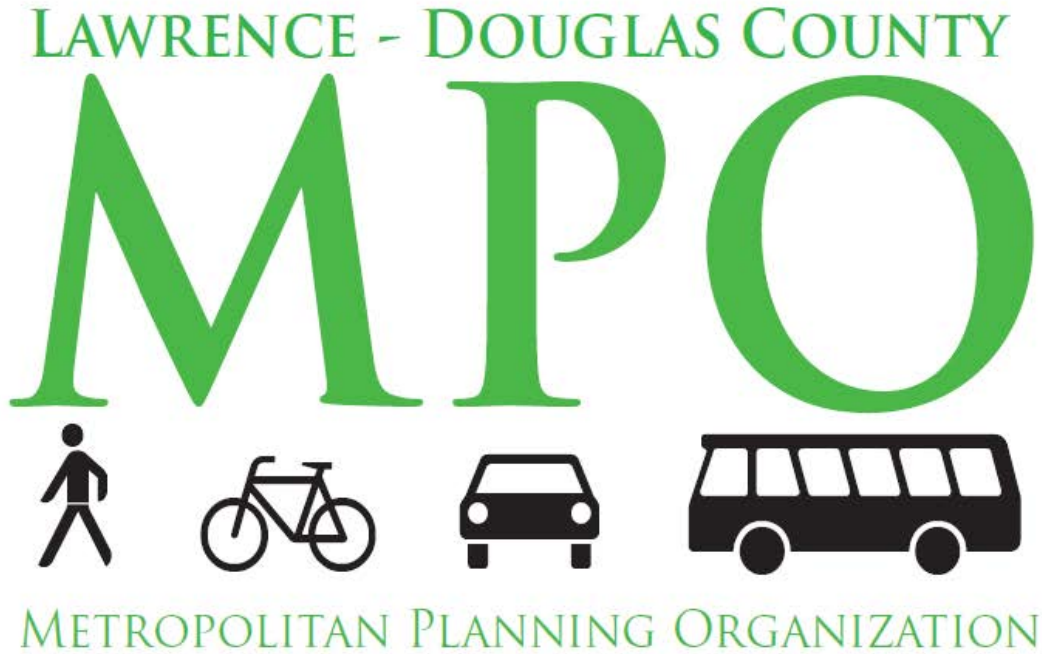


2012

UNIFIED PLANNING WORK PROGRAM



Prepared for the Lawrence-Douglas County Metropolitan Planning Organization

**Prepared by the Lawrence-Douglas County Planning & Development Services
Department**

Approved by the L-DC MPO on October 20, 2011

**2012
Unified Planning Work Program**

Lawrence-Douglas County Metropolitan Planning Organization

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Title VI Note:

The L-DC MPO hereby gives public notice that it is the policy of the agency to assure full compliance with Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, Executive Order 12898 on Environmental Justice, and related statutes and regulations in all programs and activities. Title VI requires that no person in the United States of America shall, on the grounds of race, color, sex, or national origin, be excluded from the participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the L-DC MPO receives federal financial assistance. Any person who believes they have been aggrieved by an unlawful discriminatory practice under Title VI has a right to file a formal complaint with the L-DC MPO. Any such complaint must be in writing and filed with the L-DC MPO's Title VI Coordinator within one hundred and eighty (180) days following the date of the alleged discriminatory occurrence. For more information, or to obtain a Title VI Discriminatory Complaint Form, please see our website at <http://www.lawrenceks.org/pds/MPO>.

Lawrence – Douglas County Metropolitan Planning Organization (L-DC MPO)

2012 Unified Planning Work Program

January 1 – December 31, 2012

INTRODUCTION

Federal regulations (i.e., 23 CFR § 420 and 23 CFR § 450.308) require each Metropolitan Planning Organization (MPO) to develop a Unified Planning Work Program (UPWP) in cooperation with the state transportation agency (i.e., the Kansas Department of Transportation, KDOT) and the public transit provider serving the region (i.e., City of Lawrence Transit – the T).

The purpose of the UPWP is to identify the transportation planning activities proposed by each of these three cooperative partners in the metropolitan transportation planning process and the source of funds proposed to pay for these activities. Because federal law (i.e., 23 USC § 134 and 49 USC § 5303 & 5304) requires certain transportation planning products (i.e., metropolitan transportation plan, transportation improvement program, unified planning work program, public participation plan) to be created and adopted on a periodic basis, the UPWP is also intended to provide a framework for ensuring that these required documents are produced in a timely fashion.

Roles of the Cooperative Partners in the MPO Process

The Lawrence-Douglas County Metropolitan Planning Organization (L-DC MPO) is the lead cooperative partner responsible for undertaking the federally required Continuing, Comprehensive and Cooperative (3-C) transportation planning process within the Lawrence-Douglas County Metropolitan Planning Area (MPA). This includes developing, in cooperation with KDOT and Lawrence Transit, the Metropolitan Transportation Plan (MTP) and the Transportation Improvement Program (TIP) which together establish the planning policy and transportation investment priorities for the MPA. The L-DC MPO is designed to foster cooperation among local governments in the region in order to plan for and develop a multi-modal transportation system that meets the mobility needs of the area's residents and serves the region's economy. The L-DC MPO is interested in planning and developing mobility systems that meet the needs of both the urban and rural areas within the MPA, and with fostering cooperation and coordination between the transportation investments and land use decisions made throughout Douglas County.

The Kansas Department of Transportation (KDOT) is the liaison between the L-DC MPO and federal transportation agencies (Federal Highway Administration/FHWA and Federal Transit Administration/FTA). KDOT performs two distinct roles in the metropolitan transportation planning process. First, KDOT is one of the cooperative partners and fully participates in the development and implementation of the MTP and the TIP as well as other L-DC MPO planning activities. Second, KDOT performs an oversight role. In this role, KDOT is responsible for

approving the TIP and UPWP, and periodically certifying to the FHWA and FTA that the Lawrence-Douglas County metropolitan transportation planning process meets all state and federal requirements. KDOT is also responsible for ensuring that the L-DC MPO complies with all federal grant management regulations.

The City of Lawrence Transit System (the T) is another important partner in the MPO transportation planning process and fully participates in the development and implementation of the MTP and the TIP. The Lawrence T staff provides comments and makes presentations about important transit related items at Technical Advisory Committee (TAC) and MPO Policy Board (MPO) meetings. The T staff also shares concerns expressed by the transit community (including the Public Transit Advisory Committee-PTAC) with MPO committee members and staff. This helps keep MPO discussions focused on a multi-modal regional transportation system. Lawrence Transit's primary responsibility is the operation of the public transit system within Lawrence, but the T staff also performs certain planning functions, such as planning for new transit routes which are implemented in coordination with the MPO.

Required MPO Planning Products and Their Status

Metropolitan Transportation Plan (MTP)

In 2008 the L-DC MPO completed a new MTP (called the Transportation 2030 Long Range Transportation Plan) that is compliant with SAFETEA-LU planning regulations. This plan was approved on March 26, 2008 and will be in force until March 26, 2013 or until its replacement is approved. This effort involved staff work by the MPO and its consultant team over a tight timeline of less than a year. KDOT staff was invaluable in providing technical assistance with the regional travel demand modeling portion of this planning effort. Currently a new MTP covering Douglas County must be approved at least once every five years (four years if Douglas County is designated non-attainment for ozone as has been discussed recently if the standard changes). During 2009 the L-DC MPO made two amendments to the MTP. The first amendment was made to update and rename the Bicycle Facilities Map and related text in Chapter 8. The second amendment was made to add a project list and text discussing the American Recovery & Reinvestment Act. In 2010 the MPO staff began work on updating the region's travel demand model and the MTP document. This work continued throughout 2011 and will continue through 2012 with a new MTP draft scheduled for public review and approval in late 2012.

Transportation Improvement Program (TIP)

The TIP is a major implementation tool for the Metropolitan Transportation Plan (MTP). The TIP is essentially the gatekeeper document for all improvements to regionally significant routes and for the use of federal funds. If a roadway or transit project in the Metropolitan Planning Area (MPA) is regionally significant and/or needs federal funding then it must be listed in the TIP. Otherwise the project cannot proceed. On April 23, 2008 the L-DC MPO completed a new TIP. Since that time the 2008-2012 TIP has been amended eleven times including the last amendment of that document approved in September 2011. A new TIP must be adopted at least once every four years, but the MPO staff is planning on creating a TIP update about every two years in order to keep the number of TIP amendments to a manageable level and to provide more opportunities for public participation. During 2010 the MPO staff began work on a major overhaul of the TIP document to bring it more in line with the current federal planning regulations covering TIP contents and development. That effort continued through most of 2011

with a new 2012-2015 TIP approved in October 2011.

In order to comply with federal regulations the L-DC MPO also works with KDOT to produce an annual list of surface transportation projects for which federal funds were obligated in the previous federal fiscal year. This list is produced by the MPO staff each year as a separate memo, and the latest list is included in each new TIP update and amendment. The MPO staff will soon begin work on creating the FFY 2011 list.

Unified Planning Work Program (UPWP)

On October 20, 2011 the L-DC MPO approved this 2012 Unified Planning Work Program (UPWP). The annual UPWP describes the work of MPO staff and consultants and will guide the development cycle of major work products through the metropolitan transportation planning process. This document also contains a budget used to program federal Consolidated Planning Grant (CPG) funds used by the L-DC MPO to carry out the 3-C planning process in Douglas County.

Public Participation Plan (PPP)

A new PPP that meets all of the SAFETEA-LU regulations was approved by the L-DC MPO on April 16, 2009. During the preparation of this new PPP the MPO staff reviewed the planning regulations pertaining to the development of a PPP and conferred with FHWA, FTA, and KDOT staffs about what is needed to convert the old 2004 Public Involvement Plan into a SAFETEA-LU compliant PPP. The 2009 PPP brought our public involvement process fully into compliance with federal rules. That PPP covers the review and approval processes for all MPO documents and projects. It also outlines the public involvement process used by the Lawrence Transit staff. In late 2011 the MPO staff began a review of the 2009 PPP and proposed some revisions to that document. Those changes are proposed for MPO approval in early 2012 so they can be coordinated with and approved before public meetings are held for the MTP update planned for completion in late 2012.

Metropolitan Planning Agreement

The roles and responsibilities of the planning partners can be further clarified in a cooperative metropolitan planning agreement. This agreement is described in the federal metropolitan planning regulations. The L-DC MPO approved the Cooperative Agreement on May 21, 2009.

Title VI Program Manual

The L-DC MPO approved a Title VI Program Manual (Title VI Plan) on July 30, 2009. This plan describes how the MPO will discourage discrimination in the 3-C MPO planning process and address any complaints of discrimination that arise from MPO activities.

Regional Intelligent Transportation Systems (ITS) Architecture

The L-DC MPO completed its first ever Regional ITS Architecture in 2008. ITS deployment is the application of advanced technologies in transportation system operations and management. ITS architectures include applications in the areas of traffic control, traveler information, public transportation, and incident management. This architecture shows how the people and agencies involved in transportation planning and operations will relate to each other as well as how all of the technology will be integrated. Potential benefits from the ITS architecture include more efficient use of the transportation infrastructure, energy savings, and improvements in safety, mobility, accessibility, and productivity.

2011 UPWP Accomplishments

- Completed and approved this 2012 UPWP
- Completed one amendment and one budget revision to the 2011 UPWP
- Completed an application for Non-Competitive CPG funding from KDOT and received \$50,000 for travel demand modeling and public participation work to support the MTP update in 2012
- Creation and approval of a logo and information pamphlet for the MPO
- Created and approved the first ever Limited English Proficiency (LEP) Plan for the L-DC MPO and submitted the LEP Plan to KDOT

- Approved one last amendment (#11) to the 2008-2012 Transportation Improvement Program (TIP)
- Approved a new 2012-2015 TIP that added an Environmental Justice section and a Operations & Maintenance discussion to the document and addressed all of the TIP content and process issues noted in federal planning regulations

- Worked with TAC members to complete the first Transportation System-Status Report for the L-DC MPO Area (2010 Transportation System-Status Report) and incorporated the information from that report into the MTP update process
- Updated the Functional Classification Maps for Lawrence and Douglas County and sent those updated maps to KDOT and FHWA for approval
- Extended a consultant contract for travel demand model support and continued to review and update the model network and traffic analysis zones, and began using the model to run network/development scenarios for use in the next MTP update
- Formed the T-2040 Advisory Committee to assist the MPO staff in creating the new T-2040 Transportation Plan
- Attended staff level meetings and worked for the development and completion of the KDOT sponsored 5-County Regional Transportation Study – Phase 2 covering Douglas, Johnson, Wyandotte, Miami and Leavenworth Counties
- Worked with Lawrence, Douglas County, and KDOT staffs and the consultant team to complete the US-40/K-10 Interchange Area Transportation Plan
- Completed three applications for Competitive CPG funding from KDOT and received \$160,000 collectively for the Commuter Park & Ride Study, the Fixed Route Transit and Pedestrian Accessibility Study, and the Countywide Bikeway System Plan
- Worked with the Bicycle Advisory Committee to complete an extensive review of the Bikeway System Map and identify difficult bicycling intersections that need attention, distribute hundreds of Bicycle Rideability Maps, participate in Bike Month activities, successfully complete the 3rd annual bicycle and pedestrian count, and gain MPO and local government approval of the Downtown Lawrence Bicycle Parking Report
- Worked with the Douglas County Air Quality Advisory Committee, KDOT and others to monitor the status of air quality standards updates and designations
- Developed a MPO Complete Streets resolution
- Approved a new Chapter 8 – Transportation Chapter of the Lawrence-Douglas County Comprehensive Plan that references the MPO-approved MTP as the local comprehensive plan transportation chapter and improves coordination between the

area's land use and transportation planning functions

- Attended several Coordinated Transit District #1 meetings and worked with paratransit operators in Douglas County to identify the major issues involved with improving paratransit coordination and to start work on the update of the Coordinated Public Transit-Human Services Transportation Plan (CPT-HSTP)
- Formed the Regional Transit Advisory Committee (RTAC) to assist the MPO staff with updating the CPT-HSTP and bringing transit/paratransit issues more effectively into the MPO processes and documents

Anticipated Major Planning Activities for 2012

Program Support & Administration

- Preparation and approval of the 2013 Unified Planning Work Program (UPWP)
- Review of the 2009 Public Participation Plan (PPP) and completion of any updates/revisions to that plan that are needed before the start of public participation activities for the MTP update

Short Range Transportation Planning

- Implementation of the new TIP project submission and updating process that allows MPO staff and project sponsors (KDOT, City, County) to make changes to project listings and update their projects in the database, and the completion of 2012-2015 TIP amendments on a quarterly calendar

Long Range Transportation Planning

- Obtain travel demand model training for MPO staff and begin to build in-house capabilities to maintain the regional model
- Transfer the regional travel demand model from KDOT to the MPO staff for future operation and maintenance
- Complete the process of updating the regional travel demand model for use in the new T-2040 MTP to replace the current T-2030 Transportation Plan
- Complete the 2010 and 2011 Transportation System-Status Reports for Douglas County and incorporate the information from those reports into the MTP update process
- Work with all the MPO planning partners, the public, and other interested groups to draft the next update of the MTP to replace the current Transportation 2030 (T-2030) document
- Work with the MPO consultant to create and use the public participation plan for the MTP update process
- Confer with area transit operators and determine how the MTP should be modified to reflect recent changes in the Lawrence Area transit system and new City-KU transit consolidation efforts
- Design a program to inform the region's freight community (major shippers and carriers) about the MPO process and invite them to become involved and share their concerns with MPO staff and to become involved in the MTP update process

- Manage the consultant contracts for the Commuter Park & Ride Study, the Fixed Route Transit and Pedestrian Accessibility Study, and the Countywide Bikeway System Plan that are funded with Competitive CPG funds and participate in those studies and incorporate those study discussions and results into the MTP update as much as feasible
- Continue to work with the Bicycle Advisory Committee to review and update the Bikeway System Map as needed, participate in “Bike to Work” week and other bicycle awareness and safety promotional activities as requested, distribute copies of the Bike Rideability Map, conduct the 4th annual MPO bicycle and pedestrian counting program, and participate in other bicycle and pedestrian related planning activities
- Incorporate Complete Streets principles into local development codes and infrastructure standards to benefit all street users (pedestrians, cyclists, transit users, motorists)

Public Transportation Planning

- Continue to participate in Transit Planning Team meetings and assist the City of Lawrence and the University of Kansas staffs with planning for the continued coordination of the Lawrence T and KU On Wheels operations into one highly coordinated citywide transit system meeting the needs of the general public and the KU population
- Monitor planning efforts by KDOT, MARC and others to study commuter transit service possibilities between Topeka, Lawrence and the Kansas City Metro Area and to work with these other planning agencies as MPO staff time and funds allow
- Discuss paratransit issues and challenges with specialized transit providers in Coordinated Transit District -1 and assist those providers with incorporating paratransit topics into MPO processes and documents including the Metropolitan Transportation Plan (MTP)
- Review the new updated Coordinated Public Transit–Human Services Transportation Plan for Douglas County and work with the recently formed Regional Transit Advisory Committee (RTAC) to include transit/paratransit issues in the 2012 update of the MTP

Planning Priorities for 2012

As noted above the Lawrence-Douglas County MPO staff has many work tasks to complete in 2012. Some of those tasks are ongoing items, such as administration and completing a new work program for the coming year. Other tasks are things that need to be done periodically but not every year, such as creating a Bicycle Rideability Map.

In 2009 and 2010 the focus of the MPO staff was on getting the newly re-designated MPO Policy Board (re-designated on 12-8-2008 with a major change in composition) educated about their role in the regional transportation planning process and bringing the core MPO products (Metropolitan Transportation Plan, Transportation Improvement Program, Unified Planning Work Program, Public Participation Plan) into compliance with current federal MPO regulations. By the end of 2010 the MPO reorganization and education period was complete, and the MPO only had a couple of required documents left to upgrade (the TIP and MTP).

Starting in 2011 the focus of the MPO staff work shifted from getting a new MPO up and running to making progress on preparing a new TIP document that fully met all TIP requirements in federal regulation and beginning preparations for the next update of the Metropolitan Transportation Plan (MTP) that was due in early 2013.

All of the things that the MPO staff and MPO committees dealt with in 2009 and 2010 will still need to be done in 2012, but most of those things have been completed and will not need constant attention this year or they have become routine items easily handled by the MPO staff and TAC members. So now with the MPO reorganization complete and a new TIP approved in late 2011, the major focus of the MPO staff's attention can turn to the drafting and public input process for the new MTP (Transportation 2040). Getting a final staff draft of that new transportation plan ready for the final round of public comments and MPO approval by late 2012 is the main focus of this year's work program. Every other activity for the MPO staff in 2012 is a second priority to and/or is related to the timely completion of the new MTP.

1. PROGRAM SUPPORT AND ADMINISTRATION

Background/Previous Work:

Program Support and Administration includes providing program support, grant administration, and interagency coordination in relation to the Consolidated Planning Grant (CPG) allocated by KDOT to the L-DC MPO. The CPG is comprised of Planning (PL) funds from the FHWA and Section 5303 funds from the FTA.

On December 8, 2008 the L-DC MPO was re-designated with a voting membership consisting of mostly elected officials from around Douglas County. This new MPO includes representatives from all of the cities in the county and replaced the Lawrence-Douglas County Planning Commission that had served as the region's MPO since 1982. The re-designated MPO manages the metropolitan transportation planning process in compliance with applicable federal laws (i.e., SAFETEA-LU), federal regulations (i.e., 23 USC § 134), and the terms set forth in the L-DC MPO Re-Designation Agreement signed by KDOT, Douglas County and Lawrence in December 2008. The MPO staff administers CPG funds in accordance with 49 CFR Part 18—Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments and OMB Circular A-87—Cost Principles for State, Local, and Indian Tribal Governments.

As noted in the L-DC MPO Re-Designation Agreement, the KDOT representative on the MPO Policy Board began their service as the first chairperson for our region's re-designated MPO and called the first meeting of this new group to order on January 22, 2009. During 2009 the MPO and KDOT staffs educated new MPO members about their role in the MPO 3-C process and provided them with a description of what they need to approve and when. The MPO staff also informed the new MPO members that they needed to create bylaws within six months of the re-designation, and new MPO Bylaws were approved on April 16, 2009. To comply with federal regulations and further outline the relationships and responsibilities of the L-DC MPO, KDOT, and the public transit provider in the region (City of Lawrence) a Cooperative Agreement was created and signed on June 22, 2009. That agreement describes ways in which

these three entities will cooperate to support MPO operations in Douglas County. On July 30, 2009 the L-DC MPO selected its first elected chairperson and vice-chairperson.

The City of Lawrence is the host agency for our small MPO. The full-time MPO staff consists of two employees housed within the Lawrence-Douglas County Planning & Development Services Department (PDS). In addition to providing that full-time MPO staff, the PDS Department also provides MPO staff support for administrative, GIS, and land use planning services. Other City Departments (legal, finance, information systems, human resources, city manager, etc.) also provide support services for MPO operations as needed, and those services are coordinated through the PDS Director who serves as the MPO Secretary.

During the last three years (2009-2011) the MPO has significantly improved its online presence, and that effort has been supported by the City of Lawrence. MPO information has been put online by City staff, and the MPO staff has worked to keep that information up to date. As MPO host the City has provided phone, web site and internet support services for MPO operations. Those electronic communication services provided by the City are important parts of the MPO's required public participation activities and complement the staff support services provided by the PDS and other City departments. With the cooperation and support of the City, the MPO has greatly improved its performance and status in Kansas over the last three years. The MPO staff expects for this cooperation with the City of Lawrence as MPO host to continue in the future for mutual benefit.

Program Objectives:

- To focus MPO staff and funding resources along with support services from planning partners and the host agency so that all of the required MPO documents (MTP, TIP, UPWP, PPP, etc.) stay current and the L-DC MPO remains in compliance with USDOT metropolitan planning regulations
- To provide overall management of the Continuing, Comprehensive and Cooperative (3-C) transportation planning process
- To provide funding and administrative assistance for the procurement and administration of MPO-approved contracts for professional services, printing, and other services needed by the MPO to carry out the 3C process
- To provide staff support services to the L-DC MPO Policy Board (MPO) and Technical Advisory Committee (TAC) and any other MPO advisory committees, and encourage communication within and between these groups
- To provide training opportunities and funding for MPO staff and MPO committee members so that they can learn more about the MPO process
- To provide assistance to the MPO for the administration of Consolidated Planning Grant (CPG) funds used for MPO operations
- To produce documents needed for the support and administration of the regional MPO planning program (e.g., UPWP, PPP, etc.)
- To implement a public participation process that gains meaningful public input into the transportation planning process, and provides convenient opportunities for public access and comment on regional transportation planning concerns
- To produce documents and other materials that help educate the MPO members and the public about the MPO process and its role in decision-making for transportation

- system improvements
- To monitor state and federal funding initiatives and legislative activities, report those activities to the TAC and MPO, and assist with the preparation of responses to those state and federal proposals
- To review federal and state policies and guidance regarding metropolitan transportation planning and incorporate changes as necessary into the MPO processes and documents
- To coordinate with and provide support to local governments in the region in developing project proposals for state and federal transportation funding

Work Tasks:

The Program Support & Administration Work Category is divided up into four work tasks. These work tasks are listed below with a brief description of what the MPO staff expects to do under each of those tasks. The detailed UPWP Budget included later in this document includes a budget for each work task.

1.1 MPO Administration and Staffing

This work task includes all general MPO administrative duties, budget preparation and tracking, and various other items needed to support the MPO staff as they conduct the 3-C process. This task includes the administrative duties to manage staff and funding resources and support from planning partners that are not specified under any other work task in this document. This task includes the development of quarterly billing and progress reports for the MPO process and administrative paperwork needed to document the use of federal planning funds and match amounts (cash and non-cash) from state and local sources.

This work task includes the administration and tracking of direct expenses for MPO activities (travel, equipment and supplies, mileage, printing, training fees, etc.) that are not specifically listed under another work task. The MPO staff will check with KDOT staff to determine the eligibility of each direct charge for CPG reimbursement before making the purchase.

This work task also includes any staff time needed to develop or amend bylaws for MPO committees. Since new bylaws for the MPO Policy Board, Technical Advisory Committee, and the Bicycle Advisory Committee were all approved in 2009 and the newly formed Regional Transit Advisory Board had bylaws approved in 2011, the staff does not expect to need much staff time for bylaws work in 2012.

The administration of MPO staffing activities (hiring, evaluations, etc.) as well as the administration of supply and equipment purchases is handled under this work task. The administration of MPO consultant contracts is also handled under this work task unless specifically listed under another work task. During the last three years the MPO purchased new computer hardware and software and contributed funds towards printer supplies used for MPO work. No major MPO equipment purchases are anticipated for 2012 although some expenditure for supplies and routine maintenance fees for software may occur this program year.

1.2 Unified Planning Work Program

This work task includes the development of the annual UPWP for the coming year. The MPO staff will confer with MPO and TAC members to begin this UPWP development process during the summer each year and produce a new UPWP for MPO approval by the end of November. The MPO staff will also prepare any needed UPWP amendments under this work task. During 2012 a new UPWP for 2013 will be produced and any needed amendments to the 2012 UPWP will be drafted and sent to the MPO for approval.

1.3 Public Participation Plan

This task includes the creation, maintenance/update, and implementation of a public participation process and public participation plan and related documents and procedures for the MPO. In 2009 this activity included the completion of a new Public Participation Plan that meets all SAFETEA-LU metropolitan planning regulations. That new PPP was approved by the MPO on April 16, 2009. The continued use of the PPP to educate MPO members to the public participation process in our region and the use of public involvement techniques to provide the public with educational material about the MPO will be part of this task during 2012. This includes the ongoing update of the MPO website that includes meeting schedules, documents and contact information.

The MPO staff does not expect to spend much time on general MPO public education and participation in 2012. However, the MPO staff expects to be quite busy with public participation activities related to the update of the Metropolitan Transportation Plan (MTP). Those MTP related public involvement activities will be handled under the MTP task discussed later in this document. Other public participation activities related to specific MPO projects or documents are included under those work tasks described in other sections of this UPWP.

During the second half of 2011 the MPO staff worked with Technical Advisory Committee (TAC) members and KDOT staff to review the PPP in advance of the MTP public participation process and make an assessment of the strategies in the PPP. This assessment will determine which strategies have been effective and which ones have not. This information will be included in a review and update of the PPP that will be completed in the first half of 2012.

Recently the KDOT asked the MPO to develop a Limited English Proficiency (LEP) Plan. That plan will determine the number and proportion of recipients of MPO benefits from federally funded MPO activities and then determine if that amount of LEP persons will be significant and warrant translation services. The MPO staff worked with KDOT staff to follow KDOT and USDOT guidance on how to develop the LEP Plan and its implementation actions. The MPO approved the LEP Plan on June 16, 2011. During 2012 the MPO staff anticipates implementing the LEP as the PPP is reviewed and public participation activities increase as the MPO updates its MTP.

1.4 MPO Education and Staff Training

For 2012 this task will involve the education of any new members appointed to the MPO or the TAC. Staff will teach them about MPO documents, the regional 3-C process, and their

role in it. The MPO staff does not expect to spend very much time on educating MPO members about their roles in the planning process during 2012 since much of this education was completed in 2009 in conjunction with the MPO re-designation process and only a few MPO members have changed since then. For new members the MPO staff will make educational material available and answer all MPO questions from these new appointees.

Training time for MPO staff is handled under this work task unless specifically noted under another work task. During 2012 the MPO staff plans on attending the following types of workshops, conferences, and training sessions as staff time and funding allows. Training events related to the development of the Metropolitan Transportation Plan (MTP), the incorporation of Complete Streets Principles into MPO documents, reviewing and updating the Public Participation Plan (PPP), and training related to any new topics from a new federal surface transportation act if one is passed in 2012 will be timely and a high priority for staff in 2012. Training for travel demand modeling will also be a priority in 2012, but that training will be done under the Regional travel Demand Model & Data Development work task.

- National American Planning Association (APA) Conference – staff may attend transportation track sessions and earn credits for American Institute of Certified Planners (AICP) certification maintenance
- Kansas APA Chapter conferences, meetings and workshops
- National Transit Institute and National Highway Institute workshops in Kansas City or other nearby cities that provide training for MPO related topics
- Kansas Association of Metropolitan Planning Organizations (KAMPO) meetings
- Other training that the MPO members or MPO staff request to attend and that KDOT approves as an eligible activity for CPG reimbursement and that can be afforded within the UPWP budget

Program Support & Administration Work Products (with approximate due dates):

- Quarterly Progress and Billing Reports for KDOT (January, April, July, October)
- MPO section of the 2011 Planning & Development Services Department - Annual Report (March)
- 2011 MPO Completion Report (used by FHWA/FTA and KDOT in closing out 2011 CPG grant – sent to KDOT in March)
- 2013 Unified Planning Work Program (sent to KDOT, FHWA, FTA and transit provider in September and approved by the MPO by November)
- Meeting agendas and supporting documents for MPO, TAC, Regional Transit Advisory Committee (RTAC) and Bicycle Advisory Committee (BAC) meetings (one week before meeting dates)
- Meeting Minutes for MPO, TAC, RTAC, and BAC meetings (two weeks after meeting dates)
- Various correspondence with FHWA, FTA, KDOT, and local city/county officials regarding the administration of the MPO process (as needed)
- Contract and grant administration documents in support of the UPWP (ongoing)
- Grant applications for any special funding outside the annual work program and grant writing assistance to other agencies in the region seeking federal or state assistance for transportation projects (as requested and MPO staff time allows)

- Acquisition of equipment, supplies, printing, computer software, and computer hardware as needed to support transportation planning activities (as needed)
- Purchase and administration of professional services to provide staff training and/or other professional services (as needed)
- Training for MPO members and MPO staff (as needed)
- Updates and improvements to the MPO website (ongoing)
- Implementation of the PPP and review of public comments received about the MPO processes and documents (ongoing)
- Reports and data related to the assessment of the 2009 PPP and updates/revisions to that document (start in 2011 with completion in 2012)
- Processing of any Title VI complaints received in accordance with our Title VI Program Manual (as needed)
- Processing of any requests for translation services from LEP persons in accordance with our LEP Plan (as needed)
- Education of MPO committee members (ongoing)

2012 Budget for the Program Support & Administration Work Category:

Estimated Costs

Full-time MPO Staff Costs	\$ 32,088
Consultant, Training, Equipment and Supply Costs	\$ 1,250
 Estimated Total Expenditures	 \$ 33,338

2. SHORT RANGE TRANSPORTATION PLANNING

The Short Range Transportation Planning Work Category includes MPO work on projects that have a more direct impact on programming funds, supporting others who actually review and design land use and transportation projects, and helping to shape development rules that allow our region to develop land and build transportation systems that add to the region's economy and quality of life. The work tasks included under this category typically produce products that are used on a routine basis and are things that you can see the results of in a short time period after adoption. The work done by MPO staff under this category typically has more immediate impacts on people and projects than the work done under the Long Range Transportation Planning category. The work done under this category is often the implementation step to the policies set forth in the Long Range Planning documents. For example, the recommended transportation improvements outlined in the Metropolitan Transportation Plan are implemented through the programming of funds that occurs through the Transportation Improvement Program.

Under this Short Range Transportation Planning category there are three work tasks (Transportation Improvement Program, Current Planning-Support & Coordination, and Access Management—Plans, Guidelines and Standards). Each of these work tasks are described below with their individual objectives and history.

2.1 Transportation Improvement Program (TIP)

Background/Previous Work:

In April 2008 the L-DC MPO approved a 2008-2012 TIP that has since been amended eleven times. The latest version of the 2008-2012 TIP (Amendment #11 approved on September 15, 2011) provided updated information for several roadway projects and added funding for restoration of the Lawrence passenger rail station.

During 2010 and 2011 the MPO totally overhauled and improved the TIP document to meet all federal planning regulations for TIP content and development. The result of that effort was the approval of the new 2012-2015 TIP on October 20, 2011. That new document includes an Environmental Justice analysis, discussion of the Operations & Maintenance funding for the region's transportation system, an improved project table format, standardized project submission form, and several other improvements. This new TIP also includes a recommended quarterly schedule for TIP amendments designed to consolidate and reduce the number of amendments made to the TIP. Another major change to the TIP is that it is now a four-year rather than a five-year document. However, even with this shorter time period the TIP is still coordinated with the 5-Year Plans tracking federal funds filed by local governments with the KDOT Local Projects Office. In developing this new TIP the MPO staff and TAC expect to make some amendments to it as needed and to consider full updates of the document every two years even though federal regulations only require a full update every four years. The MPO staff expects that a two-year cycle for TIP updates will keep the number of amendments to a manageable size. With all of that TIP work done in 2011, the MPO staff does not expect to spend much time on TIP work during 2012. However, that could change if a new federal surface transportation act to replace SAFETEA-LU is passed soon or the air quality status of the region changes. At this time neither of those things seems likely.

Program Objectives:

- To program, schedule and prioritize all regionally significant and/or federally funded transportation improvement projects that are consistent with the Metropolitan Transportation Plan (MTP) and are within the financial capacity of the community through the development of a Transportation Improvement Program (TIP) that meets all federal and state regulations for TIP development
- To develop and maintain (through amendments and revisions) a TIP that implements the current MTP recommendations and addresses mobility issues raised in the MTP
- To develop a detailed and financially realistic program of transportation projects drawn from all elements of the community, that is consistent with the MTP
- To ensure opportunities for public input, review, and comments related to the TIP
- To foster an understanding of the TIP process among member jurisdictions, and to effectively communicate information about the approved TIP to the general public
- To establish and maintain an efficient TIP development and amendment process

Work Tasks:

- Work with the Technical Advisory Committee (TAC) and transportation project sponsors to review proposed projects and determine which ones need to be listed in the TIP
- Work with the TAC and other interested groups to draft needed amendments or revisions to the current TIP so that projects are not delayed due to TIP issues
- Work to educate MPO members and local transportation project sponsors about the TIP development process and MPO planning programs
- Complete a list of projects for which federal funding was obligated to in FFY 2011 and post that list on the MPO website and/or publish it as part of the next TIP update or amendment

Products:

- TIP amendments and/or revisions (as needed)
- Annual list of transportation projects for which federal funds have been obligated in the preceding Federal Fiscal Year

2.2 Current Planning - Support and Coordination

Background/Previous Work:

The MPO staff has attended numerous case review meetings with staff from the Lawrence-Douglas County Planning & Development Services Department (PDS) and other local government departments and utility companies over the last decade. The MPO staff attends these meetings to gain knowledge about proposed land development projects that may significantly impact the regional transportation system. The MPO staff works closely with the Lawrence Traffic Engineer and other local officials to review and comment on proposed land uses and major projects that will generate large traffic volumes and impact surrounding roads. This activity is useful in forming a staff level connection between the regional MPO transportation planning staff and the land use planners and engineers overseeing various subdivision, zoning, and conditional use permit cases. The MPO staff has reviewed numerous traffic impact studies for proposed developments and made comments about those studies in coordination with the local PDS and Public Works staffs.

During 2008 the MPO staff changed entirely and for the first time the MPO had two full-time employees dedicated to MPO work. This new staff began to review the area's development codes and land development projects from a multi-modal perspective. The MPO staff reviews plans to make sure that all users of the site, regardless of travel mode choice, are afforded safe and convenient mobility to and around the site. This means that MPO staff looks at development plans to ensure that people arriving by transit and non-motorized means will be accommodated and that the required provisions for transit, pedestrian and bicycling facilities are made a part of the final plans. Encouraging multi-modal access to new and redeveloped sites in the region is one of the ways the MPO coordinates the goals of the Metropolitan Transportation Plan (MTP) with the local land use planning process. This multi-modal perspective in project reviews by MPO staff will continue through 2012 and beyond.

In 2009 the City of Lawrence received a Bronze Level rating as a Bicycle Friendly City (BFC) from the League of American Bicyclists. The MPO staff working with the Bicycle Advisory Committee (BAC) is planning to apply for this honor again and possibly reach the Silver Level in 2013 when the next BFC application is due. As part of efforts to improve its BFC status the MPO staff now reviews development plans to ensure adherence to requirements for bikeways, bicycle parking, and sidewalks in new and redevelopment projects. The MPO staff and the BAC have also begun to work with the PDS staff to coordinate roadway design concepts and standards to ensure that the needs of non-motorized travelers and transit users are addressed. The MPO is also working to incorporate Complete Streets principles into local development codes and infrastructure standards to benefit all street users (pedestrians, cyclists, transit users, motorists). During 2012 the MPO staff plans to continue its work towards making the region's development codes more bicycle-friendly and to incorporate more Complete Street principles into the region's set of development codes.

Program Objectives:

- To educate MPO staff about the proposed land uses in the region and their impacts on the regional transportation system
- To educate the local land use planners about the regional transportation planning activities and provide a regional planning context for a more thorough review of proposed land use changes
- To provide an opportunity to share ideas and concerns between MPO and local land use planning staff in order to strengthen the connections between land use and transportation system planning
- To provide an MPO perspective about transportation issues and provide information on how land use changes impact the regional transportation system and offer comments on proposed land development projects
- To help make the review of land development projects more sensitive to the multi-modal mobility concerns addressed by the MPO and discussed in MPO documents

Work Tasks:

- Attend case review meetings and offer comments on proposed land use changes that will impact the regional transportation system, present a regional MPO perspective on proposed projects and their impacts on the transportation system, and learn about land use planning work being done in the region
- Work with the Lawrence Traffic Engineer, Lawrence City Engineer, and other local and state government officials to provide comments about land use changes that are capable of having noticeable impacts on the regional transportation system, and to work with public officials and developers to make changes as needed to projects to minimize their impacts on the regional multi-modal transportation system
- Work with local and/or state officials to review and scrutinize traffic studies for land development projects in the region
- Work with local and/or state officials to improve staff level working relationships between the MPO staff and other agency staff working on land use and transportation issues, and to foster improved coordination between land use and transportation planners

- Provide comments on various local and state projects that will have impacts on the regional transportation system and present recommended changes that will minimize the project's impacts on the transportation system
- Provide recommendations for development code changes that can assist our region with moving toward developments that are more accommodating of all travel mode choices and reflect the Complete Streets principles

Products:

- Improved knowledge of land use planning efforts underway in the region and proposed land development projects that will impact the regional transportation system
- Review and comments on the planned land development projects that may significantly impact the regional transportation system
- Review and comments on traffic impact studies for proposed land developments
- Recommended changes to the development codes used in the region

2.3 Access Management – Plans, Guidelines and Standards

Background/Previous Work:

Over the last few years the MPO staff has, as time allowed, reviewed local land use regulations and plans, and reviewed MPO policies and plans regarding access management and roadway operations. This effort was the beginning of an effort to consolidate all of the access management related guidelines and standards into one place in the development codes so that access management could be more easily incorporated into the review of land development projects and so the public could better understand what access management is and how it is used to review and revise project plans. The MPO staff met regularly on this topic during 2008 and some progress was made. However, with mid-year MPO staff turnover and the re-designation of the MPO in late 2008, this access management activity was basically put on-hold.

During 2009-2010 the MPO staff continued to work on this activity sporadically, but due to the immediate nature of some other work tasks (e.g., TIP amendments, staff participation in the 5-county Regional Transportation Study, etc.), the work on this access management task did not progress significantly. During 2011 work on this task took the form of some review and suggested changes to local access management codes. Instead of creating one document where all of the access management codes are put together, the MPO staff has worked recently to review local codes and coordinate those codes with MPO goals to create a multi-modal transportation system and protect the operational integrity of the arterial and collector street systems.

Program Objectives:

- To review all existing land use and transportation plans and development regulations covering the region and identify all of the access management related items found in these documents

- To work with state and local officials to consolidate access management regulations into one place so that updates of those regulations can be made and so they can be understood and maintained more easily
- To create a new access management guidelines and standards publication that can be used by government and private-sector professionals to help design and review project plans more efficiently, and use this new publication as a tool to educate the public about the importance of access management policies

Work Tasks:

- The MPO staff will work with local and state officials to review existing land use and transportation plans and development codes, and identify all of the access management related items in those documents
- The MPO staff will lead the effort to update and consolidate all of the access management regulations into one document that will replace the existing access management codes now scattered throughout several different plans and codes

Products:

- Inventory of access management related guidelines and standards found in plans and development codes used in the region
- New access management guidelines and standards publication that can be used easily by the public and transportation professionals, and that replaces the hodgepodge of access management rules now found in various code books and plans

2012 Budget for the Short Range Transportation Planning Work Category:

Estimated Costs

Full-time MPO Staff Costs	\$ 18,952
Consultant, Training, Equipment and Supply Costs	\$ 0
Estimated Total Expenditures	\$ 18,952

3. LONG RANGE TRANSPORTATION PLANNING

The Long Range Transportation Planning Work Category includes major studies that set the future vision for roadway corridors and areas, regional policy setting documents like the Metropolitan Transportation Plan, and other important planning efforts designed to create system plans to be implemented over many years. These planning activities are related to the short range planning tasks, but unlike those short range plans, these long range planning activities typically have broader scopes (e.g., they look at an entire urban street system rather than just a few intersections) and they have longer time horizons (e.g., they look at what needs to happen over the next two decades instead of just what could occur in the next five years). Under this category there are six work tasks that provide the framework for the MPO staff and the public to participate in the discussion of how our region's multi-modal transportation system

is going to look and how it will function now and in the future. Each of these work tasks are described on the following pages.

3.1 Regional Travel Demand Model & Data Development

Background/Previous Work:

The travel demand model for the Lawrence-Douglas County Metropolitan Planning Area was created by KDOT staff with assistance from the MPO staff and is used in the development of the Metropolitan Transportation Plan (MTP). This model is in the TransCAD format. This model is now housed in the KDOT Planning Office with a copy stored in the MPO staff computers. KDOT and MPO staffs have had recent discussions about moving this model and some basic modeling capabilities from KDOT to the MPO. In preparation for the development of in-house modeling capacity the MPO approved an on-call consultant modeling contract and used its consultant to provide MPO staff training on the model software, to assist with the model transfer from KDOT to the MPO staff for maintenance, and to coordinate the MPO model with the model developed for the 5-County Regional Transportation Study. During the development of the model for the 5-County Study the Lawrence model was expanded to cover all of Douglas County.

In order to develop the regional travel demand model MPO staff must create and maintain a network map showing all of the roadways to include in the model and the traffic analysis zones that are used to bring land use and socioeconomic data into the model. Although the model results are only used extensively every few years to run scenarios in preparation of a new MTP, the model database needs to be kept up to date on a routine basis. The maintenance of the database includes things like adding new road segments as they are built. This is an ongoing effort. Having a regional travel demand model provides an objective tool to use in transportation investment decisions. However, the creation, maintenance and use of this regional travel demand model is not just a nice tool to have for MPO use. It is a federal requirement.

In order to perform the planning functions mandated by federal planning regulations, the MPO must develop, obtain and maintain accurate and reliable data for the metropolitan region. This work includes coordination with local governing bodies on land use policies and plans, mapping, maintenance of census data, and policy analysis.

Besides the model data use by local government officials the MPO receives requests for model information from consultants working on land development projects. These requests are for things like existing and projected future traffic counts at intersections. Maintaining the model and database helps the MPO provide up to date information in response to these requests.

On April 28, 2011 the KDOT approved a request from the L-DC MPO to provide an additional amount of funding for work on the regional travel demand model and public participation activities in preparation of the next Metropolitan Transportation Plan. The total request for this additional funding was \$50,000 with \$30,000 of that going for the modeling work. The other \$20,000 is for public participation assistance. Both of these activities are planned to be handled with the use of consultants. In the case of the modeling part the MPO obtained approval from KDOT to revise the current contract budget without changing the scope and use

the current company for this modeling work. In the case of the public participation work the MPO will issue a new RFP in 2011 for work to start in late 2011 or 2012.

Program Objectives:

- To maintain the travel demand model and associated data files
- To maintain a geographic information system (GIS) capable of addressing transportation planning analysis needs
- To use modeling and its data to facilitate community dialogue concerning regional development and mobility goals
- To use models and data to evaluate land use and transportation system scenarios
- To use models and data to communicate development changes and their projected impacts on the transportation system to elected officials, business leaders, civic groups, community organizations, and local governments
- To collect, update and analyze data necessary to support the metropolitan transportation planning process and the creation of a regional travel demand model
- To utilize the regional traffic demand model in the creation of a new Metropolitan Transportation Plan

Work Tasks:

- Respond to inquiries and data requests from citizens, public agencies, consultants, elected and appointed officials, MPO members, and the media
- Utilize data to develop layers in the GIS which may include land use, population, employment, environmentally sensitive areas, and transportation data
- Prepare necessary graphics, analyses, and/or presentations
- Maintain and update existing economic, demographic, land development, and other geographic databases useful in transportation planning
- Monitor and report on land use and development trends for informed decision-making and evaluation of long-range forecasts
- Coordinate with state and local government staffs and private consultants to ensure consistent interpretation of data and methodologies
- Update and maintain the regional travel demand model so that it can be used to update the Metropolitan Transportation Plan in a timely manner
- Complete land use forecast scenarios and develop dwelling unit and employment estimates
- Develop land use/transportation network scenarios to model
- Prepare base year existing network, existing + committed (E+C) network, and horizon year scenarios to model
- Deploy a regional travel demand model and train staff in travel demand forecasting methods
- Train the MPO staff in the use of the TransCAD traffic model software (This will be closely coordinated with KDOT staff.)
- Review and utilize demographic data as part of the metropolitan transportation planning process and use Census data (updated as needed) as inputs to the regional travel demand model
- The MPO staff will work with City, County and KDOT officials to compile transportation

safety data and decide how to use this data in the next MTP. The MPO staff will also work with these partners in using this data to propose engineering improvements to help improve the regional transportation system.

- Review and revise the regional travel demand model road network and traffic analysis zone structure as needed
- Manage the consultant contract for modeling work (review and pay invoices, meet with the consultant staff, etc.) and monitor the consultant's progress on the modeling tasks

Products:

- Model analysis of regional roadways, areas, and/or developments in response to data requests (ongoing)
- Transportation infrastructure, land use and density, and socioeconomic information, and other data acquired from outside sources and/or produced by MPO staff and used in the regional travel demand model (ongoing)
- Updated GIS mapping that reflects the latest regional travel demand model outputs and travel demand levels used in the latest MTP update (periodic as the MTP is updated)
- Monitoring and updates of employment and dwelling unit projections for TAZ (Traffic Analysis Zone) level input into the model (periodic as the MTP is updated)
- Travel Demand Model training and experience for the MPO staff (ongoing)
- Updated regional travel demand model for Douglas County that is used in MTP updates and other studies that need future traffic projections for major routes in Douglas County
- Regional travel demand model for Douglas County that is coordinated with the model used in the 5-County Regional Transportation Study

3.2 Metropolitan Transportation Plan

Background/Previous Work:

Federal regulations require that the Metropolitan Transportation Plan (MTP) covers at least a 20-year planning horizon and be reviewed and updated at least once every five years for areas in attainment of national air quality standards. This will change to four years in the future if Douglas County is designated as non-attainment for air quality.

The current MTP for Douglas County is called Transportation 2030/Lawrence-Douglas County-Long Range Transportation Plan (T-2030) and was approved by the MPO on March 26, 2008. Since its approval the T-2030 document has been amended twice, once to update the bikeway system map and once to add proposed American Recovery & Reinvestment Act (ARRA) funded projects. Both of these amendments were approved by the L-DC MPO on April 16, 2009. No MTP amendments were made in 2010 or 2011. The T-2030 plan will expire on March 26, 2013 and if not replaced before that date with a new MTP the region will be faced with KDOT acting to stop the flow of FHWA and most FTA funds to the area. That situation of having the Transportation Improvement Program (TIP) "frozen" occurred in 2008. That situation should not be repeated in 2013.

For 2012 possible reasons to make further MTP amendments are the upcoming changes in transportation funding programs related to the passage of a new federal

transportation act to succeed SAFETEA-LU that expired at the end of FFY 2009, the recent changes in transit services for Lawrence as the Lawrence T and the KU On Wheels operations consolidate, and changes necessitated by revisions to the roadway functional classification maps. However, the more likely process for updating the MTP is for the MPO to create a new MTP to replace T-2030 and to incorporate these changes mentioned above into the new document rather than adding them by amendment in 2012. The MPO staff will monitor these issues and if changes requiring an immediate amendment to the MTP are needed then the MPO staff will prepare an amendment. The MPO staff is not planning on amending the T-2030 document again before it is replaced.

For 2012 the majority of time spent on this task will be for drafting the new Transportation 2040 Metropolitan Transportation Plan for the Lawrence-Douglas County Region. This will also be the primary focus of all MPO staff activity in 2012. Other related work task like the update/revision of the Public Participation Plan will be undertaken in 2012 mainly because it is desirable to do that ahead of a MTP update. Completion of updates to the roadway functional classification maps for the region are part of this MTP work task and those map updates will be done in early 2012 before the new MTP text needing those maps is drafted. Public participation activities for the MTP update will also take place in 2012 and use a consultant funded with extra CPG money awarded to the MPO by KDOT. All of the public participation activities related to the MTP update will also be part of this work task. The RFP to solicit public participation consultants was put out for review in September 2011 and the consultant is scheduled to be hired in late 2011.

In May 2011 the MPO staff discussed the possibility of using a paid intern to help with the update of the MTP. MPO staff also discussed this intern possibility with the Lawrence Communications Director who was also planning on hiring an intern. The MPO staff and Communications Director agreed that they would hire an intern to do some MPO work and an amendment to the 2011 UPWP was approved in June to pay for that intern. The intern created a new graphic format for the MTP update and took photos of several transportation items that will be used in the new document. Another intern may be hired in 2012 to assist the MPO staff with MTP update work.

Another set of items approved by the MPO in May and June 2011 were the Timeline for the MTP Update and the creation of the T-2040 Advisory Committee. That timeline and advisory committee were set in place in mid-2011 to assist the MPO staff in its efforts to keep the MTP update process moving along in a timely fashion. It is important that this next MTP update be completed before T-2030 expires, that this next MTP update involves a meaningful public participation process of sufficient length to give the public ample opportunities to comment on the new MTP draft, and that this MTP update result in a new transportation plan that meets all of the federal planning requirements for the MPO. In the last half of 2011 some preliminary work on drafting the new MTP was begun and the MPO staff made plans to get a new MTP drafted and ready for public comment and approval before the end of 2012.

Program Objectives:

- Update and maintain a MTP that is multi-modal and meets all federal regulations for MTP content and development process
- Assist in integrating the MTP with the KDOT statewide long range plan

- Coordinate the recommendations found in the MTP with the recommendations for transportation improvements found in other transportation plans produced by other agencies (e.g., KDOT, cities and counties, etc.)
- Create and maintain a functional classification map for all public roadways in the L-DC MPO metropolitan planning area (i.e., all of Douglas County)
- Create and maintain a project selection procedure for including projects as recommended system improvements in the MTP
- Continue discussions of ongoing transportation issues in the region and incorporate those issues into the MTP
- Continue the process of coordinating the development of the MTP with local land use, growth management, economic development, and other comprehensive plan elements in the region

Work Tasks:

- Develop revenue projections and project cost estimates to financially constrain the MTP document and any MTP amendments
- Prepare a financially constrained MTP and amendments to the plan for review and approval
- Update and maintain the MTP document so that it stays up to date and reflects the current status of the transportation system in the L-DC MPO area and stays in compliance with federal planning regulations
- Review statewide and national plans for transportation networks and confer with the TAC and KDOT staff to determine how the L-DC MPO transportation plan can be consistent with statewide and national plans
- Review and comment on transportation plans produced by other agencies covering Kansas and /or Douglas County and discuss with officials from those agencies how their plans and the MTP can be coordinated to have consistent recommendations for the transportation system in Douglas County
- Work with the Lawrence Transit System staff to update the transit sections of the MTP
- Work with the KDOT Public Transportation staff and the Section 5310 and 5311 transit providers in Coordinated Transit District #1 to update the paratransit sections of the MTP and to coordinate the MTP paratransit section with the latest approved Coordinated Public Transit-Human Services Transportation Plan (CPT-HSTP)
- Review and update the Functional Classification Maps for Lawrence and Douglas County and make those FHWA-approved maps as consistent as feasible with the maps in the new T-2040 MTP and the road classification maps used by local governments in Douglas County
- Review the local government capital improvement plans in order to recommend needed transportation related projects for consideration in the development of the next MTP update
- Review public comments and comments from planning partners about the current MTP and comments about transportation planning issues in the region, and document those comments so that they can be reviewed and incorporated into the next MTP update
- Review the MTP and other MPO documents to ensure that the regional economic development goals and transportation system development goals are coordinated
- Review freight services and issues in the region and the KDOT Statewide Freight Study

to determine how freight issues can be addressed in the development of the next MTP update

- Inform the region's freight community (shippers, carriers, warehouse operators) about the MPO process and invite them to become involved and share their concerns with MPO staff during the MTP update process
- Manage the consultant contract for public participation work (review and pay invoices, meet with the consultant staff, etc.) and monitor the consultant's progress on the work tasks assigned to them
- Work with the host agency (Lawrence) to consider and possibly hire a planning intern to assist the MPO staff with the update of the MTP and related documents, and supervise that intern

Products:

- Comments on corridor studies, area plans, and other documents that discuss impacts to the region's transportation system and/or the MTP document
- Amendments to the current T-2030 MTP if needed
- Discussions among the MPO planning partners about the funding assumptions to use in the next MTP
- Schedule for new MTP development and approval process
- Documentation of T-2040 Advisory Committee meetings
- Public involvement plan for the MTP update
- Documentation of the public meetings and public comments for the MTP update
- New set of updated roadway functional classification maps for the region approved by the MPO, KDOT and the FHWA
- Review of public comments received about the current MTP and transportation planning issues in the region and strategies for addressing those concerns in the T-2040 MTP update
- Comments about the relationships between various comprehensive plan elements produced by the region's local governments and the MTP, and strategies for improving the coordination between those local comprehensive plans and the MTP
- Comments about transportation issues related to major land development proposals in the region and strategies for incorporating those concerns into the MTP update
- Plans for engaging the freight community in the MPO process and strategies for obtaining their involvement in the development of the next MTP
- New T-2040 MTP document to replace the T-2030 document approved in 2008

3.3 Special Studies (corridor, regional, statewide, feasibility, modal, etc.)

Background/Previous Work:

The MPO staff in the past has participated in corridor studies involving more than one county like the US-56 Corridor Management Plan which was jointly sponsored by KDOT and local governments and two MPOs (L-DC MPO and MARC) covering Douglas and Johnson Counties. That plan studied a 22-mile stretch of US-56 between I-35 near Gardner and US-59 south of Lawrence. That study is now complete, but the MPO staff still serves on the Corridor Advisory Committee. The MPO staff has also been involved with smaller scale local studies like

the 23rd Street Corridor Study in Lawrence and the recently completed US-40/K-10 Interchange Area Transportation Plan covering a stretch of US-40/6th Street from George Williams Way in Lawrence to E 800 Road in Douglas County.

The MPO is also involved in large multi-county regional studies. During 2008 the MPO staff began its involvement in the 5-County Regional Transportation Study which covers transportation corridors in Douglas, Johnson, Wyandotte, Leavenworth, and Miami Counties. That study consists of two phases with the first phase completed in early 2011 and the second phase scheduled for completion in 2012. The MPO staff will continue to be involved with this study until it is completed. As this study progresses the MPO staff will review and incorporate pertinent issues raised in that study and the other studies mentioned above into the ongoing MPO process including periodic MTP updates as required and MTP amendments as needed.

Another set of special studies that the MPO applied for Competitive CPG funding for from KDOT includes the following planning projects.

- **Commuter Park & Ride Study** – this study would involve looking at possible locations to plan commuter park and ride lots to serve the needs of Douglas County residents who work in Topeka and Metro Kansas City. It could also serve shuttle bus needs for special event days in Lawrence. It would identify areas where carpool operations could be based and carpooling could be encouraged. Coordination with commuter bus services and local transit services could also be studied.
- **Fixed Route Transit and Pedestrian Accessibility Study** – this study would look at obstacles that transit riders face in accessing the fixed route system and identify places where improvements to the pedestrian environment could be made to improve and/or enable people to access fixed route services. Issues with streets and sidewalks that now prevent people from accessing the fixed route system and forces them to rely on paratransit would be studied. Possible locations for bus turnouts that could make the bus boarding and exiting process more convenient for transit riders and more efficient for traffic operations could also be studied.
- **Countywide Bikeway System Plan** – this project would expand the existing bikeway system planning efforts and the Bikeway System Map to cover all of Douglas County. The MPO will work with the TAC and the Bicycle Advisory Committee (BAC) on this project. This project will look at on-road and off-road bikeways, and possible bikeway connections from Douglas County to other area including Metro Kansas City and the Topeka Area.

On September 30, 2011 the KDOT announced that the Lawrence-Douglas County MPO would be funded with \$ 160,000 of extra CPG funds to pay for these three studies. Those studies will be packaged into one Special Projects Agreement labeled Multimodal Projects for grant administration purposes. The MPO plans on using local cash match for these Competitive CPG funded studies and has programmed those extra CPG funds and its cash match into this 2012 UPWP. This CPG funding will be available for use on these new special studies during 2012 and 2013. The City of Lawrence on behalf of the MPO will hire consultants for this work, and the MPO staff will manage the work of those consultants.

With some special studies nearing completion or recently completed and others just getting underway in 2012 and the focus of MPO staff work in 2012 turning to the MTP update,

the MPO staff will be quite busy and will not likely have time to devote to any other special studies this year. However, if other studies are proposed in 2012 by any of the MPO's planning partners the MPO staff will consider those studies for 2013 and participate in them as much as staff time and funding allows.

Program Objectives:

- To prepare plans for the development or redevelopment of specific areas or corridors located within the Lawrence-Douglas County Metropolitan Planning Area and to study the transportation needs in those areas
- To undertake and complete special studies and plans that are needed to produce high quality planning documents, to more accurately ascertain public needs or preferences, to produce special studies that can complement the Metropolitan Transportation Plan and the MPO planning process, and/or produce specialized information designed to address particular transportation planning related issues that are not routinely addressed in other MPO work tasks

Work Tasks:

- MPO staff review of recently completed (2008-2012) special studies and incorporation of issues from those studies into appropriate sections of the new T-2040 Metropolitan Transportation Plan and the coordination of those special studies with the new MTP
- MPO staff participation in the 5-County Regional Transportation Study-Phase 2
- MPO staff management of consultants hired to conduct the new special studies funded in 2012-2013 with Competitive CPG funds awarded to the MPO in 2011
- The MPO staff will identify special studies that are needed to address special concerns or issues raised by the L-DC MPO Policy Board and Technical Advisory Committee or other advisory committees during the course of the year. The MPO staff will then determine if staff time and/or funding is available to study those issues, and if so, the MPO staff will discuss possible UPWP changes with the TAC and MPO. With ample resources and MPO Policy Board approval the MPO staff will work on new special studies.
- The timely completion of special studies may be accomplished through the use of consultants to assist the MPO and the MPO staff. If the MPO decides to sponsor a special study and use consultant help then the MPO staff will administer the consultant contract through the Lawrence-Douglas County Planning & Development Services Department.

Products:

- Meetings and documentation of the MPO staff work on incorporating recent special study information into the MTP update
- Meetings and documentation showing the MPO staff participation in the 5-County Regional Transportation Study-Phase 2
- Meetings and documentation showing the MPO staff management of the consultants hired for new special studies funded with Competitive CPG money awarded by KDOT

- Documentation of work accomplished for other special studies that address issues raised in the Metropolitan Transportation Plan and/or through the MPO process and authorized by the MPO

3.4 Bicycle and Pedestrian Planning

Background/Previous Work:

The L-DC MPO has provided input and assistance to a number of on-road and off-road bicycle planning initiatives in the metropolitan area. MPO staff provides support for the Bicycle Advisory Committee (BAC), reviews road construction projects and development plans for bicycle and pedestrian facilities, maintains a regional bikeway system map, and updates the Bicycle Plan as needed. During 2009 the MPO staff completed an extensive review of the bikeways shown on the Bicycle Facilities Map and found that the map needed to be updated. Field checks of all existing bikeways on the map were made, and the MPO staff with the assistance of the BAC renamed this map as the Bikeway System Map. All of these map updates were coordinated with the BAC and with Lawrence Public Works staff. That effort was completed on April 16, 2009 when the L-DC MPO approved MTP Amendment #1 which added this new bikeways map to the transportation plan and revised the text in Chapter 8 of the Metropolitan Transportation Plan (MTP).

During late 2009 the MPO staff worked with the BAC to expand its membership to be more regional in scope so that the BAC could serve as an advisory group to both the Lawrence City Commission and the Douglas County Commission. That was accomplished through the approval of new BAC Bylaws by Lawrence and Douglas County in early 2010. This new expanded countywide BAC was considered for designation as an official advisory committee to the MPO, but instead the MPO decided to keep bicycle issues in their process by coordinating with this committee through MPO staff support of the BAC and by having the BAC Chair sit on the TAC as a non-voting member. During 2010 the BAC transitioned to its new countywide membership composition by the January 2011 meeting had all the new members appointed and started to function as a countywide advisory group.

During the third quarter of 2009 the MPO staff received training and organized the first ever bicycle and pedestrian count for Lawrence as part of the National Bicycle and Pedestrian Documentation Project (NBPD). This human powered travel data was submitted to the MPO and the NBPD Project for inclusion in the national database. The NBPD is a collaborative effort of the Institute of Traffic Engineers, Alta Planning and Design, and the Rails To Trails Conservancy. A second round of counting was conducted in September 2010 and that data was also submitted to the NBPD. The third count was held in September 2011 with new locations added in Lawrence and counts in Eudora done for the first time. All of that 2011 data was sent to the NBPD. This three-year set of bicycle-pedestrian count data was reviewed by the MPO staff to see what information could be obtained from it for inclusion in the bicycle-pedestrian sections of the MTP scheduled for an update in 2012.

In 2009 the MPO staff began to work on a Sidewalk Plan to inventory pedestrian facilities in the region and identify gaps in the sidewalk system. Work on this pedestrian system planning effort was progressed a little during 2010 with the assistance of an intern and planned

for continuation in 2011. However, with other projects (new TIP creation, applications for extra CPG funds, LEP Plan, CPT-HSTP) all taking a toll on MPO staff resources this sidewalk/pedestrian planning effort stalled in 2011. Several pedestrian issues have since been discussed as part of the growing Complete Streets discussions in and around Lawrence, and the MPO staff is looking at discussing some pedestrian issues in the update of the MTP. Still, a complete and accurate assessment of the sidewalk environment in Douglas County does need to be done.

Program Objectives:

- Create and maintain data for bikeways, bicycling activity, pedestrian facilities, and pedestrian activity for use in various transportation studies and reports
- Encourage integration of bicycle and pedestrian transportation needs in land development projects, roadway design, local comprehensive plans, and capital improvement projects
- Encourage and promote increased regional bicycle and pedestrian travel
- Provide public education materials about safe cycling and pedestrian activity to complement the development of the regional bikeway system and the regional multi-modal transportation system
- Encourage and support the development of a regional bikeway system that will encourage cycling for utilitarian trips and promote bikeways as a vital part of the region's multi-modal transportation system
- Maintain, update and implement the Bicycle and Pedestrian portions of the Metropolitan Transportation Plan and local comprehensive plans

Work Tasks:

- Coordinate roadway design concepts and standards to ensure that the needs of non-motorized travelers are addressed
- Review development plans to ensure adherence to requirements for bikeways, bicycle parking, and pedestrian facilities in new and redevelopment projects
- Develop priority listing of bicycle facilities for inclusion in local capital improvement plans and other documents
- Update the Bicycle Plan and Bikeway System Map as needed
- Assist and/or support, as appropriate, local governments and other eligible groups in the region with creating funding applications for bicycle and pedestrian projects and programs
- Participate in Bike Month and Bike to Work Week and other bicycle awareness and safety promotional activities
- Promote the inclusion of policies and projects for non-motorized transportation in the local planning processes throughout Douglas County and work to coordinate those local plans for bike-pedestrian facilities with the regional transportation planning expressed in the MTP and other MPO documents and policies
- Inventory bicycle facilities and develop a bikeway plan for inclusion in the MTP and for use in TIP development
- Inventory pedestrian facilities and develop a sidewalk plan for inclusion in the MTP and for use in TIP development

- Work with the L-DC MPO Policy Board and other groups as requested to examine how pedestrian and/or bicycling issues can be better addressed in the MPO process and documents
- Plan and organize the 2012 Bicycle and Pedestrian Counting Program for the MPO area
- Address pedestrian and/or bicycling issues raised by the BAC, TAC or other groups or individuals and work with those groups to determine how those issues can be incorporated into studies, MTP updates, TIP updates or other MPO products or processes
- Work with various groups to improve facilities and programs and to incorporate those improvements into the region's next Bicycle Friendly Community application to the League of American Bicyclists
- Design and/or obtain materials to hand out to MPO members and the public to encourage safe cycling and walking (this work task may not be CPG eligible and if deemed so by the FHWA/FTA then it may be locally funded)

Products:

- Reviews of roadway projects, development plans, and plats that note the needs for pedestrian facilities, bicycle facilities and/or bicycle parking
- Bikeway System Map updates as needed
- Bicycle Work Plan updates as needed
- Updates to transportation design guidelines and standards that incorporate bikeway planning and design guidelines and encourage the construction of bicycle-friendly transportation improvements
- Printing and distribution of bicycle and pedestrian planning materials
- Pedestrian Facilities Plan
- Bicycle and Pedestrian Count data and reports
- Meetings and documentation to show what bicycle and pedestrian issues are discussed for inclusion in the MTP update and how those issues are being incorporated into the MTP update, MPO processes, and other MPO documents
- Materials for the next Bicycle Friendly Community application (this work product may not be CPG eligible and if deemed so by the FHWA/FTA then it may be locally funded)
- Design of promotional materials for safe cycling and safe walking activities (this work product may not be CPG eligible and if deemed so by the FHWA/FTA then it may be locally funded)

3.5 Air Quality Planning

Background/Previous Work:

The MPO staff has been aware for a few years that with changing air quality standards it could be possible for Douglas County to be named as one of the non-attainment counties in Kansas. Recently the MPO staff has attended meetings with Kansas Department of Health and Environment (KDHE) officials and learned that Douglas County is on the borderline for non-attainment status and could be designated as non-attainment for ozone in the near future. The MPO staff has discussed this issue with TAC members, KDOT officials, and Douglas County Health Department staff. As of the approval date for this UPWP the enactment of new ozone

standards by the EPA and the KDHE response to that have both been put on-hold until 2013. For now, Douglas County is in attainment and the MPO staff will proceed with the MTP and TIP updates under that designation.

The MPO staff has monitored the progress, or lack of progress, on setting new ozone standards throughout 2010 and 2011. MPO staff attended meetings of the Douglas County Air Quality Committee sponsored by the Douglas County Health Department and will continue to attend these meetings in 2012. For 2012 the MPO staff expects to keep informed about federal and state actions that could impact the air quality status and MPO operations in Douglas County. However, for now it appears that nothing will change until 2013. If the area is designated as non-attainment for ozone then the MPO will need to change several things including this UPWP to reflect that change.

Objectives:

- Monitor the air quality designation of Douglas County and inform the MPO and TAC members about changes in the region's regulatory air quality status and how those changes will impact MPO operations
- Incorporate air quality standards into the MPO planning process and documents as required by federal and state laws and regulations
- Conduct a regional transportation planning program that considers the air quality impacts of transportation improvements and encourages development and travel patterns that reduce air pollution while maintaining a safe and efficient transportation network
- Coordinate the regional MPO program with local efforts to improve air quality in Douglas County

Work Tasks:

- Monitor the ongoing discussions about possible non-attainment status for Douglas County and inform the MPO about what impacts this would cause to MPO operations in the region
- Work with KDHE, EPA, KDOT, FHWA, FTA and other agencies to revise MPO processes and documents so that our region stays in compliance with air quality and planning regulations
- Continue to support efforts by local the groups that are encouraging a reduction in air pollutant emissions

Products:

- Meetings and documentation about the possible designation of Douglas County as a non-attainment area for national ambient air quality standards
- Plans, reports, and other documents related to the MPO efforts to comply with air quality and planning regulations

3.6 Long Range Planning – Support & Coordination

Background/Previous Work:

The MPO staff has in the past provided input and comments on a number of long range land use plans. These include area plans like the Farmer's Turnpike Area Plan and the West of K-10 Area Plan. These long range plans that are not directly transportation system plans but influence how land is developed are important to MPO planning efforts. Support and coordination of land use and transportation planning efforts has taken place for many years in the region, and this is simply good comprehensive planning. This will continue in 2012. MPO staff will be directly involved in reviewing all major land use planning documents that have a potential to produce significant impacts on the regional transportation system. During 2010 the MPO staff drafted an update to the Lawrence-Douglas County Comprehensive Plan. This update was for Chapter 8, the Transportation chapter. That update approved by the Lawrence and Douglas County Commissions in early 2011 replaced the text that mirrored what was included in the MPO's Transportation 2020 and 2025 documents. The new Chapter 8 is much shorter and simply notes that the latest MPO-approved MTP (Metropolitan Transportation Plan) serves as the transportation chapter of the Lawrence-Douglas County Comprehensive Plan. With that formal tie between the MPO transportation plan and the Lawrence and Douglas County transportation plans completed (because by reference they are all the same document), the MPO staff expects to have less work to do under this task in 2012. MPO staff will review any new comprehensive plan amendments in Douglas County that are approved in 2012 and discuss how they can be incorporated into the MPO process and the MTP. However, the MPO staff does not plan on spending much time in 2012 on this task as it focuses its efforts on completing the T-2040 MTP update in a timely fashion.

The one item that the MPO staff does plan on doing under this work task in 2012 is to continue its support of incorporating Complete Streets principles into local development standards and processes at the same time as the MPO works to incorporate Complete Streets ideas into its processes and documents including the MTP update. The MPO approved a Complete Streets Resolution in September 2011 that directs the MPO to support and encourage the creation of local Complete Streets Policies by local governments in Douglas County.

Program Objectives:

- Provide a forum and working relationships between the MPO and land use planning agencies so that information can be exchanged and coordination can be enhanced between transportation and land use planning activities
- Provide a process for transportation planners to review and comment on land use plans and for land use planners to review and comment on transportation plans at the earliest stages of plan development in order to avoid conflicts between land use and transportation planning goals in the region
- Provide accessibility for transportation planners to obtain data on land use and economic activity that is helpful in creating and updating the MPO's regional travel demand model, the Metropolitan Transportation Plan, and other MPO products

Work Tasks:

- The MPO staff will receive, review and comment on land use plan drafts and indicate how those land use plans are consistent and how they are not consistent with MPO-approved planning documents, and MPO staff will offer suggestions for how these documents can be changed to make them more consistent
- The MPO staff will meet regularly with other local and state planners working on land use plans and other system plans in the region
- The MPO staff will study the existing land use and other pertinent long range plans in the region and use that knowledge of local land use policies in updating the Metropolitan Transportation Plan
- The MPO staff will meet with local staffs that regulate land uses and learn about issues being faced by those planners
- MPO staff will study local land use regulations and determine how those rules impact the use of land near major transportation facilities and impact the regional transportation system
- MPO staff will review local transportation related development codes and standards and work with local officials to incorporate Complete Streets principles into those codes to encourage the building of transportation infrastructure that meets the mobility needs of all users (pedestrians, cyclists, transit users, and motorists).

Products:

- Comments from MPO staff on draft long range plans for areas and systems
- MPO staff improvements in their understanding of local land use issues and regulations
- Updates to MPO planning documents that reflect improved coordination between land use and transportation system planning in the region
- Correspondence and materials related to the use of the new Comprehensive Plan – Chapter 8 and how that formalizes and strengthens the good coordination the region has had between its land use planning and transportation planning staffs
- Revisions to local development regulations and standards to incorporate Complete Streets Principles

2012 Budget for the Long Range Transportation Planning Work Category:**Estimated Costs**

Full-time MPO Staff Costs	\$ 105,803
Consultant, Training, Equipment and Supply Costs	\$ 241,500
Estimated Total Expenditures	\$ 347,303

4. PUBLIC TRANSPORTATION PLANNING

This work category includes two major types of transit planning activities: Public Transit Planning & Coordination, and Paratransit Planning & Coordination. The transit planning done by the MPO staff is typically focused on the former and deals with general public fixed route transit services and the impacts of that service on the regional transportation system. For 2012 the MPO staff will conduct fixed route transit planning primarily through its involvement in the City-KU Transit Planning Team that is composed of Lawrence, University of Kansas, and MPO staff members working on the coordination of the Lawrence T and the KU On Wheels transit systems. The MPO staff will also attend Public Transit Advisory Committee (PTAC) meetings and participate in discussions with that group as well as discussions with the Lawrence Transit staff. Public Transit Planning and Coordination work usually comprises most of the MPO staff time scheduled for transit planning each year. However, in 2011 that was not the case because the MPO staff was busy completing the new Coordinated Public Transit-Human Services Transportation Plan (CPT-HSTP), and in 2011 the MPO staff spent more time on paratransit planning than on fixed route transit planning.

Paratransit planning involves specialized transit services that are designed to transport certain groups that need curb to curb services. These special services include the transport of persons with various forms of physical and/or mental disabilities. The 2011 work program saw the formation of the new Regional Transit Advisory Committee (RTAC). That group was formed in late 2011 to assist the MPO with the CPT-HSTP update and to provide a transit focused advisory group for the MPO process. Shepherding that new group through its first few meetings took a considerable amount of staff time. That time was well spent with the MPO staff and RTAC working together to complete a draft update of the CPT-HSTP in late 2011 and sending it onto the TAC and MPO for approval. Issues brought up in that document will be used by MPO staff in 2012 to update the paratransit section of the MTP.

For 2012 the MPO staff expects to spend about the same amount of time on both types of transit planning, but overall the MPO staff will spend less time on this work category in 2012 than it did in 2011. Transit issues will be discussed frequently in 2012, but much of that discussion will take place in the context of updating the Metropolitan Transportation Plan to reflect transit issues and depict transit as an important part of the region's multi-modal transport network.

During 2011 the MPO staff discussed the possibilities for enhancing transit in Douglas County, particularly service between the smaller cities (Baldwin City, Eudora, and Lecompton) and Lawrence. The MPO staff also discussed possibilities for service between Douglas County cities and urban centers in Wyandotte, Johnson, and Shawnee Counties. That discussion, in part, took place during meetings for the 5-County Regional Transportation Study which indicated that there is a public desire for enhanced transit options between urban centers in Northeast Kansas. Those transit issues will also be incorporated into the MTP update taking place in 2012.

4.1 Public Transit Planning & Coordination

Background/Previous Work:

The MPO staff has assisted the City of Lawrence with the development of public transportation services and provides ongoing transit planning support to elected officials and City staff. The fixed-route bus service in Lawrence is operated by the City and is funded through federal and state aid programmed in the Transportation Improvement Program as well as local revenue sources. In November 2008 the voters of Lawrence approved a sales tax increase that included dedicated funding for transit operations. The Lawrence T fixed route system is discussed in the Metropolitan Transportation Plan and is an integral part of the multi-modal transportation system serving the Lawrence urbanized area.

The University of Kansas operates a separate fixed route transit system (KU On Wheels – KUOW) that provides service on campus and to several off-campus residential and shopping areas. During the last three years the City and KU have been discussing possible ways to coordinate their services and offer a joint transit service to the general public and KU students. The MPO staff has been active in those discussions since September 2008 as part of the City-KU Transit Planning Team and expects to continue its activity with this group through 2012. In 2009 the City and KU began service on a new joint route (Route 11) that replaced one T and two KUOW routes. In August 2010 the City and KU continued this coordination by beginning services on several revised routes and schedules. These changes began the implementation of recommendations from the 2009-2010 consultant study funded in part by the MPO and overseen by the City-KU Transit Planning Team. That study produced the Lawrence Route and Schedule Design for Coordinated Transportation-Final Report that was completed and accepted by the MPO in July 2010.

In 2006 a joint rideshare program was started between the City of Lawrence and the Mid-America Regional Council (MARC). This rideshare program called the Carpool Connection is a computerized ride matching service. In 2009 the L-DC MPO staff worked with MARC and the St. Joseph Area Transportation Study Organization (SJATSO) to expand this service into the St. Joseph Area and to split the cost of maintaining this service among the three MPOs involved. The MPO staff also worked with MARC officials to change the name of this rideshare program to the Ride Share Connection and to approve new logos for that service. The MPO provided funding support for the maintenance of that ride share program through 2010, and then in early 2011 terminated that agreement with MARC after it was determined that CPG funds could no longer be used to pay for the maintenance fee.

Program Objectives:

- Provide a transportation planning program for the region that results in a multi-modal plan for mobility in the region that has a significant transit component
- Improve the public perception, convenience, utility, and service of transit operations in the Lawrence Area so that transit becomes more attractive to choice riders as well as transit dependent persons, and so that transit operations in the area can help improve the quality of life and help support economic growth in the region
- Provide a forum for discussions about intercity transit services in Northeast Kansas that can provide viable alternatives for commuters

Work Tasks:

- Continue to assist in the planning and further development of the fixed-route municipal bus service for Lawrence and its coordination with KU On Wheels transit operations
- Investigate opportunities for service, funding, and governance improvements and coordination between the City of Lawrence and University of Kansas transit systems
- Participate in discussions about improving coordination of transit services between the City of Lawrence and the University of Kansas and discussions held as follow-up actions related to the Lawrence Route and Schedule Design for Coordinated Transportation-Final Report that was completed in 2010
- Monitor the changes to transit services in the Lawrence Area and make any modifications to the Metropolitan Transportation Plan and/or the Transportation Improvement Program documents as needed to reflect those changes
- Continue to participate in the efforts of the City-KU Transit Planning Team
- Participate in planning studies and discussions concerning the provision of commuter transit services between the Lawrence, Topeka, Kansas City, and Johnson County areas
- Work with the MPO committees to discuss the needs and possibilities for transit services to rural and small town areas in the region
- Provide technical and planning assistance to the City Commission and City Public Transit Administrator as appropriate and staff time allows
- Assist, as appropriate, with the grant application process for use of FTA Section 5307, Section 5309, and KDOT funds for urban transit services

Products:

- Amendments to the Transportation Improvement Program to reflect changes to transit programs and funding
- Amendments to the Metropolitan Transportation Plan to reflect changes to transit services in the region
- Various letters, reports and other documentation related to the coordination of Lawrence T and KU On Wheels services
- Various letters, reports and other documentation related to the discussions of intercity commuter and rural transit services in Northeast Kansas

4.2 Paratransit Planning and Coordination

Background/Previous Work:

The MPO staff has worked with the local specialized transit providers and KDOT staff to program funds in the Transportation Improvement Program for Section 5310 providers and to assist with the creation of the Coordinated Public Transit-Human Services Transportation Plan (CPT-HSTP). This assistance will continue through 2012 as the MPO staff works with local paratransit providers to implement the recommendations from the recently approved CPT-HSTP. Issues and concerns raised in that new plan will be reviewed by MPO staff and incorporated into the new MTP draft being developed in 2012.

Program Objectives:

- To identify the needs for specialized transit services in the region and to incorporate paratransit issues into the MPO processes and documents
- To provide assistance to local agencies that are supported with FTA 5310 funds and to program those funds in the TIP as needed
- To produce and maintain a Coordinated Public Transit–Human Services Transportation Plan (CPT-HSTP) for Douglas County

Work Tasks:

- MPO staff will meet with paratransit providers from Coordinated Transportation District #1 (CTD-1) and work with those providers and KDOT staff to incorporate paratransit issues into the Metropolitan Transportation Plan
- MPO staff will work with KDOT staff and the CTD-1 agencies to program FTA Section 5310 funding for paratransit vehicles and the required local match amounts in the Transportation Improvement Program
- MPO staff will lead the effort to gain local agency approval of the new Coordinated Public Transit-Human Services Transportation Plan for Douglas County and work with KDOT staff and CTD-1 agencies to implement the recommendations from that new plan

Products:

- Updates to the Metropolitan Transportation Plan to reflect major changes to paratransit services in the region (as needed)
- Updates to the Transportation Improvement Program to reflect changes in funding for paratransit services in the region (as needed)
- Meetings and documentation of efforts to implement the recommendations from the new Coordinated Public Transit–Human Services Transportation Plan (CPT-HSTP) for Douglas County
- Documentation to show the coordination of the newly approved CPT-HSTP with the new Metropolitan Transportation Plan (MTP) being drafted in 2012

2012 Budget for the Public Transportation Planning Work Category:**Estimated Costs**

Full-time MPO Staff Costs	\$ 18,043
Consultant, Training, Equipment and Supply Costs	\$ 0
Estimated Total Expenditures	\$ 18,043

2012 UPWP Work Task Schedule	UPWP #	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Details
Program Support & Administration						
	1					
MPO Administration & Staffing	1.1	o	o	o	o	This activity includes ongoing work to staff committee meetings, produce meeting documentation (agenda, minutes, etc.), administer MPO contracts, handle MPO personnel matters, and complete other administrative tasks for MPO operations.
Unified Planning Work Program	1.2			x	x	A new UPWP for the upcoming program year is routinely drafted in 3rd and approved in the 4th quarter.
Public Participation Plan	1.3	x	x	o	o	Work on the PPP assessment is planned for completion in the first half of the year. Work to implement the PPP and engage the public in the MPO processes is an ongoing activity that is coordinated with all other work tasks.
MPO Education & Staff Training	1.4	o	o	o	o	Education about the MPO process is an ongoing activity involving all planning partners. Staff training will occur as time and funds allow.
Short Range Transportation Planning						
	2					
Transportation Improvement Program	2.1	o	o	o	o	A new 2012-2015 TIP was approved and a new TIP project submission process implemented in late 2011. For 2012 only quarterly TIP amendments as needed are planned.
Current Planning Support and Coordination	2.2	o	o	o	o	The MPO staff will continue its ongoing activities with local land use planning staffs.
Access Management - Plans, Guidelines and Standards	2.3	o	o	o	o	MPO staff will continue to review and assess local access management policies, incorporate those into the MPO process as appropriate, and work with local officials to encourage access management along regionally significant routes.
Long Range Transportation Planning						
	3					
Regional Travel Demand Model & Data Development	3.1	x	x	x	x	The MPO staff and its consultants will complete the update of all model inputs and run transportation network-land use scenarios to project future traffic levels on the regional network and use that information in drafting the new MTP. The MPO staff will train on the TransCAD software and begin to develop in-house capabilities to make simple model updates and provide maps of model results.
Metropolitan Transportation Plan	3.2	x	x	x	x	The MPO staff will complete a draft of the new T-2040 Metropolitan Transportation Plan (MTP) and schedule the approval of that document to replace the 2008 approved T-2030 Transportation Plan. The timely update of the MTP before its current expiration date of March 26, 2013 is the highest priority item for the 2012 UPWP. Elements of other work task that assist in this MTP update will also be a high priority. The MPO staff will complete updates of the Roadway Functional Classification Maps in the 1st Quarter of 2012. MPO staff will invite and encourage the freight community to become engaged in the MTP update process.
Special Studies (corridor, regional, statewide, feasibility, modal, etc.)	3.3	x	x	x	x	MPO staff plans to continue its work on the 5-County Regional Transportation Study. MPO staff will manage the consultant contracts and work on the studies funded with Competitive CPG funds awarded to the MPO by KDOT in 2011. Those consultant studies will begin in 2012 and are funded for the 2012-2013 period.
Bicycle and Pedestrian Planning	3.4	o	o	o	o	The MPO staff will continue its bicycle-pedestrian planning activities and its coordination with and support of the Bicycle Advisory Committee. MPO staff will also organize the 4th annual bicycle and pedestrian count to be held in September.
Air Quality Planning	3.5	o	o	o	o	MPO staff will continue to monitor KDHE recommendations and EPA discussions/decisions about the Douglas County air quality designation and its impacts on the MPO. MPO staff will begin work on adjusting MPO processes and documents if the attainment status changes. MPO staff will continue to attend the Douglas County Air Quality Committee and other regional air quality group meetings as staff time allows.
Long Range Planning - Support & Coordination	3.6	o	o	o	o	MPO staff will continue its coordination work in reviewing land use plans with local government planners and other local officials. The MPO staff will work on implementing the 2011 changes to the Transportation Chapter of the Lawrence-Douglas County Comprehensive Plan which make the MPO-approved MTP the local comprehensive plan transportation element.
Public Transportation Planning						
	4					
Public Transit Planning & Coordination	4.1	o	o	o	o	MPO staff will continue to serve on the City-KU Transit Planning Team and provide support for urban fixed route transit planning as requested.
Paratransit Planning & Coordination	4.2	x	x	o	o	MPO staff will work with the Regional Transit Advisory Committee to incorporate issues raised in the recently approved Coordinated Public Transit - Human Services Transportation Plan for Douglas County into the MTP update.

Notes:
X denotes a major focus of staff resources on that work task during that quarter
O denotes an ongoing activity that staff routinely conducts as needed throughout the year
 This schedule is subject to change and may change in 2012 as the Federal Government debates new surface transportation programs, the Lawrence and University of Kansas transit systems make further adjustments as they continue to coordinate operations, MPO funding is revised, the region's air quality attainment status changes, major KDOT sponsored corridor and area studies impacting Douglas County are progressed, or other significant changes to MPO duties or funding are implemented.

2012 UPWP Budget	UPWP #	Total Cost by Work Task	Funding Sources		
			Consolidated Planning Grant - Federal Share	KDOT Cost Incurred Match**	Local Match*
Program Support & Administration	1	35,747	27,338	0	8,409
MPO Administration & Staffing	1.1	16,043	12,218		3,826
Unified Planning Work Program	1.2	7,421	5,381		2,040
Public Participation Plan	1.3	7,669	5,381		2,288
MPO Education and Staff Training	1.4	4,613	4,358		255
Short Range Transportation Planning	2	18,978	17,021	0	1,957
Transportation Improvement Program	2.1	10,115	8,172		1,944
Current Planning - Support and Coordination	2.2	5,500	5,491		8
Access Management - Plans, Guidelines and Standards	2.3	3,363	3,358		5
Long Range Transportation Planning	3	387,015	300,915	36,476	49,624
Regional Travel Demand Model & Data Development	3.1	42,968	39,525		3,444
Metropolitan Transportation Plan	3.2	70,169	65,968		4,201
Special Studies (corridor, regional, statewide, feasibility, modal, etc.)	3.3	253,292	176,790	36,476	40,026
Bicycle and Pedestrian Planning	3.4	13,860	11,916		1,944
Air Quality Planning	3.5	3,363	3,358		5
Long Range Planning - Support & Coordination	3.6	3,363	3,358		5
Public Transportation Planning	4	18,043	18,015	0	28
Public Transit Planning & Coordination***	4.1	7,953	7,941		12
Paratransit Planning & Coordination	4.2	10,090	10,074		15
Totals		459,783	363,290	36,476	60,017

Total Match Needed 90,822
Total Match Budgeted 96,493

FEDERAL MPO FUNDING ESTIMATES	
Estimates of available Federal Consolidated Planning Grant (CPG) funds	
2011 CPG sub-allocation to L-DC MPO	146,029
2010 to 2011 Carryover Funding	30,327
Non-Competitive Funds Awarded in 2011 and Planned for Use in 2011	10,000
2011 estimated CPG funds available for L-DC MPO use	186,356
Estimated CPG funds spent in 2011	185,894
Allowable 2011 to 2012 carryover	20,000
Estimated 2011 to 2012 carryover	462
Estimated 2012 CPG sub-allocation to L-DC MPO	154,540
Portion of late arriving 2011 CPG moved for use in 2012	8,468
Non-Competitive CPG Funds Awarded in 2011 and Planned for Use in 2012 (\$50,000 total with \$10,000 expected to be used in late 2011)	40,000
Competitive CPG Funds Awarded in 2011 and for Use in 2012-2013 (\$160,000 CPG total for three projects listed below)	
Commuter Park & Ride Study	48,000
Fixed Route Transit and Pedestrian Accessibility Study	32,000
Countywide Bikeway System Plan	80,000
2012 estimated CPG funds available for L-DC MPO use	363,470
2012 Estimated CPG funds available	363,470
2012 CPG funds programmed	363,290
2012 estimated CPG End of Year Balance	180
CPG carryover maximum allowed of 10% of 2012 sub-allocation or \$20,000 whichever is greater	20,000
CPG carryover from 2012 to 2013	180
Funds Recaptured by KDOT	0

Local Match Budgeted and Needed	Percent
Cash Match - Budgeted	40,332 67.20%
MPO Part-Time Staff Match - Budgeted	19,685 32.80%
Total Local Match Needed	60,017 100.00%

Total Match Budgeted and Needed	Percent
Local Cash Match - Budgeted	40,332 41.80%
MPO Part-Time Staff Match - Budgeted	19,685 20.40%
KDOT Cost Incurred Match - Budgeted*	36,476 37.80%
Total Match Needed	96,493 100.00%

*KDOT Cost Incurred Match comes from the 5-County Regional Transportation Study that is estimated to supply about \$59,000 of match funding to the MPO during 2012.

MPO Part-Time Staff Match - Budgeted	Rate	Hours	Tasks	Total
Planning & Development Director/MPO Secretary	71.78	48	1.1, 1.2	3,445
Staff Attorney	50.05	24	1.1	1,201
Administrative Assistant	24.34	24	1.1	584
Accountant	39.69	18	1.1, 1.2	635
GIS Planner	48.59	160	2.1, 3.1, 3.2, 3.4	7,774
GIS Analyst	37.87	40	1.3, 3.2	1,515
eGov Coordinator	38.26	40	1.3	1,530
Long Range Planner	37.5	80	3.1, 3.2	3,000
Total MPO Part-Time Staff Match - Budgeted				19,685
Total MPO Match - Needed				60,017
Total Local Cash Match - Needed				40,332

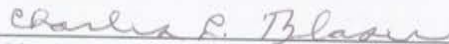
RESOLUTION

WHEREAS, the Lawrence-Douglas County Metropolitan Planning Organization (L-DC MPO) is designated as the Metropolitan Planning Organization (MPO) to carry out the Continuing, Comprehensive and Cooperative (3C) planning program, including transportation planning for the Lawrence-Douglas County Metropolitan Planning Area; and,

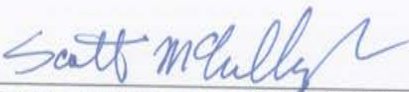
WHEREAS, the Unified Planning Work Program (UPWP) of the MPO identifies the planning objectives, methodologies, planning products, and the functional and financial responsibilities of all participating planning entities in carrying out the MPO work for the region each year; and,

WHEREAS, a UPWP for each MPO must be adopted annually, and amended when necessary, in accordance with the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) and related laws and regulations.

NOW, THEREFORE BE IT RESOLVED that the Lawrence-Douglas County Metropolitan Planning Organization hereby approves the attached 2012 Unified Planning Work Program on this 20th day of October 2011.



Charles Blaser, L-DC MPO Chairperson



Scott McCullough, L-DC MPO Secretary



City of Lawrence
Douglas County
PLANNING & DEVELOPMENT SERVICES

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Tdd 785-832-3205
Fax 785-832-3160

October 24, 2011

Davonna Moore
Urban Planning Manager
Kansas Department of Transportation
700 SW Harrison Street
Topeka, KS 66603

Dear Ms. Moore:

I am sending you this letter today to inform you that the Lawrence-Douglas County Metropolitan Planning Organization approved the enclosed 2012 Unified Planning Work Program (UPWP) on October 20, 2011. This work program for 2012 was developed in cooperation with KDOT staff and was approved by the L-DC MPO Technical Advisory Committee (TAC) on October 4, 2011. This 2012 UPWP contains a budget that includes \$154,540 of 2012 Federal Highway Administration PL and FTA Section 5303 funding combined into one Federal Consolidated Planning Grant for our region.

I would appreciate it if you could process this 2012 UPWP for KDOT approval as soon as possible and forward it to the Federal Highway Administration and the Federal Transit Administration for their approval. If you have any questions concerning this action please call me at (785) 832-3155. I appreciate your assistance.

Sincerely,

Todd Girdler, AICP
Senior Transportation Planner

Enclosure: 2012 Unified Planning Work Program

