

TECHNICAL ADVISORY COMMITTEE

Tuesday, September 1, 2009 -- 1:30 PM

****City Manager's Conference Room****

4th Floor – Lawrence City Hall

REQUESTED ATTENDEES:

Voting Members

1. Keith Browning (Douglas County - Public Works Director)
2. Charles Soules (Lawrence - Public Works Director)
3. Mike Wildgen (Eudora - City Manager)
4. Jeff Dingman (Baldwin City - City Manager)
5. Sandy Nichols (Lecompton - City Clerk)
6. Scott McCullough (Lawrence-Douglas County Planning & Development Services Director)
7. Davonna Moore (KDOT MPO Transportation Planner)
8. Robert Nugent (Lawrence Transit Administrator)
9. Danny Kaiser (KU on Wheels Manager)

Non-Voting Members

1. Paul Foundoukis (Federal Highway Administration - Kansas Division Office)
2. Joni Roeseler (Federal Transit Administration - Region 7 Office)
3. David Dunfield (Lawrence Public Transit Advisory Committee - Chair)
4. Eric Struckhoff (Lawrence-Douglas County Bicycle Advisory Committee - Chair)

Staff

1. Todd Girdler (Senior Transportation Planner - TAC Secretary)
2. Bart Rudolph (Transportation Planner)

AGENDA

- 1. Call Meeting to Order**
- 2. Welcome and Introductions**
- 3. Action Item: Approval of Minutes from the July 7, 2009 meeting (see attached draft minutes)**
- 4. Action/Discussion Item: Approval of 2008-2012 TIP Amendment #6** - the MPO and KDOT staffs are proposing a TIP change to add engineering funds for the planned new interchange at 15th Street/Bob billings Parkway and Highway K-10. Funding for the engineering portion of this project was announced by KDOT Secretary Deb Miller as part of the 2010-2012 KDOT program recently (more information and a draft TIP amendment will be provided at the TAC meeting).

- 5. Action Item: Approval of 2009 Unified Planning Work Program Amendment #2** - the MPO and KDOT staffs have been working to revise the current UPWP so that our MPO can use increased amounts of KDOT in-kind assistance to match federal funds for work done this year. This change will allow the MPO to use this in-kind match for both purchases and staff time, maximize the use of federal funds for our 2009 program, and decrease the amount of local cash needed to match federal funds in 2009 (see attached draft UPWP amendment).
- 6. Discussion Item: Draft 2010 Unified Planning Work Program** - the MPO and KDOT staffs will discuss the ongoing development of next year's work program and ask the TAC to make comments about what activities should be done in 2010.
- 7. Discussion Item: Transportation Investment Generating Economic Recovery (TIGER) Grants** - the MPO staff will facilitate a discussion of this funding program and ask local officials to update the TAC on work being performed to draft an application for submission to the USDOT on September 15th.
- 8. Discussion Item: Transit Consolidation in Lawrence** - the Lawrence Transit System and the KU on Wheels staffs will brief the TAC on recent changes to the two systems including an update on the start-up of new Route 11 and the use of a new Guide To Ride.
- 9. Discussion Item: National Bicycle and Pedestrian Documentation Project in Lawrence** - the MPO staff will update the TAC on the planning work being done to conduct pedestrians and bicyclists counts in Lawrence during September 2009 and how those counts will be used in the national count program.
- 10. Quick Updates:**
 - a. **US Highway 56 Corridor Study**
 - b. **5-County Regional Transportation Study**
 - c. **Name change and Logo for the L-DC MPO**
 - d. **KAMPO Fall Conference**
 - e. **Election of TAC Chair and Vice-Chair**
 - f. **New Carpool Connection Agreement and website changes**
 - g. **Staff changes at KDOT Planning**
- 11. Other Business**
- 12. Next Meeting: October 6, 2009 or another date set by the TAC**

FINAL STAFF DRAFT

TECHNICAL ADVISORY COMMITTEE (TAC) Minutes for Tuesday, July 7, 2009 Meeting

VOTING MEMBERS PRESENT:

Scott McCullough (Lawrence-Douglas County Planning)
Christy Lane (KDOT)
Charles Soules (Lawrence Public Works Director)
Keith Browning (Douglas County Public Works Director)
Robert Nugent (Lawrence Transit Administrator)
Donna Hultine (KU on Wheels)

NON-VOTING MEMBERS PRESENT:

Paul Foundoukis (FHWA)
Eric Struckhoff (Bicycle Advisory Committee)

OTHERS PRESENT:

Bart Rudolph (Transportation Planner)
Todd Girdler (Senior Transportation Planner)
Davonna Moore (KDOT)

Item 1: Call to Order

With the absence of a Chairman the TAC selected Keith Browning as the temporary Chair to run the meeting. The meeting was called to order at 1:32 PM. A quorum was present.

Item 2: Welcome and Introduction of New TAC Members

Todd Girdler introduced himself and welcomed the new members to the group. The rest of the attendees then introduced them and welcomed the new members to the TAC.

Item 3: Approval of Minutes – May 5, 2009

A motion to approve the minutes as presented was moved by Scott McCullough, seconded by Christy Lane and passed unanimously.

Item 4: Approval of 2008-2012 Transportation Improvement Program (TIP) Revision #1

Todd Girdler presented this revision explaining that it was being done to show some additional operating assistance the T has received from the FTA. This change adds \$51,000 to the T operating funds for 2009 with an equal amount of local match. Todd told the TAC that the FTA was not requiring this revision to be made since the amount is so small, but this revision is being made to test the revision procedure outlined in the TIP text. This TIP change does not require a public notice. This TIP change will be put on the agenda for the next MPO meeting on July 30th. Wendy Koerner informed the TAC that this additional money is being programmed with FTA under a separate grant number.

A motion to approve the TIP revision as presented was moved by Christy Lane, seconded by Charles Soules and passed unanimously.

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Item 5: Approval of 2008-2012 TIP Amendment #5

Todd Girdler informed the TAC that he was recently contacted by Keith Browning who wanted to add a major road project to the TIP. This project is to complete restoration, resurfacing and reconstruction work on Route 458 between E800 and N1175 Roads. The project will use local funds for engineering and ROW/Utilities in 2011 and 2012. The construction stage of this project will not begin until 2014 or later using FHWA funds and local match funding. Ron Seitz at the KDOT Local Projects Office has informed Keith that this project needs to be shown in the TIP before KDOT will program the federal funds. Keith told the TAC that this project will have 6-foot wide paved shoulders. Eric Struckhoff noted that this would be a good improvement for bicyclists who ride this route around Clinton Lake. Keith said that this project will involve the relocation of several utility lines, and it will be an expensive project for the County. This has been placed in the County's capital improvement plan approved by the County Commission. Todd Girdler then told the TAC that he was unsure about how to list this project in the TIP because the TIP needs to be fiscally constrained and the large amount of federal funding slated for this project is not scheduled until 2014 which is beyond the time period covered by the TIP. The TAC discussed how to list this project. Paul Foundoukis asked why this project needs to be in the TIP now since it is a 2014 project. Keith told the TAC that he needs it put into the TIP because KDOT Local Projects is requiring that. Christy Lane suggested that the project be listed in 2011 with notes indicating that the ROW/Utilities stage will be done in 2012 and the Construction stage will be done in 2014 or later. The TAC agreed that this is the way to show this project in the current TIP.

A motion to approve this TIP amendment and instruct staff to list this new project in the TIP as suggested by Christy Lane was moved by Scott McCullough, seconded by Christy Lane and passed unanimously.

Item 6: Approval of the Title VI Plan

Bart Rudolph presented the draft Title VI Program Manual to the TAC and noted that a few more changes suggested by Allison Smith from KDOT had been added. Bart noted that this manual outlines the responsibilities of the MPO to ensure compliance with Title VI of the Civil Rights Act of 1964 and identifies the procedures to address complaints related to Title VI. He also stated that, at the request of the City Legal Services Director, the Title VI Coordinator was changed from the Senior Transportation Planner to the Planning & Development Services Director. Scott McCullough asked if the TAC could give some examples about the types of Title VI complaints the MPO might receive. Bart told the TAC that a common complaint arises when a disproportionate amount of projects are programmed for federal aid outside of environmental justice areas. Scott also asked if this was an update of an older plan or a new document for the MPO. Bart told the TAC that this is a new product for the MPO and is separate from the Title VI Plan done by the T for transit, although the MPO plan includes the requirements set forth by the FTA,

A motion to approve the Title VI Plan as presented with the revisions from Allison Smith was moved by Chuck Soules, seconded by Scott McCullough and approved unanimously.

Item 7: Transportation Investment Generating Economic Recovery (TIGER) Grants

Todd Girdler informed the TAC that he sent out an email on June 4th to city, county and KDOT officials to start a discussion of possible projects for this federal grant program.

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The new interchange for Bob Billings Parkway at K-10 was noted as a possible TIGER project. Charles Soules and Keith Browning noted that they thought the extension of 31st Street and the improvements at the East Hills Business Park including the K-10/Franklin Road Intersection could also become TIGER grant projects. The TAC discussed this program, and Todd Girdler clarified that this was not the same as the ARRA funding previously applied for and programmed in the TIP. The application deadline for this TIGER money is September 15th. The TAC directed Todd to re-send the June 4th email and information about the TIGER grant program to people on the TAC mailing list and facilitate the discussion of this funding opportunity. The TAC also told the staff to keep this topic on the TAC agenda for August and put it on the July 30th MPO agenda. Todd told the TAC that he would encourage the discussion of this program among local government staffs and KDOT so we can complete some applications for TIGER funds by September.

Item 8: Freight Profile for the L-DC MPO Area

Todd Girdler informed the TAC that he had recently completed a form for FHWA that described our freight planning activities and how we seek input about freight issues into the MPO process. Our MPO does not have a formal Freight Advisory Committee, but many of the congestion concerns that we discuss are important topics for the freight community. Todd did suggest that as we start the next update of the Metropolitan Transportation Plan we should specifically solicit input from major shippers and carriers in the region. Paul Foundoukis told the TAC that he reviewed the freight profile that Todd had sent him and found that this MPO is doing what most small MPO staffs do to involve the freight community in regional transportation planning.

Item 9: Quick Updates:

a. US Highway 56 Corridor Study

Todd Girdler told the TAC that this study is now moving from the Foundation of Facts stage to the second stage which is Forecasting the Future. Keith Browning told the TAC that he was involved with ongoing discussions about access for a new school just west of Baldwin City on US 56. County, city, KDOT and school district officials are discussing the driveway location, the hill along this section of highway, and the possible need for a left turn lane.

b. 5-County Regional Transportation Study

Todd Girdler informed the TAC that the regional travel demand model for this study is nearly complete and calibrated. This model that will be used to run scenarios for the region's roadway network will be discussed at upcoming advisory group meetings which some TAC members are invited to attend. He also noted that the Douglas County non-traditional meeting will be held at the Maple Leaf Festival in Baldwin City in October.

c. Statewide Freight Plan

Todd Girdler told the TAC that the plan is now done and that John Maddox will be invited to make a presentation about this at the August MPO meeting.

d. Lawrence-KU Transit Study

Donna Hultine and Robert Nugent told the TAC that a joint KU-City Route/Schedule Book is now being printed. They also informed the TAC that the new joint Route 11 is being prepared to start operation in about

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a month. Scott McCullough asked about how we get transit stops for new developments. Robert Nugent said that the T and KUOW staffs need to know early what land developments are planned so they can determine whether those locations can be served with transit and if so how the site will accommodate buses. Getting potential stop locations and turn-outs identified early in the site plan review and platting process is important. However, developers need to understand that just because an existing route is nearby there is no guarantee that it will be changed to serve their development.

e. New Lawrence Transit Administrator

Todd Girdler introduced Robert Nugent as the new T Administrator.

f. New FHWA Community Planner

Todd Girdler introduced Paul Foundoukis as the new FHWA Community Planner that will be working with our MPO.

g. MPO Website Reorganization

Bart Rudolph told the TAC that the information on the web has been reorganized and expanded. Todd Girdler noted that thanks to Bart our MPO's presence on the web has dramatically improved in the last six months. Keith Browning asked if there was a link on the Douglas County website to all this MPO information. Bart did not think there was a link, and Keith said he would get information to Bart about whom to call to set that link up.

h. TAC Bylaws

Todd Girdler told the TAC that the new bylaws are approved and distributed copies of them to the TAC.

i. Name Change for the L-DC MPO

The TAC briefly discussed this topic that had come up in discussions at recent MPO meetings. The TAC did not have any suggestions for a new name other than the Douglas County MPO that had been mentioned at earlier meetings. It was noted that if the name changes then several documents will have to be re-approved. The TAC did suggest that staff work on developing a logo for our MPO. Bart showed the TAC the logos used by other nearby MPO groups.

j. Kansas Association of MPOs (KAMPO) Fall Conference

Todd Girdler told the TAC that the L-DC MPO would be hosting this conference in October. So far KDOT has promised some funds to help pay for this conference, and the TAC has suggested that we get a Complete Streets speaker to come in and make a presentation. Todd told the TAC members if they have other suggestions then please get them to him soon.

k. Comprehensive Transportation Program (CTP) Completion

Todd Girdler informed the TAC that the last CTP project was started on June 8th marking the end of this ten-year state funding program.

l. Election of TAC Chair and Vice-Chair

Todd Girdler told the TAC that the TAC is in transition to its new composition and that this item would be on next month's agenda.

m. National Bicycle and Pedestrian Documentation Project

Bart Rudolph distributed a flyer for this training and told the TAC that our MPO will be able to send seven people to this day long workshop. This

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training will allow us to do a systematic count of bicyclist and pedestrian traffic and help us improve our travel demand model and other MPO products. He asked TAC members to let him know if they wanted to attend this event. He also explained that after the training is done the MPO expects to conduct a count in September and will need to get volunteers so if you take the training you will be asked to help with the count.

n. Bikeway Planning for the 9th Street Corridor

Bart Rudolph told the TAC that the Bicycle Advisory Committee and the Traffic Safety Commission had met yesterday and recommended by a TSC vote of 7-1 to remove parking along one side of 9th Street between Indiana and Tennessee and install bike lanes. This change will also involve reducing the inside travel lanes to 10.5 feet wide.

o. Cooperative Agreement

Todd Girdler informed the TAC that this agreement describing the relationship between the MPO, KDOT and the City/Lawrence Transit System was approved by KDOT Secretary Deb Miller and has been posted to the MPO website.

Item 10: Other Business

There was none.

Item 9: Next Meeting

The next TAC meeting will be held in the Planning Conference Room at the Lawrence City Hall at 1:30 PM on August 4, 2009.

The TAC meeting was adjourned at 2:58 PM.

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, Cooperative and Comprehensive (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 Budget and Text Amendments to the 2009 Unified Planning Work Program described below and shown on the attachments to this resolution on this 17th day of September 2009.

2009 UPWP Budget and Text Changes

- Adjust the budget and text to reflect changes to the Regional Travel Demand Model and Data Development work task to use KDOT in-kind match from the US 56 Corridor Management Plan with federal Consolidated Planning Grant funds to provide consultant services including staff training for the development and maintenance of a regional travel demand model
- Adjust the budget and text to reflect changes to the MPO Administration and Staffing work task to use KDOT in-kind match from the US 56 Corridor Management Plan with federal Consolidated Planning Grant funds to provide computer hardware and software needed for the development of a regional travel demand model
- Revise the work task schedule to reflect progress made on projects through the first half of the year
- Revise the budget to increase the hours allocated to the GIS Planner for MPO work in 2009
- Revise the work task budget to reflect the exact amount for the Carpool Connection maintenance fee
- Adjust the budget and text to reflect changes to the Public Transportation Planning work task that deletes Consolidated Planning Grant funds for a consultant for the Coordinated Public Transit-Human Services Transportation Plan and replaces that activity with increased MPO staff time
- Adjust the budget and text to reflect the changes to Program Support & Administration, Short-Range Transportation Planning, Long-Range

Transportation Planning, and Public Transportation Planning work tasks to decrease the amount of local cash match for staff time and increase the use of KDOT in-kind match for federal Consolidated Planning Grant funds.

Lisa Harris, L-DC MPO Chairperson

Scott McCullough, L-DC MPO Secretary

DRAFT

2009

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 November 19, 2008

Amended by the L-DC MPO on March 12, 2009

Amended by the L-DC MPO on September , 2009

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**2009
Unified Planning Work Program**

Lawrence-Douglas County Metropolitan Planning Organization

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

2009 Unified Planning Work Program

January 1 – December 31, 2009

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

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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 also an important cooperative partner in the MPO transportation planning process and fully participates in the development and implementation of the MTP and the TIP by providing a transit operations perspective in MPO discussions. Lawrence Transit's primary responsibility is the operation of the public transit system within Lawrence, but the T staff also performs certain planning functions carried out in coordination with the MPO.

Required MPO Planning Products and Their Status

Metropolitan Transportation Plan (MTP)

The L-DC MPO recently completed a new MTP (called the Transportation 2030 Long Range Transportation Plan) that is compliant with SAFETEA-LU planning regulations. This new 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. A new MTP must be adopted at least once every five years.

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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 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. A new TIP must be adopted at least once every four years.

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 past year. This list will be produced by the MPO staff each year as a separate document, and the lists that have been produced since the last TIP adoption will be included in each new TIP update.

Unified Planning Work Program (UPWP)

~~On November 19, 2008~~ the L-DC MPO ~~approved~~ a Unified Planning Work Program (UPWP) for 2009 that is SAFETEA-LU compliant. 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 funds used by the L-DC MPO to carry out the 3-C planning process in Douglas County.

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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 existing 2004 Public Involvement Plan into a SAFETEA-LU compliant PPP. The MPO staff drafted the new PPP and sent it to the Technical Advisory Committee (TAC) for review in late 2008, and the TAC approved the draft PPP on April 7, 2009. This new PPP brings our public involvement process fully into compliance with federal rules. This 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.

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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.

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Regional Intelligent Transportation Systems (ITS) Architecture

The L-DC MPO completed a Regional ITS Architecture in 2008 that meets SAFETEA-LU planning requirements. ITS deployment is the application of advanced technologies in the information processing, communications, control, and/or electronics of transportation. The ITS Architecture includes 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. Institutional and technological integration are important parts of this architecture.

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Potential benefits from the new ITS Architecture include more efficient use of the transportation infrastructure, energy savings, and improvements in safety, mobility, accessibility, and productivity.

2008 UPWP Accomplishments

- Completed and executed a MPO Re-designation Agreement that changed the composition of the MPO from appointed to primarily elected officials
- Established a re-designated MPO for the Lawrence-Douglas County Metropolitan Planning Area
- Approved a major amendment to the 2008-2012 TIP that programmed new funding awarded to the region, edited the text, added a project locations map, served as the program of projects for Lawrence Transit, and made several updates to the project listings
- Completed and approved a new Metropolitan Transportation Plan
- Completed and accepted the Regional ITS Architecture for the Lawrence-Douglas

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- County Area
- Began an extensive review of the Bicycle Facilities Map and Bicycle Plan
- Completed a Bicycle Friendly Cities application for Lawrence that was sent to the League of American Bicyclists
- Became increasingly involved in transit discussions as the November 4th vote on transit funding approached
- Drafted the new Public Participation Plan
- Attended stakeholder meetings and numerous other staff level meetings for the development of the KDOT sponsored 5-County Regional Transportation Study covering Douglas, Johnson, Wyandotte, Miami and Leavenworth Counties
- Attended stakeholder meetings and numerous other staff level meetings for the development of the KDOT sponsored US 56 Highway Corridor Study covering 22 miles of highway from the I-35 Interchange near Gardner to the US 59 Intersection in Douglas County
- Reviewed the latest KDOT and FHWA approved roadway functional classification maps for Lawrence and Douglas County and compared those maps to the classification maps shown in the T2030 Metropolitan Transportation Plan
- Completed and approved this 2009 UPWP
- Completed quarterly billing packages and submitted them to KDOT for the 4th Quarter 2007, 1st Quarter 2008, 2nd Quarter 2008 and 3rd Quarter 2008
- Reviewed the quarterly billing process and improved it to make it more efficient and more accurate

Anticipated Major Planning Activities for 2009

Program Support & Administration

- Review the new MPO Re-designation Agreement and work with the planning partners involved in the Lawrence-Douglas County MPO process to educate new MPO members, create MPO bylaws, and begin the MPO process involving elected officials
- Develop and approve a Metropolitan Planning Agreement for the re-designated MPO
- Develop a Unified Planning Work Program for 2010, send a draft to KDOT, FHWA and FTA on or before August 31st, and moved it to the MPO for approval in November
- Send the new Public Participation Plan to the MPO for approval
- Develop a new Title VI Plan to describe how the L-DC MPO will encourage participation from all citizens in the MPO processes and discourage discrimination

Short Range Transportation Planning

- Review the area's development codes and develop a new set of access management guidelines and standards for use by developers, current planning staff, and others in designing and reviewing roadways and land development projects

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- Assist the Lawrence and Douglas County staffs in their review of major land development projects that have potential impacts on the regional transportation system
- Update the Transportation Improvement Program as needed

Long Range Transportation Planning

- Transfer the regional travel demand model to the MPO staff for future operation and maintenance
- Update and check the accuracy of the Bicycle Facilities Map, make revisions to it, and rename it the Bikeway System Map
- Update the Functional Classification Maps for Lawrence and Douglas County and make those FHWA-approved maps consistent with the latest functional classification maps included in the Metropolitan Transportation Plan (T2030 document)
- Participate in the KDOT-sponsored 5-County Regional Transportation Study
- Participate in the KDOT-sponsored US Highway 56 Corridor Study
- Review and assist KDOT to the extent practical with their development of a statewide freight study
- Review and utilize the ITS Architecture for the Lawrence-Douglas County Region
- Review and comment on draft long range plans for the region and sub-areas, including draft changes to the Comprehensive Plan (Horizon 2020) document
- Monitor air quality issues as they relate to regional transportation planning

Public Transportation Planning

- Assist the City of Lawrence and the University of Kansas staffs with planning a new transit system for Lawrence that coordinates, consolidates or merges the Lawrence T and the KU on Wheels services into one integrated system meeting the needs of the general public and the KU population
- Discuss paratransit issues and challenges with specialized transit providers in Coordinated Transit District -1 and assist those providers with incorporating paratransit topics into the MPO process and the Metropolitan Transportation Plan
- Review the existing Coordinated Public Transit–Human Services Transportation Plan for Douglas County and begin the process of updating this plan in coordination with KDOT staff and CTD-1 transit providers in preparation for the L-DC MPO approval of a new plan in 2010

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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. The Lawrence-Douglas County Planning & Development Services Department provides staff support services for the L-DC MPO.

The L-DC MPO was recently re-designated with a voting membership consisting of mostly elected officials from around Douglas County. This newly composed MPO includes representatives from all of the cities in the county and replaces the Lawrence-Douglas County Planning Commission that had served as the region's MPO since 1982. This 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. The L-DC MPO and its 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.

During the first quarter of 2009, the MPO staff provided new MPO members with an overview of what their role is as the MPO and a description of what they approve and when. The MPO staff also informed the new MPO members that they needed to create bylaws within six months, and MPO staff began the process of drafting those bylaws.

As noted in the L-DC MPO Re-Designation Agreement, the KDOT representative on the MPO began their service as the first Chairperson for our region's re-designated MPO and scheduled the first meeting of this group for January 22, 2009.

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Program Objectives:

- To focus L-DC MPO staff and funding resources so that all of the required MPO documents (MTP, TIP, UPWP, PPP) 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 and Technical Advisory Committee and encourage communication within and between these groups
- To provide training opportunities and funding for MPO staff and MPO members so that they can learn more about the MPO process

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- To provide administrative assistance to the L-DC MPO for the administration of Consolidated Planning Grant funds used for MPO operations
- To produce documents needed for the support and administration of the regional MPO planning program (e.g., UPWP)
- To produce documents needed to help guide the MPO process (e.g., PPP)
- 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 L-DC MPO process 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 for 2009. 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 3C process. This task includes the administrative duties to manage staff and funding resources 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 funds.

This work task includes direct expenses for MPO activities (travel, equipment and supplies, mileage, training fees, etc.). The MPO staff will check with KDOT staff to determine the eligibility of each direct charge for CPG reimbursement before making the purchase.

Training for MPO members and staff is also handled under this work task. During 2009 the MPO staff plans on attending the following types of workshops, conferences, and training sessions:

- o National American Planning Association (APA) Conference – staff will attend

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- transportation track sessions and earn credits for American Institute of Certified Planners (AICP) certification maintenance
- o Kansas APA Chapter conferences, meetings and workshops
- o National Transit Institute and National Highway Institute workshops in Kansas City or other nearby cities that provide training for MPO related topics
- o Kansas Association of Metropolitan Planning Organizations (KAMPO) meetings
- o Other training that the L-DC MPO requests MPO staff to attend and that KDOT approves as an eligible activity for CPG reimbursement

This work task will include significant amounts of time for the development of new bylaws for the re-designated MPO. According to the L-DC MPO Re-Designation Agreement the MPO needs to create and adopt bylaws within six months of the execution of the re-designation agreement. MPO staff began to draft new MPO bylaws in 2008 and this effort will continue during the first half of 2009 with L-DC MPO approval of their bylaws planned for June 2009 or sooner.

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 second half of 2009 the MPO staff plans on purchasing new computer hardware and software and contribute funds towards the printer supplies used for MPO work.

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 the 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.

1.3 Public Participation Plan

This task includes the creation, maintenance/update, and implementation of a public participation process and plan for the L-DC MPO. This activity includes the completion of a new Public Participation Plan that meets all SAFETEA-LU metropolitan planning regulations. The use of the PPP to introduce new 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 is planned to be part of this task in 2009.

1.4 MPO Education

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For 2009 this task will involve the education of new MPO members to teach them about MPO documents, the regional 3-C process, and their role in it. The MPO staff expects to spend much of their time in the first half of 2009 educating new MPO members and others that are interested about what a MPO is, what it does, and what authority it has to affect transportation policies and investments in the region.

1.5 Title VI Plan

This task for 2009 will result in the development of a Title VI Plan for the L-DC MPO operations and the development of all MPO documents. Title VI of the 1964 Civil Rights Act and related federal regulations prohibit discrimination based on race, color, national origin, religion, sex, disabilities, income status, and age in federally funded programs including MPO operations. This new plan will indicate how the L-DC MPO will encourage participation in the regional transportation planning process by all citizens in the region, discourage discrimination in MPO work based on these factors, and create a process for documenting and handling discrimination complaints.

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

- Quarterly Progress and Billing Reports (January 2009, April 2009, July 2009, October 2009)
- Completion Report for 2008 (February 2009)
- Metropolitan Planning Agreement (June 2009)
- 2010 Unified Planning Work Program (To KDOT, FHWA, FTA and transit provider by August 31st and approved by the L-DC MPO in November 2009)
- Meeting Agendas and supporting documents for L-DC MPO and TAC meetings (one week before meeting dates)
- Meeting Minutes for L-DC MPO and TAC meetings (two weeks after meeting dates)
- Various correspondence with FHWA, FTA, KDOT, Douglas County, and city officials regarding the administration of the MPO process (as needed)
- Contract and grant administration in support of the work program (ongoing)
- Grant applications for any special funding outside the annual work program (as needed)
- Acquisition of equipment, supplies, computer software, and computer hardware as needed to support transportation planning activities (as needed)
- Purchase of professional services to assist with staff training and professional development (as needed)

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2009 Budget for the Program Support & Administration Work Category:

Estimated Costs

Lawrence-Douglas County Metropolitan Planning Organization Staff	\$ 35,072
Consultant, Training, Equipment and Supply Costs	\$ 13,750

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Estimated Total Costs	\$ 48,822	Deleted: 41,427
Estimated Source of Funds		
Consolidated Planning Grant (Federal MPO funds)	\$ 39,057	Deleted: 33,142
Local Cash Match from the Lawrence-Douglas County Planning & Development Services Department	\$ 4,795	Deleted: for Staff
KDOT In-Kind Match from the US 56 Corridor Study	\$ 4,969	Deleted: 6,535
Estimated Total Funding	\$ 48,822	Deleted: for Consultant, ¶ Training & Supply Costs
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		Deleted: 41,427

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 their 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 Work 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 Work 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 new 2008-2012 TIP that has since been amended, five times. The latest version of the 2008-2012 TIP (Amendment #5 approved on July 30, 2009) provides updated project information and provides the region with a TIP that meets the SAFETEA-LU planning regulations for TIP development. The current version of the TIP also programs American Recovery & Reinvestment Act funds recently awarded by KDOT to our local jurisdictions and this version updates our TIP to reflect the most recent changes to the area's 5Year Plans filed with the KDOT Local Projects Office. For 2009 the MPO staff plans on making further changes to the TIP as needed, but a major overhaul of the TIP document and process is

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not expected to be done until mid-2010.

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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 and are within the financial capacity of the community through the development of a Transportation Improvement Program that meets all federal and state regulations for TIP development
- To develop and maintain (through amendments and revisions) a TIP that implements the current Metropolitan Transportation Plan (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 2008-2012 TIP so that projects are not delayed due to TIP issues
- Work to educate the new L-DC MPO members and local transportation project sponsors about the TIP development process and MPO planning programs
- Work with the TAC and transportation project sponsors to begin the development of project selection criteria to determine project priorities for placement in the TIP and refine the TIP development process to incorporate those selection criteria

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:

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The MPO staff has attended numerous case review meetings with the Lawrence-Douglas County Planning & Development Services Department 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 has worked 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 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 Lawrence traffic engineer and city engineer.

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

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 the proposed projects and their impacts on the transportation system, and learn about the land use planning work being done in the region
- Work with the Lawrence traffic engineer, 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 those public officials and the developer to make changes as needed to the project to minimize its impacts on the 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

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- 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

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

2.3 Access Management–Plans, Guidelines and Standards

Background/Previous Work:

Over the last two years the MPO staff has 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 the beginning of 2008 and some progress was made. However, with mid-year staff turnover at the MPO this activity was basically put on-hold until the last quarter of 2008. Completion of this task and the publication of new consolidated access management standards are now scheduled for late 2009.

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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.

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- 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 all 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

2009 Budget for the Short Range Transportation Planning Work Category:

Estimated Costs

Lawrence-Douglas County Metropolitan Planning Organization Staff	\$ 34,172	Deleted: 29,921
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Estimated Source of Funds

Consolidated Planning Grant (Federal MPO funds)	\$ 27,338	Deleted: 23,937
Local Cash Match from the Lawrence-Douglas County Planning & Development Services Department	\$ 4,501	Deleted: 5,984
KDOT In-Kind Match from the US 56 Corridor Study	\$ 2,333	
Estimated Total Funding	\$ 34,172	Deleted: 29,921

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 work category there are seven 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

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transportation system is going to look and how it will function now and in the future. Each of these seven 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. 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 modeling capabilities from KDOT to the MPO. In preparation for the development of in-house modeling capacity the L-DC MPO approved an on-call consultant modeling contract for 2008 and 2009. The MPO staff plans to use this contract during the second half of 2009 to provide MPO staff training on the model software, to assist with the model transfer from KDOT to the L-DC MPO staff for maintenance, and to coordinate the L-DC MPO model with the model being developed for the 5-County Regional Transportation Study.

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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 five 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 making 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 L-DC MPO and KDOT staffs provide up to date information in response to these requests.

Program Objectives:

- To maintain the travel demand model and associated data files

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- To maintain a geographic information system (GIS) capable of addressing transportation planning analysis needs
- To facilitate community dialogue concerning regional development and mobility goals
- To evaluate land use and transportation scenarios
- To communicate development changes 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 and boards, 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, development and geographic databases
- 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 staff 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 projects and land use/transportation network scenarios to model
- Prepare base year, existing + committed (E+C), E+C with projections, and horizon year modeling assignments
- 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 and be a major part of this work task in 2009. This will be the highest priority item under this work task. The L-DC MPO will be asked to assist the MPO staff with this activity through the use of CPG funds for consultants and training opportunities.)
- Review and utilize demographic data as part of the metropolitan transportation planning process and use Census data (updated as needed) as input data to the regional traffic demand model

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- Compile transportation safety data and decide how to use this data in the next MTP (The MPO staff will work with Lawrence, Douglas County and KDOT officials to compile accident data.)
- Review and revise the regional traffic model road network and traffic analysis zone structure as needed

Products:

- Analyses of regional roadways, areas, or developments in response to data requests (ongoing)
- Transportation infrastructure, land use, and socioeconomic information and databases acquired from outside sources or produced by staff (ongoing)
- Updated GIS mapping (ongoing)
- Monitoring TAZ employment and dwelling unit projections for MTP updates
- Travel Demand Model training and experience for the MPO staff (This training will be the start of creating in-house capabilities for future traffic modeling capabilities.)

3.2 Metropolitan Transportation Plan

Background/Previous Work:

Federal regulations require that Metropolitan Transportation Plans (MTP) cover at least a 20-year planning horizon and be reviewed and updated at least every five years in air quality attainment areas like Douglas County. The Transportation 2030 document was adopted on April 24, 2008. With this new MTP the Lawrence-Douglas County MPO will not need to update its MTP until 2013. However, it is likely that some parts of it will need to be revised before then to reflect changes in transportation planning priorities and/or funding. At present, the most likely reasons to make MTP changes in 2009 are the upcoming changes in transportation funding programs as SAFETEA-LU expires on September 30, 2009 and the changes in transit services for Lawrence as the Lawrence T and the KU on Wheels operations consolidate. The MPO staff will monitor these issues, and if changes requiring an amendment to the MTP (T2030 document) occur then the MPO staff will initiate those changes. Since its initial approval the T2030 document has been amended twice, once to update the bikeway system map and once to add proposed ARRA funded projects into the MTP. Both of these amendments were approved by the L-DC MPO on April 16, 2009.

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

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- 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, nearby cities and counties, Lawrence-Douglas County Planning)
- Create and maintain a functional classification map for all public roadways in the L-DC MPO metropolitan planning area
- 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 and growth management plans 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 adoption
- 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 plans can be consistent with statewide and national plans
- Review and comment on transportation plans produced by other agencies and discuss with officials from those agencies how their plans and the MTP can be coordinated and have consistent recommendations
- Work with the Lawrence Transit System staff to update the transit sections of the MTP
- Work with the KDOT Public Transportation section and the Section 5310 and 5311 transit providers in Coordinated Transit District 1 to update the paratransit sections of the MTP
- Review the Functional Classification Map and make revisions to this map as needed
- Review the local government capital improvement plans in order to recommend needed transportation related projects for consideration in the development of the next MTP
- Review public comments and comments from planning partners about the current MTP and comments about transportation planning issues in the region, and document these comments so that they can be reviewed and possibly incorporated into the next MTP

Products:

- Comments on corridor studies, area plans, and other documents that discuss impacts to the region's transportation system and/or the MTP document

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- Updates and/or amendments to the MTP
- Discussions among the partners in the MPO process on the funding assumptions to use in the next MTP
- Schedule for new MTP development and approval process
- Review of public comments received about the current MTP and transportation planning issues in the region
- Comments about the relationship between various comprehensive plan elements produced by the region's local governments and the MTP
- Comments about transportation issues related to major land development proposals

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

Background/Previous Work:

The MPO staff in the past has participated in special studies like the Kaw Connects Study which was jointly sponsored by KDOT and the Kansas Turnpike Authority and studied travel needs in the Kansas City-Lawrence-Topeka Corridor. The MPO staff has also been involved with more local studies like the 23rd Street Corridor Study. During 2008 the MPO staff began its involvement in the 5-County Regional Transportation Study, US Highway 56 Corridor Study, and the 31st Street Extension Study. The MPO staff will continue to participate in these types of transportation studies that address issues raised in the Metropolitan Transportation Plan.

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, 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:

- A major project under this work task for 2009 will be the L-DC MPO participation in the US 56 Corridor Study. This KDOT sponsored consultant study is being managed by the KDOT Planning Staff. Several local governments including Douglas County, Baldwin City, and the L-DC MPO are providing funding to this project. This corridor study covers approximately 22 miles of US Highway 56 from I-35 near Gardner in Johnson County to US 59 in Douglas County.
- Another major project under this task for 2009 will be the L-DC MPO staff participation in

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the 5-County Regional Transportation Study being sponsored and funded by KDOT. This study will cover mobility needs in Johnson, Leavenworth, Miami, Wyandotte, and Douglas Counties. The MPO staff will be involved in this study through 2009 and into 2010. The first phase of this study scheduled for completion in early 2010 will identify major mobility issues in this region and plan strategies for addressing those needs.

- The L-DC MPO staff will identify special studies that are needed to address special concerns or issues raised by the L-DC MPO and Technical Advisory Committee or other advisory committees during the course of the year. The L-DC 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. With ample resources and L-DC MPO approval the MPO staff will work on new special studies in 2009. However, with the substantial amount of MPO staff time being spent on the 5-County and US 56 studies, it is doubtful that any more new studies can be started in 2009.
- The MPO staff will review freight services and issues in the region as part of its review of the KDOT Statewide Freight Study. This study was completed in July 2009.
- The timely completion of special studies may be accomplished through the use of consultants to assist the L-DC MPO and the MPO staff. If the L-DC MPO decides to use consultant help then the MPO staff will administer the consultant contract through the Lawrence-Douglas County Planning & Development Services Department.

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Products:

- Meetings and documentation of the MPO support of and work on completing the US Highway 56 Corridor Study
- Meetings and documentation of the MPO support of and work on completing the 5-County Regional Transportation Study
- Review and comments from the MPO staff to KDOT staff about the Statewide Freight Study
- 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 L-DC 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, reviews road construction projects and development plans for bicycle and pedestrian facilities, maintains the Bicycle Facilities Map, and updates the Bicycle Plan as needed. During 2008 the MPO staff initiated a review of the bikeways shown on the Bicycle Facilities Map and found that the map needed to be updated. Field checks of all existing

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bikeways on the map were made and numerous revisions to the map were completed. All of these map updates were coordinated with the BAC and with Lawrence Public Works staff. This effort that began in the second half of 2008 should be finished by the end of the first quarter in 2009. The MPO staff will also update the Lawrence-Douglas County Bicycle Plan and incorporate its recommendations into the Metropolitan Transportation Plan.

Program Objectives:

- Maintain bicycle-related transportation data for use in studies and analyses
- Encourage integration of bicycle and pedestrian transportation needs in land development projects, local 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 Elements of the Metropolitan Transportation Plan and local comprehensive plans as necessary

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 sidewalks 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 Bicycle Facilities Map as needed
- Prepare, as appropriate, applications for bicycling and walking grants, projects, and other programs
- Participate in "Bike to Work" week and other bicycle awareness and safety promotional activities
- Design and/or obtain materials to hand out to MPO members and the public to encourage safe cycling and walking, and to promote the inclusion of non-motorized transportation in the region's multi-modal transportation system

Products:

- Reviews of roadway projects, development plans, and plats that note the needs for pedestrian facilities, bicycle facilities and bicycle parking

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- Updated Bikeway System Map
- Updated Bicycle Work Plan
- Updates to transportation design guidelines and standards that incorporate bikeway planning and design guidelines and encourage the construction of bicycle-friendly transportation improvements
- Promotional materials for safe cycling and safe walking activities

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3.5 ITS Architecture Maintenance & Planning

Background/Previous Work:

In 2006 in response to an FHWA requirement, the ITS Working Group began meeting to discuss development of the required Regional ITS architecture. A request for proposals was developed, consultant interviews were conducted, and a consultant was selected. The scope of work and budget were negotiated and initial work was started. The draft ITS architecture was completed and accepted as complete by the L-DC MPO on May 19, 2008. With the recent completion of our region's ITS architecture, the MPO staff does not expect to devote much time to this task in 2009. However, the MPO staff will discuss this architecture with local government officials and KDOT staff to learn about how it is being used by those agencies in designing transportation improvement projects.

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Program Objectives:

- Define the needs and opportunities for the deployment of ITS user services in Lawrence and throughout Douglas County
- Evaluate ITS user services to identify those that are applicable to the region
- Identify existing ITS technologies in use within the region
- Create and maintain a Regional ITS Architecture that is used by transportation planners and engineers to incorporate technology into project plans
- Use the ITS architecture to improve coordination and interoperability of transportation technology and transportation agencies to improve the safety and efficiency of the region's transportation system

Work Tasks:

- Review the Lawrence-Douglas County Regional ITS Architecture and determine how it is being used by local and state agencies in the metropolitan planning area to develop transportation system improvement projects
- Discuss the ITS Architecture with local and state officials in order to educate transportation professionals about ITS planning in the region
- In cooperation with KDOT review and make comments about the Statewide ITS

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Architecture and the Advanced Traveler Information System developed by KDOT and how those things will be coordinated with the Lawrence-Douglas County Regional ITS Architecture

- Training for MPO staff on the Turbo Architecture software package and the development of in-house capacity to make minor changes and upgrades to the regional ITS architecture

Products:

- ITS Architecture reviews and comments
- Information about how the ITS Architecture is being used in the planning and design of transportation projects in the region
- MPO staff understanding of the Turbo Architecture software and how it can be used to maintain the region's ITS architecture

3.6 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 in 2009. The MPO staff has discussed this issue with TAC members, KDOT officials, ~~and Douglas County Health Department staff.~~

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Objectives:

- Incorporate air quality standards into the L-DC 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:

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- Monitor the ongoing discussions about possible non-attainment status for Douglas County and inform the L-DC 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 L-DC MPO processes and documents so that our region is compliant with air quality and planning regulations
- Continue to support efforts by the Climate Protection Task Force and similar groups around the region 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 L-DC MPO efforts to comply with air quality and planning regulations

3.7 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. The MPO staff has also offered comments on long range system plans for parks and utilities. These long range plans that are not directly transportation system plans but influence how land is developed are important to MPO planning. 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 2009. 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.

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 to transportation planners for data on land use and economic activity that is helpful at creating and updating regional travel demand models used in the development of the Metropolitan Transportation Plan

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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 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

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

2009 Budget for the Long Range Transportation Planning Work Category:

Estimated Costs

Lawrence-Douglas County Metropolitan Planning Organization Staff	\$ 89,714	Deleted: 90,522
Consultant, Training, Equipment and Supply Costs	\$ 68,750	Deleted: 43,750
Estimated Total Costs	\$ 158,464	Deleted: 134,272

Estimated Source of Funds

Consolidated Planning Grant (Federal MPO funds)	\$ 126,771	Deleted: 107,418
Local <u>Cash</u> Match from the Lawrence-Douglas County Planning & Development Services Department	\$ 11,817	Deleted: for Staff
KDOT In-Kind Match from the US 56 Corridor Study	\$ 19,876	Deleted: 8,750
Estimated Total Funding	\$ 158,464	Deleted: 134,272

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4. PUBLIC TRANSPORTATION PLANNING

This work category includes two major types of transit planning activities. The transit planning done by the L-DC MPO staff is typically focused on general public fixed route transit services and the impacts of that service on the regional transportation system. This Public Transit Planning and Coordination task comprises a majority of the MPO staff time scheduled for transit planning in 2009, but a significant amount of staff time this year will also be devoted to paratransit planning.

Paratransit planning involves specialized transit services that are designed to transport certain groups that need special services. These special services include the transport of persons with various forms of physical and/or mental disabilities. The paratransit services in the region need to be considered in the development of the region's Metropolitan Transportation Plan. During the second half of 2009 the L-DC MPO staff will focus its transit planning efforts toward the drafting of a new Coordinated Public Transit-Human Services Transportation Plan.

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- Deleted: (paratransit)
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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. 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 system that provides service on campus and to several off-campus apartment complexes. During the last two years the City and KU have been discussing possible ways to consolidate their services and offer a joint service to the public and KU students. The MPO was active in those discussions during 2008 and continues to be active in these transit service talks as they continue through 2009.

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, and the L-DC MPO provides funding support for the maintenance of the 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 and TAC discussed numerous transit service issues in 2008 including a consolidation/merger idea for the Lawrence T and KU on Wheels operations, the November ballot issue to fund transit, growing needs for special transit services and paratransit coordination, and the approval of a new contract with the transit operating contractor for the T

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system.

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 of residents and help support economic growth

Work Tasks:

- Continue to assist in the planning and further development of the fixed-route municipal bus service for Lawrence and its possible consolidation 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 with staff assistance and funding in a route and schedule planning study and discussions concerning improving coordination of transit services between the City of Lawrence and the University of Kansas
- Monitor the changes to transit services in the Lawrence Area and make any modifications to the Metropolitan Transportation Plan and the Transportation Improvement Program documents as needed to reflect those changes
- Participate in a planning study and discussions concerning the provision of commuter transit services between the Lawrence, Topeka, Kansas City, and Johnson County
- Provide technical and planning assistance to the City Commission and City Public Transit Administrator as needed
- Continue to work with MARC and other MPOs in funding support of the joint rideshare program
- Assist as needed with grant application process for use of FTA Section 5307, Section 5309, and KDOT Comprehensive Transportation Program funds

Products:

- Support of the Joint Rideshare Program with MARC and SJATSO
- 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 possible consolidation of Lawrence T and KU on Wheels services

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4.2 Paratransit Planning and Coordination

Background/Previous Work:

The MPO staff has worked with the local specialized transit providers and KDOT staff in the past 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 is expected to continue through 2009 as staff time and funding allows. The MARC is now updating its CPT-HSTP as part of its ongoing efforts to update its Metropolitan Transportation Plan. The KDOT staff for Coordinated Transit District #1 which Douglas County is a part of has encouraged the L-DC MPO to begin the process of updating its CPT-HSTP. During late 2008 and early 2009 the L-DC MPO and KDOT staffs discussed this coordinated transit plan update and initially decided to use consultants to do this work, however, more recently the KDOT and MPO staffs have agreed that this plan can be done in-house.

Program Objectives:

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

Work Tasks:

- MPO staff will meet 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 work with KDOT and CTD-1 staffs to update the Coordinated Public Transit–Human Services Transportation Plan
- MPO staff will work cooperatively with KDOT staff and CTD-1 agencies to update the Coordinated Public Transit–Human Services Transportation Plan for Douglas County

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Products:

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- Updates to the Metropolitan Transportation Plan to reflect major changes to paratransit services in the region
- Updates to the Transportation Improvement Program to reflect changes in funding for paratransit services in the region
- Updates to the Coordinated Public Transit–Human Services Transportation Plan

2009 Budget for the Public Transportation Planning Work Category:

Estimated Costs

Lawrence-Douglas County Metropolitan Planning Organization Staff	\$ 29,950	Deleted: 21,028
Consultant, Training, Equipment and Supply Costs	\$ 29,275	Deleted: 158,869
Estimated Total Costs	\$ 59,225	Deleted: 179,897

Estimated Source of Funds

Consolidated Planning Grant (Federal MPO funds)	\$ 47,380	Deleted: 80,823
Local Cash Match from the Lawrence-Douglas County Planning & Development Services Department	\$ 4,800	Deleted: 4,482
KDOT In-kind Match from the US 56 Study	\$ 7,045	Deleted: 15,000
Estimated Total Funding	\$ 59,225	Formatted: Not Highlight
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		Deleted: 63,675
		Deleted: ¶ City of Lawrence – cash contribution to City-KU Transit Study \$
		Deleted: 7,959
		Deleted: ¶ University of Kansas – cash contribution to City-KU Transit Study \$
		Deleted: 7,959
		Deleted: 179,897

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	A	B	C	D	E	F	G
1	2009 UPWP Work Task Schedule	UPWP #	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	
2							
3	Program Support & Administration	1					
4							
5	MPO Administration & Staffing	1.1	x	x	x	x	ongoing activity
6	Unified Planning Work Program	1.2			x	x	new UPWP routinely done in second half of year
7	Public Participation Plan	1.3	x	x			new PPP approved on 4-16-09; ongoing activity
8	MPO Education	1.4	x	x	x	x	ongoing activity
9	Title VI Plan	1.5		x	x		new activity added by amendment #1; Title VI Plan approved on 7-30-09
10							
11	Short Range Transportation Planning	2					
12							
13	Transportation Improvement Program	2.1	x	x	x	x	TIP Amendment #2 approved on 2-19-09, #3 on 3-12-09, #4 on 5-21-09, and #5 on 7-30-09; as needed activity
14	Current Planning Support and Coordination (TIS reviews, etc.)	2.2	x	x	x	x	ongoing activity
15	Access Management - Plans, Guidelines and Standards	2.3	x	x	x	x	completion of new Access Management Guidelines & Standards document by the end of 2009
16							
17	Long Range Transportation Planning	3					
18							
19	Regional Travel Demand Model & Data Development	3.1	x	x	x	x	MPO staff training in second half of the year; ongoing activity
20	Metropolitan Transportation Plan	3.2	x	x			Amendments #1 and #2 approved on 4-16-09
21	Special Studies (corridor, regional, statewide, feasibility, modal, etc.)	3.3	x	x	x	x	5-County Study and US 56 Corridor Study; ongoing activity
22	Bicycle and Pedestrian Planning	3.4	x	x	x	x	new Bikeway System Map approved on 4-16-09; ongoing activity
23	ITS Architecture Maintenance & Planning	3.5			x	x	review of architecture implementation in 3rd quarter; ongoing activity
24	Air Quality Planning	3.6	x	x	x	x	ongoing activity
25	Long Range Planning - Support & Coordination	3.7	x	x	x	x	ongoing activity
26							
27	Public Transportation Planning	4					
28							
29	Public Transit Planning & Coordination	4.1	x	x	x	x	ongoing activity
30	Paratransit Planning & Coordination	4.2	x	x	x	x	ongoing activity
31							
32							
33	Notes:						
34	This schedule is subject to change and may change in 2009 as the Federal and State Governments debate new surface transportation programs, the Lawrence Transit System makes adjustments, MPO funding is revised, the re-designated MPO for the Lawrence-Douglas County Metropolitan Planning Area is formed, the region's air quality attainment status is discussed, and major KDOT sponsored corridor and area studies impacting the L-DC MPO progress and/or are completed.						

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q
1	TASKS - Hours	UPWP #	Todd Girdler	Percent		Bart Rudolph	Percent		David Guntert	Percent		Renee Yocum (Stains)	Percent		TOTAL HOURS	Percent	
3	Program Support & Administration	1	440	21.15%		320	15.38%		40	11.11%		40	25.00%		840	17.95%	
4																	
5	MPO Administration & Staffing	1.1	200	9.62%		80	3.85%			0.00%		40	25.00%		320	6.84%	
6	Unified Planning Work Program	1.2	80	3.85%		40	1.92%			0.00%			0.00%		120	2.56%	
7	Public Participation Plan	1.3	40	1.92%		80	3.85%			0.00%			0.00%		120	2.56%	
8	MPO Education	1.4	80	3.85%		80	3.85%		40	11.11%			0.00%		200	4.27%	
9	Title VI Plan	1.5	40	1.92%		40	1.92%			0.00%			0.00%		80	1.71%	
10																	
11	Short Range Transportation Planning	2	360	17.31%		400	19.23%		60	16.67%		40	25.00%		860	18.38%	
12																	
13	Transportation Improvement Program	2.1	120	5.77%		40	1.92%		20	5.56%		20	12.50%		200	4.27%	
14	Current Planning Support and Coordination (TIS reviews, etc.)	2.2	120	5.77%		120	5.77%			0.00%			0.00%		240	5.13%	
15	Access Management - Plans, Guidelines and Standards	2.3	120	5.77%		240	11.54%		40	11.11%		20	12.50%		420	8.97%	
16																	
17	Long Range Transportation Planning	3	920	44.23%		1,120	53.85%		180	50.00%		60	37.50%		2,280	48.72%	
18																	
19	Regional Travel Demand Model & Data Development	3.1	240	11.54%		240	11.54%		40	11.11%			0.00%		520	11.11%	
20	Metropolitan Transportation Plan	3.2	80	3.85%		40	1.92%		40	11.11%		20	12.50%		180	3.85%	
21	Special Studies (corridor, regional, statewide, feasibility, modal, etc.)	3.3	240	11.54%		200	9.62%		40	11.11%		20	12.50%		500	10.68%	
22	Bicycle and Pedestrian Planning	3.4	120	5.77%		240	11.54%		60	16.67%		20	12.50%		440	9.40%	
23	ITS Architecture Maintenance & Planning	3.5	40	1.92%		40	1.92%			0.00%			0.00%		80	1.71%	
24	Air Quality Planning	3.6	80	3.85%		120	5.77%			0.00%			0.00%		200	4.27%	
25	Long Range Planning - Support & Coordination	3.7	120	5.77%		240	11.54%			0.00%			0.00%		360	7.69%	
26																	
27	Public Transportation Planning	4	360	17.31%		240	11.54%		80	22.22%		20	12.50%		700	14.96%	
28																	
29	Public Transit Planning & Coordination	4.1	240	11.54%		80	3.85%		40	11.11%		20	12.50%		380	8.12%	
30	Paratransit Planning & Coordination	4.2	120	5.77%		160	7.69%		40	11.11%			0.00%		320	6.84%	
31																	
32	TOTAL HOURS - MPO		2,080	100.00%		2,080	100.00%		360	100.00%		160	100.00%		4,680	100.00%	
33																	
34	PERCENT OF STANDARD WORK YEAR (2,080 HOURS)			100.00%			100.00%			17.31%			7.69%				
35																	
36																	
37																	
38																	
39																	
40																	
41																	

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1	TASKS - Dollars at 100%	UPWP #	Todd Girdler	Bart Rudolph	David Guntert	Renee Yocum (Stains)		TOTAL LABOR COSTS 100%		
2										
3	Program Support & Administration	1	21,090	8,266	1,860	1,461		32,677		
4										
5	MPO Administration & Staffing	1.1	9,587	2,066	0	1,461		13,114		
6	Unified Planning Work Program	1.2	3,835	1,033	0	0		4,868		
7	Public Participation Plan	1.3	1,917	2,066	0	0		3,984		
8	MPO Education	1.4	3,835	2,066	1,860	0		7,761		
9	Title VI Plan	1.5	1,917	1,033	0	0		2,951		
10										
11	Short Range Transportation Planning	2	17,256	10,332	2,790	1,461		31,839		
12										
13	Transportation Improvement Program	2.1	5,752	1,033	930	731		8,446		
14	Current Planning Support and Coordination (TIS reviews, etc.)	2.2	5,752	3,100	0	0		8,852		
15	Access Management - Plans, Guidelines and Standards	2.3	5,752	6,199	1,860	731		14,541		
16										
17	Long Range Transportation Planning	3	44,098	28,930	8,369	2,192		83,588		
18										
19	Regional Travel Demand Model & Data Development	3.1	11,504	6,199	1,860	0		19,563		
20	Metropolitan Transportation Plan	3.2	3,835	1,033	1,860	731		7,458		
21	Special Studies (corridor, regional, statewide, feasibility, modal, etc.)	3.3	11,504	5,166	1,860	731		19,260		
22	Bicycle and Pedestrian Planning	3.4	5,752	6,199	2,790	731		15,471		
23	ITS Architecture Maintenance & Planning	3.5	1,917	1,033	0	0		2,951		
24	Air Quality Planning	3.6	3,835	3,100	0	0		6,934		
25	Long Range Planning - Support & Coordination	3.7	5,752	6,199	0	0		11,951		
26										
27	Public Transportation Planning	4	17,256	6,199	3,720	731		27,905		
28										
29	Public Transit Planning & Coordination	4.1	11,504	2,066	1,860	731		16,161		
30	Paratransit Planning & Coordination	4.2	5,752	4,133	1,860	0		11,744		
31										
32	TOTAL DOLLARS at 100%		99,700	53,726	16,738	5,845		176,009		
33										
34										
35	Notes:									
36	Todd Girdler hourly rate with benefits =		47.93							
37	Bart Rudolph hourly rate with benefits =		25.83							
38	David Guntert hourly rate with benefits =		46.49							
39	Renee Yocum (Stains) hourly rate with benefits =		36.53							
40	These hourly rates are fully loaded with all benefits and include a 5% inflation factor to compensate for mid-year changes.									
41										
42										

2009 UPWP Budget		UPWP #	Total Cost by Work Task	Consultant, Training, Equipment & Supply Costs				Labor Costs				Breakdown of Funding Sources			
				Funding Sources		Total Consultant, Training, Equipment & Supply Costs	Funding Sources		Total Labor Costs						
				Funded 80% CPG with Local Cash Match or Agency Match			Funded 100% CPG with KDOT In-Kind Match			Funded 80% CPG with Local Cash Match		Funded 100% CPG with KDOT In-Kind Match			
				Consolidated Planning Grant FHWA & FTA	Lawrence-Douglas County PDS Match to MPO Funds (Cash)		Consolidated Planning Grant FHWA & FTA	US 56 Study-KDOT In-Kind Match		Consolidated Planning Grant FHWA & FTA	Lawrence-Douglas County PDS Match to MPO Funds (Cash)	Consolidated Planning Grant FHWA & FTA	US 56 Study-KDOT In-Kind Match		
Program Support & Administration	1	\$48,822	\$702	\$176	\$10,298	\$2,575	\$13,750	\$18,478	\$4,619	\$9,579	\$2,395	\$35,072	\$39,057	\$4,969	\$4,795
MPO Administration & Staffing	1.1	27,825	702	176	10,298	2,575	13,750	7,416	1,854	3,844	961	13,114	22,260	3,536	2,029
Unified Planning Work Program	1.2	5,225	-	-	-	-	-	2,753	688	1,427	357	4,868	4,180	357	688
Public Participation Plan	1.3	4,276	-	-	-	-	-	2,253	563	1,168	292	3,984	3,421	292	563
MPO Education	1.4	8,330	-	-	-	-	-	4,389	1,097	2,275	569	7,761	6,664	569	1,097
Title VI Plan	1.5	3,167	-	-	-	-	-	1,668	417	865	216	2,951	2,533	216	417
Short Range Transportation Planning	2	\$34,172	\$0	\$0	\$0	\$0	\$0	\$18,004	\$4,501	\$9,334	\$2,333	\$34,172	\$27,338	\$2,333	\$4,501
Transportation Improvement Program	2.1	9,065	-	-	-	-	-	4,776	1,194	2,476	619	8,446	7,252	619	1,194
Current Planning Support and Coordination (TIS reviews, etc.)	2.2	9,500	-	-	-	-	-	5,005	1,251	2,595	649	8,852	7,600	649	1,251
Access Management - Plans, Guidelines and Standards	2.3	15,607	-	-	-	-	-	8,223	2,056	4,263	1,066	14,541	12,486	1,066	2,056
Long Range Transportation Planning	3	\$158,464	\$0	\$0	\$55,000	\$13,750	\$68,750	\$47,267	\$11,817	\$24,504	\$6,126	\$89,714	\$126,771	\$19,876	\$11,817
Regional Travel Demand Model & Data Development	3.1	58,496	-	-	30,000	7,500	37,500	11,062	2,766	5,735	1,434	19,563	46,797	8,934	2,766
Metropolitan Transportation Plan	3.2	8,005	-	-	-	-	-	4,217	1,054	2,186	547	7,458	6,404	547	1,054
Special Studies (corridor, regional, statewide, feasibility, modal)	3.3	45,672	-	-	20,000	5,000	25,000	10,891	2,723	5,646	1,412	19,260	36,537	6,412	2,723
Bicycle and Pedestrian Planning	3.4	22,855	-	-	5,000	1,250	6,250	8,749	2,187	4,535	1,134	15,471	18,284	2,384	2,187
ITS Architecture Maintenance & Planning	3.5	3,167	-	-	-	-	-	1,668	417	865	216	2,951	2,533	216	417
Air Quality Planning	3.6	7,442	-	-	-	-	-	3,921	980	2,033	508	6,934	5,954	508	980
Long Range Planning - Support & Coordination	3.7	12,827	-	-	-	-	-	6,758	1,690	3,504	876	11,951	10,262	876	1,690
Public Transportation Planning	4	\$59,225	\$3,420	\$855	\$20,000	\$5,000	\$29,275	\$15,780	\$3,945	\$8,180	\$2,045	\$29,950	\$47,380	\$7,045	\$4,800
Public Transit Planning & Coordination	4.1	46,620	3,420	855	20,000	5,000	29,275	9,138	2,285	4,738	1,184	16,161	37,296	6,184	3,140
Paratransit Planning & Coordination	4.2	12,605	-	-	-	-	-	6,641	1,660	3,443	861	11,744	10,084	861	1,660
TOTAL DOLLARS		\$300,683	\$4,122	\$1,031	\$85,298	\$21,325	\$111,775	\$99,529	\$24,882	\$51,598	\$12,899	\$188,908	\$240,546	\$34,224	\$25,913

11,176

Notes:
Consultant, Training, Equipment & Supply Costs for 2009 include:

MPO staff training (except TransCAD training listed separately), travel expenses, equipment and supplies	13,750	\$11,176 CPG with Local & in-kind match
Travel demand modeling training for MPO staff and modeling services as needed from LSA	37,500	CPG 80% or \$30,000 with in-kind match
MPO contribution to the US 56 Highway Corridor Study administered by KDOT	25,000	CPG 80% or \$20,000 with in-kind match
MPO design and printing of Safe Cycling and Walking publications	6,250	CPG 80% or \$5,000 with in-kind match
MPO contribution to the Lawrence-KU Transit Route System Study	25,000	CPG 80% or \$20,000 with in-kind match
Carpool Connection maintenance fee	4,275	CPG 80% or \$3,420 with Local match
TOTAL DIRECT NON-STAFF EXPENSES		\$111,775

Notes:
Joint Lawrence - KU Transit Route Study is funded with the following:

MPO contribution	25,000	CPG 80% or \$20,000 with in-kind match
KDOT contribution of Federal Section 5304 Statewide Planning Funds	63,675	Statewide Planning Funds
City of Lawrence contribution	7,959	City funds
University of Kansas contribution	7,959	KU funds
Total Lawrence - KU Transit Route Study Expenses		\$104,593

FEDERAL MPO FUNDING ESTIMATES
Estimates of available Federal Consolidated Planning Grant (CPG) funds

2007 to 2008 carryover	102,770
2008 CPG sub-allocation to L-DC MPO	147,879
2008 Total Estimated CPG for L-DC MPO programming	250,649
2008 Total Estimated CPG for L-DC MPO programming	250,649
2008 actual CPG funds used	128,112
2008 to 2009 Carryover Funding	122,537
2009 CPG sub-allocation to L-DC MPO	151,608
2008 to 2009 Carryover Funding	122,537
2009 estimated CPG funds available for L-DC MPO use	274,145
CPG funds programmed in the 2009 UPWP	240,546
2009 to 2010 carryover -ESTIMATE	33,599