

North Central Texas Council of Governments

MEETING SUMMARY

Sustainable Public Rights-of-Way Subcommittee

Tuesday, December 6, 2022

9:30am, Microsoft Teams

[https://teams.microsoft.com/l/meetup-](https://teams.microsoft.com/l/meetup-join/19%3ameeting_NjdmZTBiNzMtZTlkYi00NzJiLWFhNjQtMjViYTM1MGE1NGRj%40thead.v2/0?context=%7b%22Tid%22%3a%222f5e7ebc-22b0-4fbe-934c-aabddb4e29b1%22%2c%22Oid%22%3a%22e7c72112-daf4-4028-9344-50c459b1027e%22%7d)

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Or call in (audio only)

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Phone Conference ID: 738 229 730#

Chair: Caroline Waggoner, City of North Richland Hills

1. Welcome and Introductions.

Jason Heflin (NCTCOG) introduces new Subcommittee Chair Caroline Waggoner (North Richland Hills) and then asks all attendees to introduce themselves.

DISCUSSION ITEMS

2. **Best Management Practices (BMP) Guidebook Overview.** The Subcommittee will discuss a BMP Guidebook for the region that incorporates best practices for ROW implementation related to topics including, but not limited to
 - a. Landscape Planning and Vegetation Maintenance (draft chapter completed)
 - b. Utilities (content to be dispersed throughout Guidebook)
 - c. Complete Streets (current chapter)
 - d. Green Infrastructure and Low Impact Development
 - e. ROW Planning, Administration and Policy

Jason Heflin presents information on the Best Management Practices Guidebook and the work that has been done previously in the subcommittee.

3. **Complete Streets Chapter.** The subcommittee will review existing references about Complete Streets provided by NCTCOG.

Jason Heflin presents some slides on Complete Streets to the subcommittee.

- Caroline Waggoner (North Richland Hills) spoke regarding context-sensitive design and the need to reassure people that Complete Streets shouldn't be developed at the expense of vehicles. The concept of Complete Streets needs to be better defined for engineers. The subcommittee should emphasize a phased approach to Complete Streets, not an all or nothing approach. Caroline Waggoner also said

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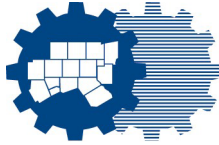
that she was hoping to hear the experience of Fort Worth and Weatherford who have delved into Complete Streets Design.

- Robert Woodbury (Cedar Hill) said that the Complete Streets chapter could act as an executive summary for the BMP and to include right of way and easement acquisition detail. There needs to be consideration for the overall structure of the document.
- Robert Woodbury asked if the potential topics for the Complete Streets chapter is in addition to what we already have in the guidebook and if it would include utilities. Kate Zielke (NCTCOG) answered that utilities will be incorporated throughout the guidebook. The guidebook could include utilities in sections on interagency coordination and design.
- Jason Heflin noted that during the Regional Transportation Council (RTC) meeting rural context was a contentious issue.

OTHER BUSINESS AND ROUNDTABLE DISCUSSION

4. Roundtable Discussion.

- Caroline Waggoner asked that since Complete Streets is such a big topic, what is the staff's recommendations are how we start.
- Kate Zielke suggested an iterative process with additional research from NCTCOG on what to include. The subcommittee could approve topics to include, the staff would then draft content and the subcommittee would approve the content.
- Edith Marvin (NCTCOG) said that we should open up the local context links shared in the presentation and talk about what we want to include.
- Matt Leppla (Weatherford) said Complete Streets is another tool to work with developers to ensure they were recognizing the need to get on board with addressing more modes of transportation than just cars. The City of Weatherford has to come up with a Complete Streets cross section for their development process. This creates an opportunity for the city to partner with developers. Their policy is simple, broad, and leaves room for interpretation.
- Caroline Waggoner asked Matt Leppla what has happened since implementation. Matt responded that he doesn't think there have been any updates to the original policy.
- Brandi Kelp (Fort Worth) said that when considering Complete Streets and sustainable medians that maintenance requirements such as mowing need to be taken into account. Naturally maintained medians are great, but there is a need to set expectations with the community about what that will look like, including the different mowing requirements.
- Edith Marvin referenced the landscaping chapter as addressing median maintenance needs. She also stated that Complete Streets is a really broad topic which will require people from many fields to address.
- Robert Woodbury said that the BMP Guidebook was meant to be a living document and the subcommittee has a diverse range of people from many fields. People have an opportunity to speak up about certain aspects. It is good to have planners, engineers, landscaping professionals and utility workers come together for these guidelines. Many small communities don't have the staff to cover all of this.



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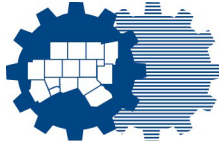
- Caroline Waggoner stated that North Richland Hills has discussed but not implemented Complete Streets policy. She asked where other communities are on the topic.
- Matt Leppla said it's important that before you move forward with adopting Complete Streets policy you make sure all potentially involved entities are on board. If mechanisms aren't in place for long term maintenance, that places a burden on other groups in the staff. Make sure the community wants it.
- Caroline Waggoner said that witnessing the RTC discussion showed that some people are not ready to take even a small step toward Complete Streets. This effort is worthwhile with tools available to protect pedestrians and bicyclists. But there is a need to do something while waiting for interest to pick up.
- David Rubin (private citizen) said that the reason people bike to work is they have a safe place to store the bicycle. He also stated there is a need to look at economic development and how employers will attract younger talent. Consider having larger employers add safe places where people can store their bicycle. There is a need to put things in place that will encourage bicycle use. Research if there are people that will use the bicycle paths before they are built.
- Brandi Kelp stated that she wasn't aware that Complete Streets was such a contentious issue. Complete Streets is one facet of community building, and there is a need to explain why it is important to a community of any size. As they grow, don't make the same mistakes that some of the bigger cities have already made. Build the infrastructure that can grow with the city rather than going back and revamping everything in the future. There needs to be the type of development that integrates with Complete Streets, like mixed use. Think about how Complete Streets integrates into the larger planning picture.
- Brandi Kelp asked if Vision Zero will be addressed in Complete Streets. She stated that Fort Worth is discussing that following pedestrian fatalities. The city is looking at how transportation impacts stormwater as well.
- Kate Zielke answered that there is certainly a safety component of Complete Streets that will be included.
- Edith Marvin said she doesn't think that stormwater was incorporated into the landscape chapter. There is a need to pull in all the infrastructure elements of a street and talk to how they work to the detriment or contradict each other.
- Kate Zielke stated that RTC discussion seemed to support developing a menu of Complete Streets options, vs policy implementation.
- Brandi Kelp said that plans with menus of options allow cities to prioritize options and to work towards a phased approach. At first you can't address everything, but you may have a phase where you are putting safety measures in place, then a second phase addressing another area.
- Erin Blackman (NCTCOG) stated that Richardson is doing construction on Glenville Road using Complete Streets. They put out a bid for a project to convert it from a 4-lane road to a 2-lane road and install bike lanes, lighting and smart infrastructure.

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- Caroline Waggoner stated that having examples of context sensitive design for Complete Streets would be useful. In North Richland Hills, just installing sidewalks in older neighborhoods without them is an accomplishment.
- Brandi Kelp asked whether Grapevine has anyone on the SPROW subcommittee because they have an active cycling community. She mentioned Lewisville and Flower Mound too.
- Kate Zielke stated that all of our meetings are open to the public.
- Edith Marvin stated that when we take this back to the Public Works Council, we can let them know we are missing representation from some communities.
- Sydnee Mangini (NCTCOG) said that we should promote Complete Streets to the bicycle-pedestrian advisory committee to get them involved in chapter development.
- Edith Marvin said that it would be good to go through the City of Dallas guidebook with a highlighter and pick what is important from a regional perspective.
- Erin Blackman recommended going through the guidebooks for Fort Worth and Weatherford as well. She asked if we should be looking at policy from these books as well.
- Edith Marvin answered that we could look at some example policies but don't want to create a policy guidance document.
- Matt Leppla said that we should ask why would a community want to adopt this policy? What is failing in their community that would lead them to adopt Complete Streets. We should identify what each community needs are.
- Brandi Kelp stated that the needs are going to be different for each community. There are equity issues in the City of Dallas that may not be applicable to smaller cities. Whereas in smaller cities it would be about preparing for the future.
- Caroline Waggoner stated that Complete Streets would help cities like North Richland Hills pivot, slowly if need be. She also agreed with Edith Marvin that going through other guidebooks and highlighting what would work regionally is a good place to start.

5. Schedule for the Next Meeting. The next Subcommittee meeting is TBD.

- Jason Heflin will work with Caroline Waggoner on scheduling the next SPROW subcommittee meeting. NCTCOG has some additional work to do that will be presented at that meeting. NCTCOG will come up with a chapter development timeline. Jason asked if there are any other topics that should be discussed.
- Caroline Waggoner asked if it would be better to have the next meeting in-person or virtually.
- Brandi Kelp stated that we could do in-person meetings maybe a couple times per year. Maybe for a deep dive on a topic with a smaller group would be better in-person.
- Matt Leppla stated that he prefers in-person meetings.
- Haywood Morgan (Denton) stated that for those living on the peripheral of the metroplex a virtual meeting is preferred.
- David Rubin stated that he prefers virtual meetings as well.
- Edith Marvin asked how often the meetings should occur in the future.
- Caroline Waggoner stated that since it's the end of the year that the next meeting should be in February. She likes the idea of regular but not often in-person meetings.



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- Jason Heflin stated that we can plan on the next meeting to be virtual and the following meeting to be in-person.

6. **Adjournment.**

If you have any questions regarding the meeting or agenda items, please contact Jason Heflin by phone at (817) 695-9213, or by email at JHeflin@nctcog.org .

Attendance

Virtual meeting through Microsoft Teams

Caroline Waggoner (Chair), City of North Richland Hills
Cole Baker, City of Coppell
David Rubin, Private citizen who works as a sustainability consultant
Kate Zielke, NCTCOG
Edith Marvin, NCTCOG
Erin Blackman, NCTCOG
Jason Heflin, NCTCOG
Kyle Sugg, City of Weatherford
Matt Leppla, City of Weatherford
Jeffrey Roberts, LAN, Inc.
Jan Rugg, Atmos Energy
Robert Woodbury, City of Cedar Hill
Brandi Kelp, City of Fort Worth
Haywood Morgan, City of Denton
Sydnee Mangini, NCTCOG
Misty Christian, Kimley-Horn
Lisa Crossman, City of Mesquite

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