




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

