation of funds for program levels (rather than individual projects) determined each year?
  - 8. Are feasibility studies conducted prior to committing to potential projects? Is there funding allocated each year for new feasibility studies?
  - 9. How are yearly cashflows determined for multi-year projects?
  - 10. What process is used for project controls? Is there an internal project status reporting process and review for approval of modifications in scope, budget and schedule?

Project prioritization questions

- Public involvement
  - 11. How is the public involved in the creation of the capital budget?

Project prioritization

- Anticipated schedule (revised)
  - Meetings and interviews in late June into early July
  - Initial draft, testing, and iteration in July and early August
  - Refined draft to core team by August 19 meeting
  - Adjustments as needed
  - Refined draft to CSIT by September 2 meeting
  - Adjustment as needed
  - Approval by core team at September 16 meeting
  - Approval by CSIT at October 7 meeting
  - Delivery to Council in October

BRIEF UPDATES

Sidewalk policy

- [content]

NEXT STEPS

Next steps

- Next meeting
  - Wednesday, August 5, 3:00 pm
- Action items from this meeting