

CITY COUNCIL
COMMUNITY PLANNING AND TRANSPORTATION
COMMITTEE MINUTES

February 22, 2012

The City Council Community Planning and Transportation Committee of the City of Norman, Cleveland County, State of Oklahoma, met at 5:32 p.m. in the Conference Room on the 22nd day of February, 2012, and notice and agenda of the meeting were posted in the Municipal Building at 201 West Gray and the Norman Public Library at 225 North Webster 48 hours prior to the beginning of the meeting.

PRESENT: Councilmembers Gallagher, Kovach, Lockett, and Chairman Dillingham

ABSENT: None

OTHERS PRESENT: Mayor Rosenthal
Councilmember Jim Griffith
Ms. Susan Connors, Planning and Community Development Director
Mr. Steve Lewis, City Manager
Mr. Angelo Lombardo, Traffic Engineer
Mr. Shawn O'Leary, Director of Public Works
Mr. David Riesland, Traffic Engineer
Ms. Karla Chapman, Administrative Technician

OTHER GUESTS PRESENT: Mr. Curtis Brown, Garver, LLC
Ms. Jacy Crosbie, Ward 6 Council Candidate
Ms. Vicky Holland, CART
Mr. Steven Tyler Holman, Concerned Citizen
Mr. Rhett Michael Jones, Ward 4 Council Candidate
Mr. Stephen Koranda, Norman Convention and Visitors Bureau
Mr. Michael Moorman, Director of OU Architect and Engineering Services
Mr. Doug Myers, OU Parking and Transportation Administrator
Ms. Chris Nanny, Chair, CTP Stakeholder Visioning Committee
Ms. Janice Oak, Progressive Independence
Mr. Cody Ponder, CART
Mr. Jeffrey Schmitt, OU Architect and Engineering Services
Mr. Walt Strong, Max Westheimer Airport
Ms. Tawnya Valencia, A-1 Taxi
Mr. Wayne Wickham, OU, CART Transit Operations Manager

PRESENTATION BY REPRESENTATIVES FROM THE UNIVERSITY OF OKLAHOMA REGARDING THE RELOCATION OF THE BUS STAGING FACILITY FROM THE SOUTH OVAL TO BROOKS STREET.

Mr. Shawn O'Leary, Director of Public Works, introduced Mr. Michael Moorman, Director of University of Oklahoma (OU) Architect and Engineering Services, and said Mr. Moorman and his team share details regarding the relocation of the bus staging facility from the South Oval to Brooks Street. Mr. Moorman said the OU campus has been changing to a more pedestrian-friendly campus for many years. He provided a map of the proposed OU Bus Stop Facility reflecting the recommended changes and said the proposed bus staging facility on Brooks Street will accommodate the bus stops that will need to be relocated when OU converts Van Vleet Oval into Scholars Walk. Mr. Moorman said the new bus stop facility is anticipated to be constructed in conjunction with the expansion of the

parking lot immediately north of Brooks Street and the reconstructed parking lot would expand northward into the area left vacant by the recent demolition of Rhyne Hall. He said the plan is to completely take vehicles off Van Vleet Oval and off the section of street in front of Richards Hall replacing it with pavement.

Mr. Moorman said the plan will also keep traffic access in two (2) directions on Asp Avenue to a point where a turnaround for buses coming north on Asp Avenue will have a place to turn around to go back south to park for bus stops. He said the turnaround is currently in the design phases and will accommodate access to the parking garage as well as accommodate emergency and fire vehicles.

Mr. Moorman said approximately six of the Cleveland Area Rapid Transit (CART) bus stops located in the campus area will need to be relocated in order to complete this project and the plan is to keep CART bus stops related to the shuttle runs in the central part of campus since they are primarily for students traveling from Lloyd Noble Center and/or from apartments located east and west. He said the bus stops that are predominantly non-university traffic, such as people riding CART bus routes around the entire community, would be moved to Brooks Street.

Mr. Curtis Brown, Garver, L.L.C., said the proposal includes widening Brooks Street while maintaining it as a two (2) lane street with bicycle lanes on the outside. Mr. Brown said the curb will be bumped out approximately 11 feet to create and allow parallel parking for up to three (3) CART buses. The proposal also includes bus shelters and expanded sidewalks on Brooks Street as well as a signalized intersection at the corner of Brooks Street and Jenkins Avenue. The signalization will also include pedestrian signals in the form of pavement lights on the crosswalks. Mr. Moorman said the City already had a planned signalization at this intersection; however, OU is paying for the design work in order to accelerate the installation of the signal. Mr. Brown said another pedestrian crosswalk will be constructed on the east end of Brooks Street; although the crosswalk will not have signalization, it will have some type of pedestrian lights allowing pedestrian loading and unloading of CART buses. American Disabilities Act (ADA) issues will be addressed at Jenkins Avenue and Brooks Street intersections as well as the future Rhyne Hall parking lot.

Mr. O'Leary said the intersection of Jenkins Avenue and Brooks Street has a serious bottleneck issue for traffic and Staff submitted a signalization project for federal funding in December 2011. He said the federal funding has been approved and originally was scheduled to be completed in a couple of years; however, since OU is assisting with the intersection design work, the signalization will be completed before the two year mark. He said the proposed bus stop construction on Brooks Street will begin this summer after the OU semester ends and be finished before Fall 2012 semester begins.

Councilmember Kovach asked if the project has modeled traffic impact on Brooks Street and Mr. Doug Myers, OU Parking and Transportation Administrator, said OU has not completed a full traffic study. Mr. Myers said there will be increased large vehicle traffic on Brooks Street and felt initially the construction may be a little difficult because the intersection will still only have a three-way stop sign. He said once the signalization is completed it will address and enhance traffic flow. Chairman Dillingham asked how many more CART buses will run once the bus staging facility is constructed and Mr. Myers said there will not be any more CART buses running but the service time will be improved. Mayor Rosenthal asked if the staging area will include a turn-around and Mr. Myers said the buses will exit off Brooks Street. He said there will be six to seven CART buses less per hour than currently. Mayor Rosenthal asked about the traffic count in the area and Mr. Angelo Lombardo, Traffic Engineer, said there is not an accurate traffic count at this time. Mr. Lombardo said the justification for the proposed traffic signal at Jenkins Avenue and Brooks Street is not driven by vehicle traffic volume but rather because of the huge number of pedestrians who cross this intersection. He said there is plenty of capacity on Brooks Streets to handle the expected 50 CART buses per day. Councilmember Gallagher asked if citizens will be able to park at the proposed parking lot and ride the CART buses and Mr. Myers said the parking lot will not be large enough for citizens to park and ride. Mr. Myers said the proposed parking lot will be primarily for University parking and will be a controlled parking lot.

Items submitted for the record

1. Map of proposed University of Oklahoma (OU) Bus Facility prepared by Garver, LLC

CART RIDERSHIP REPORT INCLUDING SAFERIDE AND EXTENDED SERVICE.

Mr. Doug Myers, OU Parking and Transportation Administrator, said that CART numbers continue to grow. Chairman Dillingham asked if CART would be requesting additional City funding and Mr. Myers said yes, CART would be sending a request letter to the Mayor and City Manager for \$500,000 for July 1, 2012, and if approved, would recommend the funding be used to reopen the CART access secondary zone that was recently discontinued. Councilmember Kovach felt the West Norman Link is under utilized and wondered if CART periodically reviewed the routes to determine if a particular route needed to be eliminated. Mr. Myers said yes and stated the West Norman Link was initially supposed to serve the westside Norman Regional Hospital (NRH). He said NRH originally was planning to help fund the West Norman Link and the funding never materialized, but he will follow up with the NRH board members. Mr. Myers said the route numbers for the West Norman Link have been relatively low, therefore the hours and Saturday service were reduced, but if NRH chooses to help fund this route CART will restore the hours and Saturday service. Councilmember Gallagher asked how much funding would CART request from NRH and Mr. Myers said CART would request \$50,000 to \$100,000. Chairman Dillingham felt since NRH serves so many citizens who depend on CART buses, they should be a funding participant and as a public trust for the citizens of Norman should support public transportation. Ms. Chris Nanny said the Social Security route appears to be under utilized and Mr. Cody Ponder, CART, said the numbers are low primarily because that particular route only operates twice a week rather than daily like the other routes. Mr. Ponder said CART is able to access federal funding for both the West Norman Link and Social Security CART routes. He said federal funding pays for 50% of the operating costs of those routes, but the annual federal funding is not a guarantee.

Items submitted for the record

1. Cleveland Area Rapid Transit Ridership Totals for the Month of January 2012

FOLLOW-UP DISCUSSION REGARDING RESULTS OF THE COMMUNITY SURVEY AND THE DRAFT SCOPE, INCLUDING THE NEXT STEPS, FOR A COMPREHENSIVE TRANSPORTATION PLAN.

Mr. Shawn O'Leary, Director of Public Works, said Staff presented Council with the survey results and recommended a scope of work for a Comprehensive Transportation Plan (CTP) last week. He said Staff also requested Council direction as to whether Norman should have a CTP and if so, what should be included in the CTP.

Mr. David Riesland, Traffic Engineer, distributed survey comparison results of the online CTP survey and statistically valid survey performed by ETC. Mr. O'Leary felt there were some very consistent responses while other areas of the CTP were not consistent and said typically a web survey will obtain clusters of people who represent one interest as opposed to a true distribution of interest across the board.

Mr. O'Leary distributed a CTP schedule to the Committee should Council choose to go forward with a CTP. He said the CTP schedule would be approximately an 18 month process and include a lot of public involvement as well as additional Visioning and Steering Committee meetings. Mr. O'Leary said Staff included the CTP in the Capital Improvements Projects (CIP) recommendations for FYE 2013. He said the budget request is based upon the estimate provided by Lochner and upon the scope of work that Staff has described and recommended to Council.

Mr. O'Leary said if Council approved a CTP in the FYE 2103 Capital Budget, Staff would develop a Request for Proposal (RFP) to select and hire a firm to perform the CTP rather than waiting for July 1, 2012, when FYE 2013 begins. He said the selection of the firm is a very critical part of the CTP process and Staff would like to have a RFP for Council consideration in July 2012. Mr. O'Leary said if Council approved an RFP in July it would allow Staff and the consultant to begin the CTP process in early August and deliver the final plan in July 2013.

Councilmember Lockett asked how much has been spent to date regarding the CTP and Mr. O'Leary said approximately \$42,000. He said \$30,000 was in the current Capital Budget which was paid to Lochner and the CTP survey was \$12,000. Councilmember Lockett asked if that amount included Staff time and Mr. O'Leary said no. Mr. O'Leary said Staff time has not been tracked to date but would do so if Council desires. Councilmember Lockett requested Staff time to be tracked to date, i.e., during the visioning phase of the CTP, as well as provide Staff time for the remainder of the CTP.

Councilmember Kovach asked how long it would take Staff to conduct interviews and select a CTP firm if Council directed Staff to do so and Mr. O'Leary said approximately 45 to 60 days from beginning to releasing a RFP for Council consideration which would include committee meetings, negotiating a contract, etc. Mr. O'Leary said if Council approved the CTP scope of work, Staff would send the scope of work along with a proposed RFP to approximately 75 to 100 firms across the country practicing some form of traffic engineering. Councilmember Kovach felt everyone would agree that the 2030 Land Use and Transportation Plan (LUP) is past due and relies heavily on the proposed CTP. He wondered if Council supported the CTP package and extra funds were available in the Capital Budget, should Staff be given the go ahead rather than waiting until August to begin a CTP. He said he understands parts of the CTP and 2030 LUP could be done simultaneously, but felt the majority of the CTP must be completed before the 2030 LUP could be well under way and was not sure it would be a possibility. He said if it was, he would be supportive of accelerating the CTP.

Chairman Dillingham asked what the amount would be for a RFP if Council requested Staff move forward now, rather than waiting for FYE 2013 and Mr. O'Leary said it would be purely Staff time and work. Mr. O'Leary said Staff can begin immediately at Council's direction. Chairman Dillingham also felt the transportation piece is critically lacking in the City's LUP and the CTP is needed in order to do an adequate 2030 LUP. The Committee discussed and agreed that Staff should move forward with the RFP for Council consideration, to be considered early July 2012 for the FYE 2013 Budget.

Mayor Rosenthal said a CTP presentation is quite complicated and asked if the CTP schedule and scope of work could possibly be streamlined. She requested Staff to re-look at the presentation and scope of work before sending out RFPs. Mr. O'Leary said this could be done and it was Lochner's intent to have a community-based process within the CTP, but said the visioning process received a lot of public input. Chairman Dillingham said she did not want to diminish good public input but felt the proposed CTP schedule and scope of work could be structured to have fewer sub-committee meetings and Mayor Rosenthal suggested having more open houses where everyone can attend.

Chairman Dillingham said there was consensus and requested Staff to proceed with working on an RFP for Council consideration.

Items submitted for the record

1. ETC Survey Results, including On-Line Survey Results
2. Norman Moving Ahead Comprehensive Transportation Plan Schedule

MISCELLANEOUS DISCUSSION.

None.

The meeting adjourned at 6:30 p.m.

City Clerk

Mayor