Haul Road or Quarry Road?
How to know the difference and why it matters.

By Lisa Harris

When KDOT has an asphalt or concrete construction project in your area, those projects generate many vehicle-trips with heavy loads. KDOT understands the toll these loads can take on local roads, and has two measures to address that. These measures specify where trucks carrying KDOT-project materials can travel, and who receives funds from KDOT to fix those roads if they should be damaged by the heavy loads.

The first is a policy with a relatively narrow scope addressing loads from a KDOT-approved sand pit, gravel pit or quarry to a state highway—called the KDOT Policy for Quarry Roads Reimbursement. Counties are paid annually by KDOT on a ton/mile basis under this policy, with KDOT keeping track of the sand, gravel or rock hauled.

The other measure is for hauling KDOT construction materials on local roads not already designated as quarry roads—KDOT Special Provision to the Standard Specifications, Section 804, Maintenance and Restoration of Haul Roads. The materials types covered under this provision are more broad than the quarry policy and can include quarry materials as well as other raw materials (such as fill dirt) and pavement mixes. KDOT contractors identify haul roads in their bids and they estimate costs for anticipated repairs and dust control as part of their bid. The contractors are also responsible for making those repairs.

Rules for haul roads and quarry roads are sometimes confusing. It’s not always clear which rules apply in a given situation. For

Local Crash Data: The How-To Guide
By Caryn Woods, KDOT

Several types of data are crucial to effective roadway safety analysis. Data can also be used to develop and support strategic solutions to safety that will have the greatest impact. The three most common types of roadway safety data are: 1) crash data, 2) roadway characteristic or geometric data, and 3) exposure (traffic counts) data. This article will focus on the first type—how local transportation professionals can obtain, analyze, and utilize crash data. This information is useful to anyone seeking to improve the safety of Kansas public roads, including city and county engineers, road supervisors, public works directors, consultants, local law enforcement, and elected officials.

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Haul road or quarry road? Continued from page 1

Steps for knowing whether a load carrying KDOT materials is traveling on a quarry road or haul road:

*Eligible hauled materials are 1) sand, gravel, or rock, 2) other raw materials for project construction, and 3) pavement mixes from plants.*

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<thead>
<tr>
<th>Question</th>
<th>YES</th>
<th>NO</th>
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<tr>
<td>Are the materials being hauled for a KDOT-let construction project (not routine maintenance)?</td>
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<tr>
<td>Is the material another kind of raw material for KDOT road construction? (e.g., fill from a borrow pit)</td>
<td>YES</td>
<td>NO</td>
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<tr>
<td>Is the material sand, gravel, or rock from a KDOT-approved facility?</td>
<td>YES</td>
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<tr>
<td>Roads used for transporting materials for routine KDOT maintenance projects have no KDOT designation as “quarry road or “haul road” and KDOT funds are not provided for road repairs.</td>
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1. If the loaded truck is going from the quarry or pit on a local road to a state highway, that road is considered a **quarry road**. (These roads are designated in a state/county Master Agreement.)
2. If the loaded truck has reached the state highway and is going from there onto a local road to a pavement mix plant, the local road should be designated a **haul road**—unless that road is normally used by other customers of the plant. Commercial roads are not eligible for repair funds. If the loaded truck is going from the plant to a state highway, the local road should be designated a **haul road**—unless that road is normally used by other customers of the plant. Commercial roads are not eligible for repair funds.

Quarry roads policy

A load under the quarry roads policy:
- is limited to rock, gravel or sand coming from a KDOT-approved quarry to a state highway.
- must have at least 1,000 tons of product and generate a reimbursement value of at least $100.
- must be for a KDOT-let construction project, not a routine maintenance project.

A quarry road is usually a direct route between the quarry or pit and a state highway, but not always. There can be up to four quarry roads out of one quarry or pit. All quarry roads in a county are designated in advance by KDOT and the road owner(s) and are identified in a Master Agreement signed by both parties. Quarry road designations generally do not change project-by-project.

Payment to the county is made annually and is calculated on a ton/mile basis. The rate currently varies from $0.02 to $0.06 per ton/mile depending on the type of road surface over which the material is hauled. The policy contains more detailed information on when and how payments are made. Payments are made annually to the counties whether or not the roads need repairs. Damage is generally weather-dependent.

There is no project-by-project road inspection process for quarry roads or notification by KDOT that sand, gravel or rock will be hauled. Instead, local governments co-designate the quarry roads to be outlined in the Master Agreement and then use the payments from KDOT to repair any damage to the quarry roads over time. If a quarry road is owned by a township, the county is responsible for transferring the repair funds for that road to the township.

Haul roads spec

This provision covers the hauling of KDOT construction materials (subject to minimum amounts) on local roads that are not designated quarry roads. (A road cannot have two designations.)

1. This includes hauling raw materials from a state highway to an asphalt or concrete mixing plant—with one exception—see note below, and hauling the mixed materials back to the state highway.
2. It also includes hauling raw materials on local roads headed directly to the project site.

Funds for road repairs for haul roads are not paid to the county. Instead, costs for potential repairs are part of the KDOT-contractor's bid and are paid to the contractor.

Loads covered under this spec provision:
- Must be for a KDOT-let construction project (not routine maintenance).
- Include a wider variety of materials to be hauled than quarry roads.

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1. If a pavement mix plant is co-located with a KDOT-approved quarry, the mixed materials hauled from the site are not eligible for haul road or quarry road payments.
2. A road normally used by other customers of a commercial pavement mix plant is excluded from eligibility as a haul road.
There is usually only one haul road designated out of a KDOT temporary mix plant, but sometimes more than one. Haul road designations are determined by the KDOT Area Engineer or designee with participation by the road owner(s). The road owner has the opportunity to document the condition of the roads with KDOT before the project starts and after the contractor has completed the repairs, to determine if the repairs the contractor has made are adequate. In Barton County, for example, the county uses a GPS unit and camera to document the condition of the haul road(s) before and after the project. This is different from quarry roads which do not have an inspection process.

In sum

We hope this article has helped you better understand the difference between a haul road and a quarry road, and how you can know which designation may apply to your situation. Knowing the difference is important because funds for repairs are paid to two different entities—counties in the case of quarry roads and KDOT contractors in the case of haul roads. You need to know who is responsible for repairing your roads, if repairs should be needed.

The Kansas County Highway Association has been discussing with KDOT potential changes to the haul roads specification. We’ll provide an update on that in a future issue of this newsletter.

For more information on KDOT-designated haul roads or quarry roads in your area, contact your KDOT Area Engineer or Ron Seitz, Bureau Chief, Local Projects, (785) 296-3861.

If you are aware of a KDOT contractor or subcontractors hauling materials for KDOT on a local road that is not: 1) a designated quarry road (consult your county’s Master Agreement); or 2) a haul road that the local road owner co-designated; or 3) an existing commercial route from a commercial mixing plant, contact your KDOT Area Engineer to request that the situation be remedied immediately.

Sources:

Local crash data Continued from page 1

Why is crash data important to local practitioners?

Reviewing local crash data can give local governments a picture of what is happening on their roads and help to identify safety issues as well as possible solutions. Crash data can also be used to determine eligibility in most safety-assistance programs including programs that offer funding and improvements for local roads such as KDOT’s Traffic Engineering Intersection Program and KDOT’s High Risk Rural Road Program.

Format and availability

Crash data are collected by law enforcement agencies for all known crashes on public roads, and the data are then used to populate various databases. Crash data are available from several resources: official crash reports, the state’s crash database, the federal FARS (Fatality Analysis Reporting System) database, and hospital data. Crash data are typically available in one of three different formats—1) the official crash report filled out by a law enforcement officer, 2) location or spot data created from selected information in the crash report, and 3) aggregate data. These are described in greater detail below.

Safety data type #1: Aggregate data

Aggregate (or summary) data combines data from many crash reports to see a bigger picture than one crash alone. For instance, aggregate data might describe the number of crashes, fatalities, or injuries by state, county, city, or a data subtype like roadway, person or vehicle type, as opposed to focusing on an individual crash at a specific location.

Because aggregate data do not focus on individual crashes at specific locations, they are incredibly useful in determining safety problems that can be system-wide. This might include behavioral issues that contribute to crash-circumstances such as speeding, impaired driving, inattention, etc. For example, a county or municipality may find a disproportionately high number of crashes involving impaired drivers and decide to increase nighttime enforcement.
Local data  Continued from page 3

However, aggregate data are useful for more than behavioral issues. The frequency and severity of crashes can be broken down by location type, roadway type, and collision type. This type of information is very useful in determining engineering countermeasures.

Aggregate data can assist local practitioners if they are considering system-level engineering improvements such as a systematic edge treatment for roadway shoulders (like the Safety Edge) or the application of rumble strips. For example, if a county or municipality notices a disproportionately high number of “roadway departure” crashes on paved roadways—a type of crash that occurs after a vehicle crosses an edge line or center line, or otherwise leaves the traveled way—government officials might consider implementing a strategy that is specifically designed to prevent roadway departure crashes such as rumble strips.

Aggregate data are the most widely available type of crash data and they can be obtained from a few different sources such as KDOT’s Accident Facts Book, the state’s Strategic Highway Safety Plan, and the national FARS database. See sidebar at right for more information on these sources.

Safety data type #2: Locational or spot data

Locational or spot data are crash data focused on individual crashes at a specific location. For instance a practitioner might be concerned with the crashes that have occurred at a specific intersection or segment of road.

Sources of locational or spot data:

1) SafeRoadMaps: This is a publicly accessible website that visually communicates public health issues related to rural and urban road transportation safety, including fatal crash data. Enter the location of the crash in SafeRoadMaps to get:
   - A GoogleMaps satellite photo of the site;
   - An actual street level photo of the crash site;
   - An interesting zoom from global to street view;
   - A ranking of “hot spot” sites around the nation;
   - A five-plus year history of past fatalities at the site;
   - Circumstances of past crashes at the site;
   - Was the driver(s) impaired, speeding, belted;
   - What traffic laws were in effect at the site.

2) Five Percent Report: KDOT produces a list of high crash locations for improvement for the annual Five Percent Report. This report is in response to the Federal requirement that each state document at least five percent of its locations currently exhibiting the most severe highway safety needs. Kansas has developed a method for

More on These Sources of Crash Data

Accident Facts Book: Each year, KDOT’s Geometric and Accident Data Unit releases the annual Kansas Traffic Accident Facts Book with the latest motor vehicle accident statistics. It is typically released the summer following the year of the data examined. For example, the 2008 Facts Book was released in the summer of 2009. The Facts Book provides crash statistics by various categories collected on the crash report including driver-related data (contributing circumstances, alcohol and speed involvement, age summaries), accident types (dear collisions, overturn, pedestrian, pedal cyclists), vehicles in accidents (large truck, motorcycle, train, school bus involvement, etc.), roadway information (rural, urban, roadway surface conditions), and environment (light and weather conditions). The Facts Book also provides statistics regarding safety restraint usage, time trends, crashes during holidays, as well as city and county statistics. For each city and county in Kansas, statistics are provided for the number and severity of the year’s crashes, the number of deaths and injuries, the percent safety restraint usage, pedestrian involvement, and the number of crashes involving deer, speed and alcohol. The Kansas Traffic Accident Facts Book can be found at: http://www.ksdot.org/burTransPlan/prodinfo/accista.asp.

Kansas’s Strategic Highway Safety Plan was created to drive strategic investments that reduce fatal and serious injury crashes. The plan contains fatal and serious injury crash data analyzed by system (state highway or locally owned), location type (rural/urban), roadway type (functional classification), crash type, and behavioral areas. The plan identifies key emphasis areas, as well as objectives and strategies for reducing fatal and serious injuries on all public roads. Local data and analysis as well as its improvement are also an integral piece of the state’s Strategic Highway Safety Plan. The Kansas Strategic Highway Safety Plan can be found at: http://www.ksdot.org/burTrafficSaf/reports/kshs.asp.

The emphasis areas for the Kansas SHSP were chosen based on the comparative frequency of fatal and severe injury crashes and are as follows: Roadway Departure, Intersections, Occupant Protection, Impaired Driving, Teen Drivers, Older Drivers, and Large Commercial Vehicles.

FARS (Fatality Analysis Reporting System) Database: The national FARS database stores and analyzes data for every fatality in the nation. The FARS file contains descriptions of each fatal crash reported, and is updated annually. Each case has more than 100 coded data elements that characterize the crash, the vehicles and the people involved. To view fatality data, go to: http://www.fars.nhtsa.dot.gov/Main/index.aspx.

These data is updated annually as FARS data is released. To see a map the fatal crashes in your area, go to: http://www.saferoadmaps.org/home/.

2) Five Percent Report: KDOT produces a list of high crash locations for improvement for the annual Five Percent Report. This report is in response to the Federal requirement that each state document at least five percent of its locations currently exhibiting the most severe highway safety needs. Kansas has developed a method for
identifying stretches of road off the state highway system with high crash rates. The method has allowed KDOT to rank counties in terms of the number of crashes from 2005 to 2009 on three of the functional classifications of road outside the state highway system: rural local roads, rural major collectors, and rural minor collectors. This list is then examined to find those roads that have at least three serious injury/fatal crashes within a five-year period, and are in counties that have a county-wide average at least one standard deviation greater than the state-wide average for that functional classification.

These locations are then submitted to the High Risk Rural Road Program for further review. View the report at: http://safety.fhwa.dot.gov/hsip/fivepercent/2010/index.cfm?state=ks. Each location is offered a Road Safety Audit or RSA.

Both aggregate and locational crash data are used to identify locations in need of RSAs. Aggregate data assists traffic safety professionals in identifying problem locations, while detailed locational data helps identify safety solutions.

The final way to collect locational or spot crash data is to obtain copies of the third type of safety data—actual crash (or “accident”) reports—at the location of interest.

Safety data type #3: Official accident reports

Almost all crash data start with an accident report—a 14 page document titled the Kansas Motor Vehicle Accident Report. It is recorded by the officer who works the crash, and is perhaps the most important element of traffic safety analysis. It is often said analysis is only as good as the data on which it is based.

The information recorded on each accident report populates various crash databases including the FARS and state crash databases.

Information recorded on each accident report includes, but is not limited to, crash location details, roadway information, surface conditions, light and weather conditions, time and date of each crash, driver and occupant information, contributing circumstances, injury details, information regarding vehicle maneuvers, pre-crash movements, collision details, traffic controls, and vehicular information.

The benefit of obtaining an official accident report is the level of detail recorded for each crash. Certain details are not stored in any crash database, such as the officer’s narrative and scene observations, as well as scene drawings and illustrations. Crash reports are particularly important when preparing collision diagrams. Collision diagrams allow engineers and other local practitioners to visualize particular crash types at intersections or other high crash locations. A practitioner might want to view an accident report not only to assist in the creation of a collision diagram, but also to examine source data regarding the crash. Reviewing local accident reports is the most effective

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method of crash analysis when specific in-depth analysis is needed.

**How to obtain an accident report**

Each accident report is retained by the law enforcement agency of the officer who records the crash (county sheriff’s office, city police department or state highway patrol) and a copy is also sent to and retained by KDOT.

An accident report is an open record that can be obtained through the law enforcement agency or through the state with an Freedom of Information (FOI) open records request. Local governments are not charged a fee to obtain an accident report. Reports are not always immediately available, however; some crashes may need further investigation or may be awaiting toxicology results.

Some road agencies have good working relationships with their local law enforcement agencies and have worked out an arrangement whereby they are automatically given a copy of each crash report. Because accident reports can be very helpful in assisting local practitioners with crash analysis, it is extremely important to maintain a good relationship with your local law enforcement agency. Law enforcement personnel not only enforce traffic safety laws; they have the most intimate knowledge of crash histories and traffic safety problems because they were at the scenes of the crashes.

Transportation safety issues are multi-faceted and often involve a partnership between engineering, enforcement, education and emergency response. One department cannot work without the others, so engineers and other local practitioners must work closely with law enforcement to solve traffic safety problems.

In the end, each department has the same goal: to prevent crashes, enhance traffic safety and save lives. According to the state’s Strategic Highway Safety Plan when it comes to traffic safety, “dialogue and partnering are mandatory, not elective.”

The Kansas Highway Patrol (KHP) also posts injury and fatality crash log summaries for crashes worked by the KHP and can be seen online for 30 days from the date of the crash. Official accident reports can be ordered from KHP in person or by written request through the KHP Records Section.

**For more information**

If you have questions about crash data available to local agencies in Kansas, contact Caryn Woods at carynw@ksdot.org, (785) 296-7480.

For advice and information about how to address a specific local road safety program, contact:

Norm Bowers
Kansas Association of Counties
785-272-2585 Ext. 314
bowers@kansascounties.org

Kansas Local Technical Assistance Program (LTAP)
Lisa Harris or Mehrdad Givechi, P.E.
(785) 864-2590
LHarris@ku.edu or mgivechi@ku.edu

High Risk Rural Roads Program
Lynn Berges, P.E.
KDOT Bureau of Local Projects
(785) 296-0410
Lynn.Berges@ksdot.org

Strategic Highway Safety Plan
Steven Buckley, P.E.
KDOT Bureau of Transportation Safety and Technology
(785) 296-1148
buckley@ksdot.org

Open Records Custodian
Russ Ash
KDOT Office of Chief Counsel
(785) 296-2408
openrecords@ksdot.org

Accident Data
Rex McCommon
Kansas Dept of Transportation
(785) 296-5169
accidentdata@ksdot.org

There is no comprehensive list of law enforcement agencies in Kansas. The best such information is at a national site called usacops. Here is a link to the site and its Kansas page: http://www.usacops.com/ks/
The Kansas Association of Chiefs of Police website (http://www.kacp.cc/) also has links to municipal police departments in Kansas.

Caryn Woods is the State Highway Safety Analyst in KDOT’s Bureau of Transportation Safety and Technology and is responsible for the crash data analysis in support of the Strategic Highway Safety Plan and for preparing and distributing crash summaries at the local, county, district, and statewide level.

**Helpful Roadway Safety Websites**

- Kansas Turnpike Authority Online Accident Logs: http://www.ksturnpike.com/news_and_events/accident_report
- FHWA Road Safety Information Analysis--A Manual for Local Rural Road Owners: http://safety.fhwa.dot.gov/local_rural/training/fhwasaxx1210/s1.cfm
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luckily, a local government does not need to acquire right of way (ROW) using eminent domain very often. But when it does, it’s important—for legal and financial reasons—to follow the proper steps. We’ve published a few articles about this topic before; this time you’ll hear from local government officials who learned what worked and what didn’t by participating in the process.

Right of way acquisition is tricky to get right because there are limited available resources about legal rules and regulations to follow. Even if you follow the rules you remember from last time perfectly, you may still be missing important steps or updates to the process. It’s easy to miss something—it happened in Atchison County and the City of Burlington.

Matt Dorssom, supervisor for Atchison County Road and Bridge, said the main glitch for his county occurred when his predecessor acquired land on a handshake rather than through the proper process with a paper trail.

In the City of Burlington, Doug Mast, street superintendent, said that their community wasn’t sufficiently up to speed on the acquisition process. This was apparent when the Kansas Department of Transportation (KDOT) checked the file for one of their projects. Eric Deitcher from KDOT’s Bureau of Local Projects was able to help the city with some paperwork that wasn’t completed to fix the situation.

Deitcher said he’s run into local government officials who don’t realize how much an incomplete or improper ROW acquisition process can cost a local government for a project using state or federal funds.

“You can’t just come in and buy someone’s land thinking everything will be fine,” Deitcher said.

We’ve mentioned in previous articles that federal funding can be withheld or taken back if ROW is not purchased according to the Uniform Act. Deitcher also related a situation in Kansas where the county didn’t use an appraiser for the land they acquired and ended up paying more for the land than was necessary. That was good for the landowner, but not so good for the local taxpayers.

Hodgeman County learned that acquiring ROW according to regulations takes ample time. In Hodgeman County, a new intersection was put in a place that created an unforeseen safety problem. Time was of the essence when the county had to acquire more right-of-way to address the problem, but the ROW process can take up to a year. The Uniform Act, which provides ROW code of federal guidelines 49, part 24, dictates that counties and cities must give a 90 day notice if residents will be evicted due to ROW acquisition. Not only that, but regulations dictate time-frames for almost every other part of the ROW process to assure that landowners are treated fairly.

While Deitcher is always available to guide a local agency through the acquisition process or answer questions, you can certainly go it alone, with preparation. Dorssom suggests following the acquisition process in a proper way so Deitcher doesn’t have to visit, or if he does, you should have your documents filed and ready for review. Since KDOT does random yearly checks in all six districts in Kansas, it’s likely that you might have to own up to your ROW acquisition process.

Hodgeman County’s Mike Burke advises to always know what procedures to go through before you get started and make sure lawyers, city officials and the road supervisor are all on the same page. This is important for small communities where everyone has many jobs already, and it may not be clear who is responsible for what regarding ROW acquisition. Be extra careful that all involved know the current ROW acquisition regulations.

Doug Mast, street superintendent for the City of Burlington said it’s better to start off consulting Deitcher or an expert from the Federal Highway Administration’s Kansas Division who can review the process and the most current regulations with you. He also suggests attending an LTAP

If you are ready to seal the deal, be sure to have the required paperwork ahead of time to back up your agreement legally.

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Public relations (PR) is a blanket term for the way a department presents its image to the outside world. This image is seen by the public, the media, and elected officials. PR is important for public works professionals who wish to be seen by the public and by their employers in a positive way.

The publication Get the Word Out: Public relations tips for transportation agencies, shown above, is a very useful resource for cultivating PR skills. The book’s suggestions would be helpful in a variety of settings but are especially geared toward public works agencies. Iowa’s Local Technical Assistance Program (LTAP), published the tips in a PDF format to allow readers to jump from the table of contents to any of the chapters with a single click. The publication is fairly short (only 24 pages) and has a straightforward style. Here’s a snapshot of its contents.

Cultivating a positive public image. The guide stresses the importance of your agency staying in the public eye and suggests that you provide stories about local transportation-related accomplishments to the media—opening up possibilities for positive coverage in television, radio and newspapers. It describes types of media outlets most relevant to transportation officials.

Interacting with the media. This includes how to prepare news stories for television, print and radio, and also how to answer questions when approached by a reporter for an interview.

The importance of writing and speaking skills. The guide stresses knowing your audience when writing news releases and presenting to a group. For news releases, the book recommends going with the “inverted pyramid” style of journalistic writing in which the main points are addressed in the first two paragraphs with supporting details included towards the end. A sample news release is provided in the guide. When it comes to giving presentations, the guide suggests knowing whether your intention is to “inform, entertain, or persuade your audience,” and to build your presentation accordingly.

Ways to handle complaints. The PR guide recommends seeking feedback proactively rather than waiting for it to crop up so that any fallout can be handled as gracefully and effectively as possible.

How to work with elected officials. When responding to complaints from an elected official, the guide suggests meeting the official halfway to make life easier for everyone involved.

In sum, public works is a vital part of any community, and it is necessary to make the effort to keep your agency’s efforts and accomplishments out in front of the public, not only for job security but for well-being of your citizens.

Source:
• Get the Word Out: Public relations tips for transportation agencies. Iowa Local Technical Assistance Program (LTAP), a program of the Iowa State University Center for Transportation Research and Education.
A few tips from the PR Guide ...

**... for working with elected officials.** The Guide provides these suggestions from Mike Wallner, public works director in Council Bluffs, Iowa: “Informal study sessions are key,” he says. Council members get answers to their questions before they have to vote on issues during their regular meetings. Because of the success of the study sessions, Wallner said he rarely attends regular council meetings. Wallner also said that occasionally elected officials may require coaching about the need for a particular project. They might not immediately understand how the timing of a project may fit in with other priorities and goals. (p. 18).

**... for working with the media.** The guide advises that once you’ve got some good ideas, the key to seeing them turned into radio or TV sound-bites or newspaper ink is understanding what kinds of stories these different media want and need.” (p. 2). The guide also suggests that you keep your remarks short and to the point. Reporters love snappy quotes and lively turns of phrase. Instead of saying “no comment,” briefly explain why you can’t answer a question. (p. 5).

To download a copy of Get the Word Out: Public relations tips for transportation agencies, go to the Kansas LTAP website at http://www.ksltap.org and click on “What’s New” or go to the “Resources to Download” link.

ROW acquisition tips from local agencies  
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class entitled “Legal Permitting and Regulatory Process,” eligible for road scholar credit, and a reviewing the manual provided through the class.

For more information

A good place to start for more information is to call Eric Deitcher at KDOT’s Bureau of Local Projects. One of his responsibilities is to help the ensure that the Uniform Act is being followed when local governments acquire ROW for federal aid projects. In a previous position with KDOT he used to acquire ROW for the agency, so he understands the process and has experience working with landowners. Contact Deitcher by phone at (785) 228-0413 or by email at EricD@ksdot.org.

Another good contact is John Knowles with the Kansas Division of FHWA. He is the division’s ROW team leader. You can reach him at (785) 228-2544.

Here are links to two brochures helpful in working with property owners. The first one is to be provided to each landowner and/or tenant from which property is being acquired.

http://www.ksdot.org/burllocalproj/Forms/AcquisitionWcover.pdf

The second one is only to be given to landowners and/or tenants that have property (either real or personal) to be relocated. http://www.ksdot.org/burllocalproj/Forms/RelocationRevTwo508.pdf

The sources for this article are also excellent sources of information on ROW acquisition.

Finally, join Deitcher and Knowles as they present The ‘Right’ Way for Right-of-Way in February—or attend FHWA’s Flexibility in ROW Webinar in April. See page 14 for dates and locations.

So, take the advice of your peers. Learn the rules of the Uniform Act that governs the ROW acquisition process (and make sure everyone involved in your acquisition knows them), ask for help early and as often as you need it, and you should be fine.

Sources:
- Harris, Lisa. “So you need to purchase some right-of-way? How to get it done and not get stung.” KUTC Newsletter, Fall 2007.
Are Special Event Pavement Markings Cluttering Your Streets?

Advice on removing and preventing unwanted markings in your community.

Every year, Kansas hosts a number of bicycle and foot races throughout the state. Examples include the Olsburg Road Race (an annual bike race that takes place near Tuttle Creek in north-central Kansas), and the AWI Disco Dash (a foot race that takes place in Dodge City and raises money for children and adults with developmental disabilities). In all, approximately 20 annual bicycle races/rides and 15 foot races are held in Kansas. While these events bring excitement, revenue and fund-raising opportunities to cities and organizations, the pavement markings used to denote the route of the race can also bring visual clutter to the streets if the markings are not removed immediately after the event. It’s especially a problem when the markings interfere with utility line markings or traffic control markings.

De Soto, Kansas has experienced this firsthand. A string of events in 2010 littered the streets of De Soto with pavement markings, some applied with permanent paint and lasting over a year (see photo on this page). City officials are mainly concerned that these markings resemble utility line markings or other official vehicular traffic control pavement markings, but they’re also tired of the unsightly clutter it brings to the streets.

This isn’t just a Kansas problem. Last year, the Amgen Tour of California, the largest cycling event in America, almost lost some of its permits to hold its event in particular communities due to the “graffiti” left behind on the road. Event organizers had to plead for cooperation with fans to keep the roads paint-free. Some fans mark streets with spray paint as a way of cheering on their favorite racer – “Go, Joe!”

Chuck Hodge, technical director of the tour, said residents who do not like the markings have been very vocal about the issue. Hodge wants “fans to realize that these are shared roads with the local communities and that we’re only borrowing these roads for a day from the people that are there all year.”

Some race organizations are trying to help. For example, to help make sure pavement markings from fans are not permanent, the Lance Armstrong Foundation distributed yellow chalk to fans along the route. Event organizers have also asked for law enforcement to monitor the route and explain to fans that it’s not alright to mark the street with paint.

Remove those unwanted markings

If there are pavement markings left on the street, and the markings interfere with official pavement markings, your agency can remove the markings if you can’t get the event organizers to do it. Section 17 of the Kansas Standard Traffic Ordinance prohibits unauthorized signs, signals or markings “which hide from view or interfere with the effectiveness of any official traffic-control device or any railroad sign or signal.” It states that these markings can be considered a public nuisance and therefore the governing body has the power to remove the markings without notice.

Coordinate with event organizers

Of course, prevention is better than having to remove the paint. The best way to prevent unwanted permanent pavement markings is to coordinate directly with the event organizers early on, and set expectations.
A good example of doing this comes from the Washington State Department of Transportation (WSDOT). Event organizers are required to initiate the coordination process with a formal request to WSDOT, which is reviewed and then followed by a traffic engineering analysis. WSDOT issues a Letter of Acknowledgement when WSDOT’s Rules of the Road (the State’s general restrictions and privileges concerning traffic vehicle stops) will suffice for the event, or a Letter of Agreement is signed by event organizers if the event requires special traffic control.

After the event, WSDOT conducts a follow-up evaluation of the operation. To view the complete process in more detail, check out section 7.2 of WSDOT’s Specialized Highway Uses document at http://www.wsdot.wa.gov/publications/manuals/fulltext/M51-02/Chapter7.pdf.

Examples of guidelines and regulations

If coordination with the event organizer at an early stage isn’t an option, creating some published guidelines or city ordinances can help ensure that event organizers follow your intentions. While not very common in Kansas, several states and cities have gone through this process.

WSDOT has some great examples for pavement markings guidelines for bicycle events, such as:

- The markings shall use non-permanent, chalk based or “fade-away” paint; permanent paint is prohibited as it does not wear off.
- “Dan Henrys”, or directional pavement markings, must be placed to the right of the fog line if riders will be on a good rideable shoulder, and otherwise in the ordinary line of reasonable riding (see example on previous page).
- The markings should be visible to bicyclists but placed so they are unobtrusive to others.
- A “Dan Henry” marking should be about the size of an 8-¼ inch paper plate.
- The markings must be placed away from traffic control devices and survey markers.

Chester, Connecticut’s Special Event Regulations and Procedures provides an example of a brief, yet effective city regulation for these types of events. Chester’s regulation prohibits paint markings, and instead suggests using tape markings or spray chalk. It prohibits signs that conflict with the view of those in normal traffic conditions. Further, all event signs must be distinguishable from traffic signs by requiring the name of the event’s sponsor on the sign. When asked about the effectiveness of the regulation, a Chester city official stated that everyone has followed the policy. “It’s a small town, so if someone errs, we all know about it.” To view Chester’s regulations, go to http://www.chesterct.com/forms/street_sidewalk_use.pdf.

The City of Johnston, Iowa used to have a similar problem with paint cluttering their streets after years of hosting several annual foot races and an annual bike race. According to W. David Cubit, director of public works for the City of Johnston, “It got to a point where they needed to deal with the issue.” To help solve the problem, the City initiated regulations to require all signs or markings be removed immediately after the event and also to prohibit permanent paint markings. Instead, the city allows a water-based paint that will dissipate after a few rains.

In addition to the new regulations, the city moved the foot races out of downtown to the city’s extensive trail system. To view City of Johnston’s regulations, go to http://www.cityofjohnston.com/docs/documents/specialeventapp.pdf.

And finally, the County of Santa Cruz, California Department of Public Works states that if markings have not faded to an acceptable level within 30 days, the permittee will be responsible for their removal. To view the County of Santa Cruz’s regulations, go to http://www.dpw.co.santa-cruz.ca.us/Operations/pdf/Event-Triathlon.pdf.

Conclusion

Having a running or bicycling event in your city or county doesn’t have to lead to an eyesore for your residents. Communication is the best way to prevent unwanted nuisances. Work directly with event organizer to set expectations. Let them know that permanent paint is not allowed and instead suggest spray chalk or tape markings. Set regulations that require that all event signs or markings not interfere with traffic or utility signs or markings. And finally, enforce the removal of all markings and signs immediately following the event. Fond memories, not markings, should be the only lasting impression of the event.

Sources:
- County of Santa Cruz, Department of Public Works, Special Events Permit Application Package. http://www.dpw.co.santa-cruz.ca.us/Operations/pdf/Event-Triathlon.pdf
Part one of this series highlighted Mid-America Regional Council (MARC) efforts to create a safer environment for pedestrians and bicyclists through programs such as Safety Ambassadors, Explore KC and the Destination Safe Coalition. This second part of the series will focus on bicycle and pedestrian safety and planning efforts in Wichita, Topeka and Lawrence.

Wichita

The City of Wichita has been very active in planning and improving bicycle and pedestrian programs and services. In 2009, the city held a Complete Streets workshop geared towards city officials and engineers. The workshop was attended by a diverse group of organizations, including city council members, county commissioners, Health & Wellness Coalition Leadership Team members, public works staff, city and county engineers, MAPD planners, city administrators and someone from parks and recreation. According to Scott Wadle, Wichita’s senior planner, “Turnout was great; almost all of the city engineers attended the [Complete Streets] event.” In total, 30 people attended the workshop.

Earlier this year, the city held another Complete Streets workshop, this time focusing on policy. Funding for this workshop came from a grant from the Environmental Protection Agency. The event started in the evening with a meeting describing Complete Streets to the general public, followed by a meeting the next day for city officials. Streetscape design guidelines for downtown Wichita include:

- improving the vibrancy of streets;
- improving linkages between destinations;
- improving the degree of engagement between the travelling public and the street environment; and
- improving aesthetic and functional consistency.

For more information on Wichita’s Complete Streets initiative, or to view PowerPoint presentations from the forum, visit the Green Wichita website at http://www.greenwichita.org/Government/LocalGovernment/CityofWichita/GreenProjects/CompleteStreets.aspx.

The City has also been working on the Wichita Bicycle Master Plan. The City’s website describes the plan as a guide for identifying the community needs, vision, and future goals related to bicycling and will also identify the prioritized implementation actions necessary to help realize the vision.

The City of Wichita hired Toole Design Group, based out of the Washington-Baltimore area, to create the plan. A draft of the plan should be ready in the spring or summer of 2012. Information related to the plan can be found at http://wichita.gov/CityOffices/Planning/AP/Comprehensive/BicycleMasterPlan/.

Last, the City of Wichita created the Delano-West Douglas Avenue Bicycle Parking Plan. The plan recommends the placement of 135 bicycle racks in the Delano Neighborhood. The City of Wichita used American Recovery and Reinvestment Act (ARRA) Energy Efficiency and Conservation Block Grants (EECBG) funding from the EPA to install the first 27 racks for Phase 1 of the plan.

Wichita Transit has been installing new bicycle racks at transit stops in the city. Also using ARRA funding, Wichita Transit installed 381 racks at 127 transit stops throughout the city. The racks allow transit riders to ride their bikes to the bus stop and securely park for their return trip home.

In addition to the City of Wichita, the Wichita Area Metropolitan Planning Organization (WAMPO) plans improvements to bicycling and pedestrian transportation. WAMPO has been working on the Regional Pathway System Plan (RPSP) that identifies existing trails, pathways and sidewalks, as well as major east/west and north/south corridors that connect many of the communities in the region. The pathway plan helps identify missing links and facilities in these corridors that currently prevent a complete network of non-motorized travel through Wichita.

WAMPO has also planned and documented its future goals, objectives and strategies for connecting and adding bicycle and pedestrian facilities in its 2035 Metropolitan Transportation Plan (MTP). This planning process included public meetings, surveys, and stakeholder meetings regarding pedestrian and bicycle issues. This information has helped planners and city officials understand pedestrian and bicycle needs, concerns, and opportunities for the Wichita region. The MTP calls for a Complete Streets policy which will increase multimodal options and provide more transportation accessibility throughout the region. It also seeks an increase in the number of bicyclists and pedestrians through a more connected and safe system.

Topeka

In July 2011, the Metropolitan Topeka Planning Organization (MTPO) adopted its own Complete Streets policy. It policy includes a 20 question checklist for transportation-related

MPOs and Cities Promote Bicycling and Walking, Part Two: Wichita, Topeka and Lawrence

By Nate Vander Brock

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Topeka

In July 2011, the Metropolitan Topeka Planning Organization (MTPO) adopted its own Complete Streets policy. It policy includes a 20 question checklist for transportation-related
projects must consider modes of transportation other than the automobile. The checklist and action plan are available to view at http://www.topeka.org/pdfs/PlanningPolicy.pdf.

The City of Topeka is interested in making Topeka more bike friendly by integrating bicycle transportation into Topeka’s mobility network. The focus is less on bicycling for recreational purposes, and more on bicycling for basic transportation, such as commuting to work or running errands. To help achieve the goal of an integrated system of bikeways, the City of Topeka hired RDG Consulting, based in Omaha, to create the Topeka Bikeway Master Plan. The objective of the plan is to give the city a system that bicyclists can use immediately, but also something that can evolve and grow over time.

Lawrence / Douglas County

The Lawrence–Douglas County MPO has been working on a number of bicycle and pedestrian related programs and policies. The MPO recently passed a Complete Streets resolution. Senior Transportation Planner Todd Girdler, said “the resolution is a general statement of support that simply states that Complete Streets principles need to be discussed in the Metropolitan Transportation Plan (MTP) and that the MPO encourages the local governments in the region to develop Complete Streets policies that are suitable for their needs”. To read more about Lawrence’s Complete Street activities, view the two-part LTAP series on Complete Streets at http://www.kutc.ku.edu/pdffiles/LTAP2010-Spring.pdf and http://www.kutc.ku.edu/pdffiles/LTAP2010-Summer.pdf.

The Lawrence–Douglas County MPO also participated in bicycle and pedestrian counts in Lawrence and Eudora, and helped fund Safe Routes to School programs for Lawrence, Baldwin City and Eudora.

The City of Lawrence website provides resources for bicyclists, such as a bicycle rideability map, which is designed to promote, encourage and educate bicyclists. The map helps riders choose a route that fits their skill level and provides other information, such as difficult intersections, major landmarks and transit connections.

Lawrence’s website also includes the Douglas County Bike Plan, a Bikeway System Map, and a Bicycle Parking in Downtown Lawrence Inventory map.

The City of Lawrence received the bronze award for bicycle-friendly communities in 2011 by the League of American Bicyclists.

Conclusion

We hope this article has given you some inspiring examples of how to make your community more bicycle and pedestrian friendly. Improvements can be as simple as adding more bicycle racks, or as comprehensive as passing and implementing a Complete Streets policy.

Stay tuned for the next LTAP Newsletter issue which will describe the processes Topeka and Wichita undertook to develop their new bicycle master plans.

Sources:
• Lawrence-Douglas County MPO homepage, http://www.lawrenceks.org/pds/MPO
• Lawrence bicycle maps, bicycle plans, bicycle parking inventory, http://www.lawrenceks.org/pds/tr-bike
• Topeka Transportation Planning, http://www.topeka.org/planning/transportation_planning.shtml
• Wichita Master Bicycle Plan, http://wichita.gov/CityOffices/Planning/AP/Comprehensive/BicycleMasterPlan/
• Wichita Area Regional Pathway System Plan, http://www.wampoks.org/IconMenu/Pathways.htm
• Metropolitan Transportation Plan 2035, http://www.wampoks.org/IconMenu/Pathways.htm
Managing People

This workbook informs and educates workforce supervisors about principles that affect human behavior and discusses methods of supervision that use the application of these principles to achieve the goals of the organization. The workbook discusses how a supervisor’s assumptions about people affect leadership style and the difference between management and leadership. Written by a veteran county highway official in New York State. 61 pages.

A Guide for Reducing Collisions Involving Older Drivers

Published in 2004 as part of NCHRP Report 500: Guidance for Implementation of the AASHTO Strategic Highway Safety Plan, this guide outlines a variety of strategies that can assist State and local transportation agencies with addressing older drivers’ special needs while improving safety for all road users. See Section V for the older drivers section of the report — 50 pages.

Succession Planning: A Case Study

An article on succession planning for public works agencies. Covers how to find a likely successor, developing a plan for succession, and how to mentor a successor. December 2008, pages 32-35.

WHAT’S NEW

By Lisa Harris

See download / ordering information on next page.

FOR INFORMATION ON CALENDAR ITEMS OR TO SUGGEST A TOPIC FOR AN LTAP WORKSHOP, CONTACT:

Kristin Kelly, LTAP Training Coordinator, 785/864-2594, kbkelly@ku.edu.

▲L1 = KS Road Scholar Program Level 1 — Technical skills required course.
▲L2 = KS Road Scholar Program Level 2 — Supervisory skills courses are provided by the Kansas Association of Counties. Go to http://www.kansascounties.org and click on “Education Program.”
▲L3-r = KS Road Scholar Program Level 3 — Master Road Scholar required course.
▲L3-e = KS Road Scholar Program Level 3 — Master Road Scholar elective course.

TRAINING:

Asphalt Road Maintenance ▲L1
February 7 – Garden City
February 8 – Hutchinson
February 9 – Chanute
February 10 – Overland Park

Webinar: Geosynthetic Reinforced Soil (GRS) Integrated Bridge System (IBS)
February 16 in Topeka and Wichita.

Workplace, Jobsite & Equipment Safety ▲L1
February 22 – Pratt
February 23 – Salina
February 24 – Topeka

Right-of-Way
February 27 – Topeka
February 28 – Salina
February 29 – Wichita

Culverts & Drainage ▲L1
March 6 – Dodge City
March 7 – Newton
March 8 – Manhattan
March 9 – Olathe

MUTCD for Technicians ▲L1
March 20 – Hutchinson
May 22 – Hays

Gravel Road Maintenance ▲L1
April 17 – Cimarron
April 18 – Great Bend
April 19 – El Dorado
April 20 – Seneca

Webinar: Flexibility in ROW
April 19 in Wichita and Topeka

Basic Surveying
April 25 – Topeka

Introduction to ArcGIS
June 13 &14 – Lawrence

Webinar: In Lieu Fees/Mitigation Banking
June 21 in Wichita and Topeka

Webinar: Adaptive Signal Control Technologies (ASCT)
August 16 in Wichita and Topeka

UPCOMING MEETINGS:

Kansas County Highway Association and American Public Works Association (Kansas Chapter) Joint Meeting
May 9-11 in Newton
http://kansas.apwa.net/

For information on calendar items or to suggest a topic for an LTAP workshop, contact: Kristin Kelly, LTAP Training Coordinator, 785/864-2594, kbkelly@ku.edu.
FREE ROAD & BRIDGE RESOURCES

Check off your selections, fill in the bottom portion, and return this form to:
Kansas LTAP Materials Request, 1530 W. 15th St., Room 2160, Lawrence, Kansas 66045 or fax to 785/864-3199

TRAINING GUIDES & REPORTS
You are free to keep these unless otherwise noted.
Or you can download at the links provided.

Managing People

A Guide for Reducing Collisions Involving Older Drivers

Succession Planning: A Case Study
or ❑ request hard copy.

EQUIPMENT LOANS
We offer the following items for loan to local highway agencies.
Contact mgivechi@ku.edu for counter boards and weaver@ku.edu for the Safety Edge shoe. There could be a waiting list for these items.

Safety Edge Paving Shoe. This Advant-Edge shoe attaches to a paver with a universal bracket, provided with the shoe.

Turning Movement Counter Board DB-400, Jamar Technologies, Inc. A basic model for recording turning movements at intersections. The board is lightweight and comes with its own case.

Turning Movement Counter Board TDC-8, Jamar Technologies, Inc. Can be used to do turning movement counts, classification counts, gap studies, stop-delay studies, speed studies, and travel time studies. The board is lightweight and comes with its own case.

Our resource catalog of free reports and training videos is searchable online. Visit http://www.kstlap.org. Click on the “Lending Library” to search the catalog.

REQUEST FORM
❑ send materials indicated ❑ address correction ❑ add to LTAP Newsletter mail list ❑ send Road Scholar Program brochure
❑ add to KS LTAP email discussion list

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*For requests outside the United States: After receiving your request, we will notify you of the postage cost and will send materials after receiving payment for postage.
The Kansas Local Technical Assistance Program (LTAP) is an educational, technology transfer and service program of the Kansas University Transportation Center (KUTC), under the umbrella of the KU Transportation Research Institute. Its purpose is to provide information to local government highway departments and their personnel and contractors by translating into understandable terms the latest technologies in the areas of roads, highways and bridges.

The Kansas LTAP Newsletter is published quarterly and is free to counties, cities, townships, tribal governments, road districts and others with transportation responsibilities. Editorial decisions are made by Kansas LTAP. Engineering practices and procedures set forth in this newsletter shall be implemented by or under the supervision of a licensed professional engineer in accordance with Kansas state statutes dealing with the technical professions.

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