POLICY BOARD AGENDA - REGULAR MEETING

1. Call Meeting to Order and Introductions
   (Bryan Culver - L-DC MPO Chair)

2. Action Item: Approval of Minutes from the July 17 and September 25, 2014 MPO
   Meetings (see attached draft minutes)
   (Bryan Culver - L-DC MPO Chair)

3. Old Business and Correspondence (see attached memo and link to TAC minutes)
   (Todd Girdler – MPO staff)
   
   a. Project Updates Memo
      • Lawrence Transit Center
      • Regional ITS Architecture – Update of 2008 Version
      • Bicyclist and Pedestrian Counting Program
      • Regional Pedestrian Plan
      • Sidewalk Inventory for Baldwin City and Eudora
      • Safe Routes to School (SRTS) Plan

   b. Recent TAC meeting minutes
      • July 1, 2014 Regular Meeting and September 25, 2014 Emergency Meeting –
        approved and posted online at http://www.lawrenceks.org/boards/technical-
        advisory-committee after the TAC approval of minutes and before the MPO
        meeting

4. Action Item: Approval of 2015-2019 Transportation Improvement Program (see
   attached draft TIP and information at http://www.lawrenceks.org/mpo/tip )
   The MPO staff will present this new five-year Transportation Improvement Program (TIP) to
   the MPO for review and approval. This draft TIP was placed online for public comments on
   September 16th and will complete its required thirty day comment period on October 15th.
5. **Action Item:** Approval of 2014 Unified Planning Work Program – Amendment #2 (see attached draft UPWP amendment and information at [http://www.lawrenceks.org/mpo/UPWP](http://www.lawrenceks.org/mpo/UPWP))

The MPO staff will present this amended work program to the MPO for review and approval. This draft UPWP amendment was placed online for public comments on September 26th and will complete its required fifteen day comment period on October 11th.


The MPO staff will present this new work program to the MPO for review and comments. This draft UPWP will be posted online and advertised in the newspaper for public comment on October 15th and complete its required thirty day comment period on November 13th. This document is scheduled for MPO approval on November 20th.

7. **Other Business**

8. **Public Comments**

   This item is to allow brief public comments on items not listed specifically on the agenda. Comments from each individual or organization will be limited to five minutes.

9. **Adjournment**

    Next Meeting: The MPO Policy Board will meet next for its regularly scheduled meeting on November 20, 2014 or another date set by the MPO if needed.

*Special Accommodations:* Please notify the Lawrence-Douglas County Metropolitan Planning Organization (L-DC MPO) at (785) 832-3150 at least 72 hours in advance if you require special accommodations to attend this meeting (i.e., qualified interpreter, large print, reader, hearing assistance). We will make every effort to meet reasonable requests.

The L-DC MPO programs do not discriminate against anyone on the basis of race, color or national origin, according to Title VI of the Civil Rights Act of 1964. For more information or to obtain a Title VI Complaint Form, see [www.lawrenceks.org/mpo/title6](http://www.lawrenceks.org/mpo/title6) or call (785) 832-3150.
Lawrence-Douglas County Metropolitan Planning Organization (MPO)
Policy Board

Meeting Minutes-Thursday, July 17, 2014

Attendance:

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<th>Organization</th>
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<td>Voting Members</td>
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<td>Lawrence City Commission</td>
<td>Michael Dever</td>
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<td>City of Baldwin City</td>
<td>Marilyn Pearse</td>
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<td>Kansas Department of Transportation</td>
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<td>Federal Highway Administration</td>
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<td>Lawrence - Douglas County MPO</td>
<td>Todd Girdler, AICP-CTP</td>
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<td>Lawrence - Douglas County MPO</td>
<td>Jessica Mortinger, AICP</td>
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<td>City of Lawrence-Douglas County Planning &amp; Development Services Dept.</td>
<td>Scott McCullough, AICP</td>
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<td>Others</td>
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<td>KDOT</td>
<td>Allison Smith</td>
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1. Call Meeting to Order and Introductions
Mr. Culver called the meeting to order at 4:00 PM.

2. Action Item: Approval of Minutes from the June 19, 2014 MPO meeting
Mr. Culver presented the previous meeting minutes and asked if there was any discussion. There were none. Approval of the minutes was moved by Michael Dever, seconded by Davonna Moore and passed unanimously.

3. Discussion Item: Old Business and Correspondence
Mr. Girdler presented the Project Updates Memo included in the agenda packet and the TAC minutes posted online. Mr. Culver asked if there were any questions about the items presented. There were none.

4. Action Item: Approval of 2012-2015 Transportation Improvement Program (TIP) Amendment #10
Jessica Mortinger presented the TIP amendment for review and approval. Ms. Mortinger noted that this TIP amendment increases funding for a Transportation Enhancement (TE) project in Lawrence, adds a local ITS project and makes changes to another KDOT and Lawrence project in the region. The public comment period for this amendment started on June 24th and ended
on July 10th. No public comments were received. Brian Culver asked if there were any discussion or questions. Paul Graves noted the 19th Street project which was been pushed back a year would be appropriate to coordinate with development occurring at the University of Kansas. A motion to approve the TIP amendment as presented was moved by Davonna Moore. That motion was seconded by Mike Dever and passed unanimously.

5. Discussion Item: Review of the 2014 Bicycle Rideability Map for the Lawrence-Douglas County Region (http://lawrenceks.org/mpo/bikemap)
Jessica Mortinger presented the new Bicycle Rideability Map. The Rideability map varies from a Bicycle System Planning map included in the Countywide Bikeway Plan because it rates roadways based on user abilities. The map is created with input from the Bicycle Advisory Committee. This map was printed with sponsorship from: Sunflower Outdoor and Bike Shop, Cycle Works, Lawrence Bicycle Club, LiveWell Lawrence and the Lawrence Central Rotary: RideLawrence.com. The 7,500 maps are at the printer and are expected back in the next week.

6. Other Business
Allison Smith noted that KDOT and KTA are hosting Local Consult meetings. Todd Girdler indicated he would forward the email with time/dates to the MPO Policy Board and TAC.

Allison Smith announced that TE Announcements were made recently. Of the applications from Douglas County, the Baldwin City Depot restoration was awarded funding. Overall 20 out of 43 projects were funded. Todd Girdler indicated he would forward the email with recipients of funds to the MPO Policy Board and TAC.

7. Public Comments
There was none.

8. Adjournment
The MPO Policy Board next meeting will be on August 21, 2014 if necessary. The meeting was adjourned at 4:36 PM.
Lawrence-Douglas County Metropolitan Planning Organization (MPO)  
Policy Board  

Meeting Minutes - Thursday, September 25, 2014  

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<tr>
<td>Lawrence - Douglas County Health Department</td>
<td>Chris Tilden</td>
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**1. Call Meeting to Order and Introductions**  
Mr. Culver called the meeting to order at 4:29 PM.

**2. Action Item: Approval of 2012-2015 Transportation Improvement Program (TIP) Revision #3**  
Jessica Mortinger presented the administrative TIP revision for review and acceptance. Ms. Mortinger noted that this TIP revision changes the Advanced Constriction Conversion year and increases the funding on the K-10 & Bob Billings Interchange project to allow KDOT to maximize the use of federal dollars during the current federal fiscal year. This administrative revision does not have a public comment period. Allison Smith noted that this change was required because KDOT received an updated August redistribution from the federal government and other projects in the state did not obligate as much as was planned. Therefore, in order to be able to convert the federal money to state money a revision to the TIP was required. Bryan Culver asked if there were any discussion or questions. Mr. Denny asked where the increase in funding was coming from. Ms. Smith indicated that the increases in funding were from updating the initial cost estimates with actual expenditures and that all the increased funding was state
money. A motion to approve the TIP revision as presented was moved by Jim Denney. That motion was seconded by Mike Dever and passed unanimously, 4-0.

3. Other Business
Allison Smith noted that KDOT and KTA are hosting Local Consult meetings and the next regional opportunity is October 7th in Topeka from 9-12am.

Chris Tilden announced that the Lawrence – Douglas County Health Department just received a $1.3 million dollar grant from the CDC. The grant will dedicate some time and funding towards active transportation as it relates to health.

4. Public Comments
There was none.

5. Adjournment
Bryan Culver thanked the Policy Board members for attending this special meeting and staff for responding so quickly to KDOT. The MPO Policy Board will meet next for its regularly scheduled meeting on October 16, 2014 or another date set by the MPO if needed. The meeting was adjourned at 4:35 PM.
Memorandum

TO: L-DC MPO Members  
FROM: Todd Girdler, Senior Transportation Planner  
CC: Scott McCullough, Lawrence-Douglas County Planning and Development Services Director and L-DC MPO Secretary  
Date: October 9, 2014  
Re: MPO Activity Updates

Since the last regularly scheduled MPO meeting held on July 17, 2014 the MPO staff has been actively working on several projects. Shown below is a list of selected projects and a brief description of recent work on those items.

**Lawrence Transit Center** – the MPO staff has been discussing this project and its implications on transit service in the region with Lawrence Transit staff. The consultant team working on this project has studied possible traffic mitigation measures for 21st Street. The Lawrence Transit staff is now preparing to bring this topic back before the City Commission in November.

**Regional ITS Architecture – Update of 2008 Version** – the MPO staff completed the review of consultant proposals for this project, conducted interviews, and is now completing contract negotiations with the selected consultant. The contract should be finished this month and the consultant hired soon. Once hired the consultant plans to have meetings with stakeholders and begin work on this project immediately. This project will be completed in May 2015 or sooner.

**Bicyclist and Pedestrian Counting Program** – the counting part of this effort is now complete and the MPO staff is compiling the data and preparing it for submission to the National Bicycle and Pedestrian Documentation Project (NBPDP).

**Regional Pedestrian Plan** – the MPO staff has received sidewalk conditions data collected by the City of Lawrence and has begun to review that data. The MPO staff is continuing to work on this plan.

**Sidewalk Inventory for Baldwin City and Eudora** – the MPO staff is now working on collecting sidewalk condition data in Baldwin City and Eudora. Volunteers in those two small cities are helping MPO and City staffs with that effort.

**Safe Routes To School (SRTS) Plan** – the MPO staff has been working with USD 497, Lawrence-Douglas County Health Department, and Lawrence staffs to create this plan. The MPO staff is committed to working with these groups to complete the SRTS Plan for Lawrence, and the MPO staff is now doing some online mapping to provide assistance. The City has applied for a SRTS grant from KDOT and the announcement of those funding awards should be made within a month. Whether or not this grant is awarded to Lawrence the SRTS Plan work will continue.
Adopted:

Funding Note:
This report was funded in part through grant[s] from the Federal Highway Administration [and Federal Transit Administration], U.S. Department of Transportation. The views and opinions of the authors [or agency] expressed herein do not necessarily state or reflect those of the U. S. Department of Transportation.

Title VI Note:
The L-DC MPO hereby gives public notice that it is the policy of the agency to assure full compliance with Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, Executive Order 12898 on Environmental Justice, and related statutes and regulations in all programs and activities. Title VI requires that no person in the United States of America shall, on the grounds of race, color, sex, or national origin, be excluded from the participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the L-DC MPO receives federal financial assistance. Any person who believes they have been aggrieved by an unlawful discriminatory practice under Title VI has a right to file a formal complaint with the L-DC MPO. Any such complaint must be in writing and filed with the L-DC MPO's Title VI Coordinator within one hundred and eighty (180) days following the date of the alleged discriminatory occurrence. For more information, or to obtain a Title VI Discriminatory Complaint Form, please see our website at www.lawrenceks.org/MPO.
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I. INTRODUCTION
The Transportation Improvement Program (TIP) documents how the Lawrence - Douglas County region prioritizes the limited transportation resources available among the various needs of the region. The TIP is developed as part of the Continuing, Comprehensive, and Cooperative (3-C) regional transportation planning process. The TIP is a multi-year listing of federally funded and/or regionally significant projects selected to improve the transportation network for the Lawrence-Douglas County Metropolitan Planning Area (MPA). The TIP includes projects that are part of the multimodal transportation system which includes roadways and networks for motor vehicle travel, transit, bicycle, freight, and pedestrian related travel improvements. Projects listed in the TIP are designed to implement the region’s Metropolitan Transportation Plan (MTP) and are consistent with the region’s comprehensive plans, and plans approved by the area's local governments. This TIP document identifies projects to be implemented over the next five years in accordance with funding allocations and the region’s project selection criteria.

Moving Ahead for Progress in the 21st Century (MAP-21)
MAP-21 is the current federal surface transportation legislation and the latest one to make major changes to the way federally aided projects are planned and built. This replaced the previous transportation legislation referred to as SAFETEA-LU (Safe, Accountable, Flexible, and Efficient Transportation Equity Act: A Legacy for Users). MAP-21 is a two year (FFY 2013-14) transportation program, signed into law by President Obama on July 6, 2012.

With uncertainty in MAP-21’s future replacement, MPO’s need to be aware of the frequent changes in funding and also planning requirements to help assure that the most beneficial transportation improvements for their regions occurs. The current federal transportation law, MAP-21 (P.L. 112-141), maintains the requirement established under SAFETEA-LU - to consider the following eight factors in the transportation planning process:

- Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency
- Increase the safety of the transportation system for motorized and non-motorized users
- Increase the security of the transportation system for motorized and non-motorized users
- Increase the accessibility and mobility of people and for freight
- Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns
- Enhance the integration and connectivity of the transportation system, across and between modes for people and freight
- Promote efficient system management and operation
- Emphasize the preservation of the existing transportation system

MAP-21 will change the federal aid program for highway and transit projects in the following ways:

MAP-21 consolidated and restructured the many programs into a smaller number of broader core programs. The consolidation of programs under SAFETEA-LU into fewer programs under MAP-21 makes the comparison of MAP-21 funding levels to past federal funding levels somewhat difficult and imprecise. However, with just two years (FFY 2013 and 2014) of authorizations included in MAP-21 and a review of what federal aid was recently used for in our
region, it appears that overall the level of federal aid for roadway and transit projects in our region will be about the same under MAP-21 as it was in FFY 2012 under SAFETEA-LU.

MAP-21 established a streamlined, performance and outcome based, multimodal program. The objective of this performance and outcome based program is to invest resources in projects that collectively will make progress toward the achievement of the national goals. The legislation requires the U.S. Department of Transportation (USDOT), in consultation with states, MPOs and other stakeholders, to establish performance measures in these areas: safety, infrastructure condition, congestion reduction, system reliability, freight movement & economic vitality, environmental sustainability and reduced project delivery delays. The TIP, along with other plans, is required to include information regarding these performance measures. However, the regulations and guidance regarding the establishment and use of these performance measures have not yet been developed and implemented; therefore, they are not included in the 2015-19 TIP. Future versions of the TIP will address these requirements.

**TIP Definition**

The TIP is a multi-year listing of federally funded and/or regionally significant improvements to the region’s multimodal transportation system. The TIP must be updated at least once every four years, on a schedule compatible with the STIP, and projects included must be consistent with the Metropolitan Transportation Plan (MTP). Additionally, the TIP must be financially constrained and include only projects for which funding has been identified using existing or reasonably available revenue sources.

The TIP is one of several management tools that planners and engineers use to better manage transportation programs and make needed improvements to the region’s multimodal transportation system. It is a short-range scheduling and budgeting program that relates the present transportation system improvement needs to the longer range MTP goals. The TIP strengthens the connections between the area’s long-range transportation and land use plans, the operation and maintenance of the existing transportation system with its management for future improvements, and all of the various financial processes related to funding major transportation projects.

**Public Participation Process**

Public participation, project selection, and project prioritization activities are part of the development of the TIP but also part of the local government processes to develop the Lawrence Capital Improvement Program (CIP) and the Douglas County CIP. The public involvement goal of the MPO is to ensure early and continuous public notification about and public participation opportunities in all major actions and decisions made by the MPO, and this includes opportunities for the public to review the draft TIP and comment on it before it is approved.

In accordance with United States Code Titles 23 and 49, the TIP document must outline at least a four-year program of:

1) All federally funded priority transportation projects, and
2) All regionally significant priority projects, regardless of funding source.

MAP-21 will change the ways KDOT, the MPO, and local governments in the region use federal funding for projects and the ways they monitor and report the performance characteristics of the multimodal transportation system.

Statewide Transportation Improvement Program - The STIP is the State’s equivalent of an MPO’s TIP. It includes all federally funded transportation projects in the state. Projects in the metropolitan areas are included by reference to the relevant TIP.
The MPO’s Public Participation Plan (PPP) requires a new TIP to undergo a 30-day comment period and amendments require a 15-day public comment period. The draft TIP is available on the MPO website (www.lawrenceks.org/mpo/tip) and a printed copy is available at Lawrence City Hall and the Lawrence Public Library. The public is notified of the opportunities to review the draft TIP through a local newspaper advertisement, notification by email, and by staff announcements at the draft TIP is available for comment MPO meetings. Comments are reviewed by MPO staff and if found applicable, those public comments are incorporated into the final draft document sent to the MPO Policy Board for approval. Details about the public participation process for the approval and amendment of the TIP and other MPO documents are found in the current version of the PPP which is also posted on the MPO website at www.lawrenceks.org/mpo/public_participation.

II. PROJECT DEVELOPMENT AND SELECTION PROCESS

The projects included in the TIP are drawn from the area’s Metropolitan Transportation Plan (MTP) and the Capital Improvement Plans (CIP) from County and City governments in the region as well as the State’s transportation Program known as T-WORKS. Project Sponsors, MPO staff and the Technical Advisory Committee (TAC) use the following factors to determine if a project is regionally significant and whether it needs federal funding and whether it addresses issues noted in the MTP. In most cases the project information that the project sponsor provides to the MPO staff indicates how the project relates to these factors and why it is important and in need of inclusion in the TIP. Additional discussion of submitted TIP projects at TAC meetings also contains discussion about projects and the factors listed below.

Planning Factors
- Is the project consistent with the goals and objectives found in the Metropolitan Transportation Plan (MTP)?
- Is the project listed as a recommended transportation system improvement in the MTP?
- Is the project regionally significant as defined by federal regulations and the latest Regionally Significant Policy approved by the MPO?
- Is the project consistent with the latest MPO and FHWA approved Functional Classification Map for Roadways?
- Is the project consistent with the latest locally approved comprehensive plan (including the land use plan, area plans, and other comprehensive plan elements/chapters) covering the project location?
- Does the project include provisions for transit, bicycle, and pedestrian movements as needed to provide a regional multimodal transportation system?
- Has the project sponsor considered Title VI and Environmental Justice (EJ) impacts in the planning for this project, and if the project is in a minority and/or low-income area has the project sponsor considered and addressed the Title VI and EJ issues related to the project?
- Has the project sponsor received public comments about this project and if received considered those public comments in the planning and design of the project?
- Is the project eligible for the type of federal and/or state funding being proposed for it, and is there adequate funding available for the project in the year it is proposed?

Engineering Factors
- Does the Project address a facility that has (existing or projected) a high volume to capacity ratio indicating it or will experience significant congestion and lower levels of service?
Does the project location have a traffic accident history marked by a higher than expected accident rate which, along with other accident attributes, indicates that an engineering change could reduce the number and/or severity of crashes?

Does the project location have pavement conditions noting a deteriorated state showing that the facility is in need of improvements to maintain its function and/or that those improvements can be made economically now before more costly reconstruction is needed?

Does the project site include geometric design that is inadequate by current standards and does the project sponsor have documentation that this design is hampering the facility’s ability to handle the traffic loads and/or vehicle sizes using the facility in a safe and efficient manner, and does the project sponsor plan to address those geometric deficiencies as part of this project?

Does the project site or facility have structural deficiencies indicating that the facility is near the end of its projected lifespan and that it will need frequent maintenance to function adequately, and does the project sponsor plan to address these structural deficiencies as part of this project?

Have safety concerns involving motorists, bicyclists, pedestrians and/or transit users and transit operations been identified at the project location and does the project sponsor plan to address those concerns as part of this project?

Has the project location met minimum engineering standards set by the project sponsor that indicate the facility is in need of improvement, rehabilitation or replacement?

*This list is not exhaustive and may be changed in the future.

The transit and paratransit projects programmed in the TIP also go through a project selection process. The Lawrence Transit System staff works with the MPO, FTA, and KDOT, University of Kansas - KU On Wheels (KUOW) staff to plan and program projects in the TIP that address transit needs and issues identified in the MTP. The KDOT-Office of Public Transportation in consultation with the Kansas City Regional Coordinated Transit District #1 (CTD #1) makes the selection of paratransit projects to include in the TIP.

This TIP document contains projects for the Lawrence Transit System that collectively constitutes the Program of Projects (POP) for Lawrence Transit. This list of transit items is a prioritized list of projects used by the Lawrence Transit staff and reviewed by FTA officials. The TIP project listings are the POP for Lawrence, and approval of the TIP includes the approval of the POP for Lawrence Transit. The public involvement procedures used for TIP development and amendments are used to satisfy the POP requirements for FTA Section 5307 funding.

Role of the MPO in Planning and Project Selection

The MPO’s role of approving the MTP and the TIP gives the MPO a significant voice in how transportation funds are directed in Douglas County, and it encourages a more need-based system-building approach to project selection. The MPO as the regional transportation planning body needs to look objectively at the area’s transportation facilities and services to determine if there are mobility issues that need to be addressed through the planning process. The basic idea is that projects listed in the TIP should “flow out” of the region’s Continuing Comprehensive and Cooperative (3-C) transportation planning process and the recommendations found in the MPO’s long range plans, especially the MTP. Of course, the process is a cooperative one and the MPO does not do all of this work alone. It has help from its partners in the federal, state and local governments. Details about the composition and roles of the MPO and its planning partners are found in documents that are available for review on the MPO website at www.lawrenceks.org/mpo/designation_and_organization.

Defining Regionally Significant Planning and Projects

Planning processes and projects that are part of our area’s mobility system and have impacts outside of the part of town they are located in are thought to be “regionally significant.” People throughout the metropolitan area use these regionally significant facilities, and people living in various parts of the region are impacted by these facilities. In the case of roadways it seems simple enough to say that all roads that have mobility rather than property access as their primary function are “regionally significant.” If this definition is used then all arterial and
higher classification roads are “regionally significant” and everything below that in the roadway classification system is not “regionally significant.” However, collector streets are supposed to do both of these functions equally well, and it may be unclear as to which collectors do a little more mobility duty and which ones do more property access work. An explanation of what roads are and are not regionally significant as defined by the MPO can be found on the MPO website (www.lawrenceks.org/mpo/significant).

III. PROJECT LOCATIONS and the ENVIRONMENTAL JUSTICE REVIEW

Project Locations
The 2015-2018 TIP projects are mapped below. This map makes it easy to see that projects throughout the Metropolitan Planning Area are programmed in this TIP. The map shows only projects in years one through four of this five-year TIP. Projects identified by project sponsors for implementation in the fifth year of this TIP are not shown on the map but their locations are noted in the project table. Projects in year five are considered to represent the future planning list of projects, and typically those projects are not yet set in local budgets.

A quick look at the map shows that the projects programmed in this TIP are located along state, county and city roads. The project selection processes both at the local government and the MPO levels stress the need to pick projects for funding based on objective factors such as the condition of pavements, deterioration of bridges, need for greater connectivity in the system, and other factors related to transportation planning and engineering.

The maps show a good healthy spread of project locations and projects along different classes of roads (i.e., interstate, other freeways and expressways, principal arterials, minor arterials, collectors, minor collectors). These roadway functional classifications are displayed on the MPO Roadway Functional Classification Map for Lawrence-Douglas County Region which can be found online at www.lawrenceks.org/mpo/maps_handouts.
Environmental Justice Review

Environmental Justice (EJ) is a federal requirement that projects using federal funds be selected and distributed fairly to all people regardless of income or race and that all people have equal access to the benefits afforded by federally funded projects as well as equal access to the decision-making process for the selection of those federal projects. This policy is defined in Executive Order 12898 that was signed by President Clinton on February 11, 1994. The Environmental Protection Agency (EPA) defines Environmental Justice as the "fair treatment for people of all races, cultures, and incomes, regarding the development of environmental laws, regulations, and policies."

More Environmental Justice information related to programs, including MPO operations which are funded by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA), can be found at the following web site: www.fhwa.dot.gov/environment/environmental_justice/overview/.

In order for the MPO to consider the EJ aspects of the projects listed in this TIP the MPO staff mapped the location of the roadway, bridge and transportation enhancement projects and the areas of the region that have a significantly larger than average percentage of low-income and/or minority populations. These areas with high percentages of minority and/or low-income populations are called EJ zones for this discussion. The definition of how EJ zones were delineated for this analysis and the map depicting the EJ zones in Douglas County and their spatial relationships to TIP project locations are shown on the following pages. Those maps include only the projects in years one through four of this TIP since that period contains the agreed upon and committed projects that are in local and/or state capital improvement plans/budgets and contains projects for which federal funds are being programmed under the fiscal constraint limits.

For the case of federally supported transit services both the fixed route system and paratransit service areas cover parts of Douglas County with low-income and/or minority populations. There is no one point or segment location for these services. They can cover all parts of Lawrence or all of Douglas County. Therefore, the TIP projects associated with these transit and paratransit services are all considered to serve EJ populations and to be located in EJ zones for the purpose of this analysis. The joint coordinated fixed route transit services operated by Lawrence and KU are shown on the following maps to depict the fact that the fixed urban route structure serves both populations inside and outside of EJ zones.

2015-2018 TIP Projects – Environmental Justice Maps

Low/Moderate Household Income Population, by Census 2010 Block Groups

The following maps depict selected Census block groups from the 2010 Decennial Census Tiger Maps of Douglas County, Kansas where 60 percent or more of the population residing in households earning less than 80 percent of the area’s median income. The City of Lawrence Neighborhood Resources Division of the Planning and Development Services Department currently uses this information to identify areas within the community that have higher concentrations of low and moderate income residents. Various housing rehabilitation program funds and Community Development Block Grant (CDBG) funds are targeted toward these
Areas. This same dataset is used to illustrate areas in Douglas County that have higher concentrations of low and moderate income population for this environmental justice review.

**Areas with 150 Percent Higher than Average Minority Population, by Census 2010 Block Groups in Douglas County, Kansas**

The 2010 Census questionnaire gave people the opportunity to select multiple races if that best described their ethnicity. For this environmental justice map, staff used only one race data attribute to depict areas within Douglas County that have a minority population equaling approximately 150 percent or more of the average minority population residing in Lawrence and Douglas County. The majority race in this region is White/Caucasian and the other races collectively are considered as the minority group population for this EJ analysis. The 2010 Census data indicates the minority population within Douglas County represents 12.2% of the total population, and in Lawrence the minority population is slightly higher representing 14.5% percent of the total population. Using these figures, the 150 percent of average would be 18.3% for Douglas County and 21.3% for Lawrence. In order to simplify the delineation of high minority percent areas, the EJ maps depict the 2010 Census block groups with 20% percent or higher proportions of minority populations.

**2015-2018 TIP Projects for the Lawrence - Douglas County MPO in Relation to Environmental Justice Areas**

The following maps combine the census block group environmental justice zones with the locations of the proposed transportation improvement projects included in the 2015—2018 fiscally constrained TIP period. The maps show where the roadway projects, transportation enhancement projects, and fixed route urban transit services required to be in the TIP are located in relationship to where higher than average levels of minority persons live and/or where higher than average low-moderate income households exist, and where both of those attributes are found.
A review of the preceding maps shows that TIP projects are spread throughout Douglas County. The map also shows that EJ zones are not, but are instead concentrated in the urban parts of the region, especially in Lawrence. However, EJ analysis is more than just the location of the projects and how many are (or aren’t) in EJ areas. All of the projects in this TIP have impacts and benefits both during construction and long term after they are built as part of the network.

Projects which are completely, partially or on a road that is an EJ zone border are considered EJ projects for the purpose of this analysis. The following 2015-2018 TIP projects are identified as EJ Zone Projects: 200 - South Lawrence Trafficway; 203 - 19th Street: Naismith to Iowa
Reconstruction, 205 – K-10 Access Point Consolidation, 212 – 9th Street Reconstruction, 300 – 23rd Street Traffic Signal Coordination, 500 – Santa Fe Depot Restoration. Of these projects: 200, 203 and 212 include multimodal infrastructure amenities.

There are several types of projects throughout the region; a majority of the roadway projects also have multimodal elements to improve the network conditions for walking and biking. When people choose to get out of their car and walk, bike, or take transit; they make a positive environmental impact and improve air quality. People choose to walk rather than drive they are typically replacing short automobile trips, which contribute disproportionately high amounts of pollutant emissions. These emission reductions benefit all residents whether they choose a walking trip or not. There is an overall reduction in vehicles miles traveled, reducing traffic, congestion and the volume of pollutants in the air. Other environmental impacts can be a reduction in overall neighborhood noise levels and improvements in local water quality as fewer automobile related discharges wide up in local wetlands, streams, rivers and lakes. Pedestrian, bicycle and transit travel is a more equitable than other forms of transportation, so building multimodal improvements as part of projects increases the access to non-motorized trip options.

There are several types of projects located in EJ zones and serving EJ populations. This list and the preceding maps also indicate that because the EJ zones are concentrated in the urban core of the region and that is where most of the transit service is located that the EJ areas get more transit service than other more rural parts of the region. The maps also indicate that because the EJ zones are urban and in the urban area the street density is higher that the EJ populations are served by more roadway choices than populations in the more rural parts of the region. Overall, the EJ populations in the region’s urban core have better access to more transport options (e.g., transit or mode, wider choice of streets to use for most trips) than people living in the less densely developed rural parts of the region. On the other hand, the EJ populations in the urban areas have more impacts from the transportation system (e.g., traffic congestion, noise, air pollution) and those impacts need to be reviewed to determine if any of them are disproportional to the EJ populations compared to other non-EJ populations living in the urban area of the region.

A review of the MPO’s urban area indicates that all residents in the urban part of the region regardless of race or income experience the impacts of the urban transport system in similar fashion. The benefits and impacts of that urban transportation network are not concentrated in any particular EJ zones. The region’s transportation projects appear to be selected based on the merit of the project and the need for improvements to the transport system without any intended bias towards impacting EJ areas any more than any other area in the region. If there is any difference with EJ zones it seems to be that some EJ areas receive greater choice and frequency of transit services due to the fact that those areas coincide with the parts of the region with population densities high enough to support frequent fixed route transit. For the roads there are busy congested intersections all around the urban area in both high and low income areas, and regardless of your racial group you are likely to encounter one of those intersections near your home no matter where you live in Lawrence. The impacts from the transportation system (congestion, noise, pollutant emissions, etc.) appear to be more related to whether you live in the Lawrence Urbanized Area or not more than related to whether you live in a minority or low income area or not. Disproportionate impacts from federally funded transportation projects on low income or minority population clusters were not observed in this EJ analysis.

The table makes comparisons between the number of roadway and transportation enhancement TIP projects (projects that have specific locations) and the number of TIP projects in EJ zones as well as the cost

<table>
<thead>
<tr>
<th>Year</th>
<th>Number of Projects</th>
<th>Total Cost of Projects in 1000's</th>
<th>Number of Projects in EJ Zones</th>
<th>Percent of Projects in EJ Zones</th>
<th>Total Cost of Projects in EJ Zones in 1000's</th>
<th>Percent of Cost in EJ Zones</th>
</tr>
</thead>
<tbody>
<tr>
<td>2015</td>
<td>11</td>
<td>$9,367</td>
<td>4</td>
<td>36.4%</td>
<td>$2,892</td>
<td>30.9%</td>
</tr>
<tr>
<td>2016</td>
<td>4</td>
<td>$8,750</td>
<td>1</td>
<td>25.0%</td>
<td>$3,300</td>
<td>37.7%</td>
</tr>
<tr>
<td>2017</td>
<td>3</td>
<td>$4,600</td>
<td>0</td>
<td>0.0%</td>
<td>$200</td>
<td>0.0%</td>
</tr>
<tr>
<td>2018</td>
<td>2</td>
<td>$2,700</td>
<td>1</td>
<td>50.0%</td>
<td>$200</td>
<td>7.4%</td>
</tr>
</tbody>
</table>

*This table does not include transit allocations, planning studies, SRTS allocations and projects that are not limited to a specific point on a map. **Advanced Construction Conversion funds are not calculated in the total project costs.
comparisons for those projects located inside and outside of EJ areas. This table also compares
the proportion of projects and expenditures in EJ areas to the proportion of the Douglas County
population that is low-income and/or minority. This comparison indicates that even though
many TIP projects are located in developing parts of the region that are now outside of EJ
zones, there are still several important and needed TIP projects located in the urban core of
Lawrence where these low-income and minority populations are centered.

Reviewing the maps, tables and lists in this chapter along with the project listings at the end of
this document indicates that there are no significant EJ issues related to the selection of
projects for this TIP. This TIP includes projects inside and outside of EJ zones, and projects for
this TIP are selected based on objective planning and engineering criteria (e.g., bridge
deterioration, pavement condition, transit demand, etc.). The MPO believes there are no
significant EJ issues with the selection of federally funded roadway, bridge, transportation
enhancement, or transit projects in Douglas County.

More information about how the MPO is addressing Title VI Civil Rights and Environmental
Justice Non-Discrimination issues can be found in the MPO’s Title VI Program Manual and the
Public Participation Plan. Those documents can be viewed online at

IV. AMENDMENTS AND REVISIONS

Project cost and funding levels are put into the TIP based on the best available estimates, and
even though the schedules set for projects are the result of careful planning, there are times
when changes to the information about projects needs to be adjusted. Minor changes to
project information are called revisions and are administrative actions with no public
involvement required. Major changes are called amendments and require some public
involvement. Regardless of whether the proposed changes to the TIP are revisions or
amendments, all TIP changes will be discussed by MPO and KDOT staffs at MPO Technical
Advisory committee (TAC) meetings. The TAC then recommends actions for the MPO Policy
Board to take to address the requested TIP changes. Amendments to the TIP must maintain
the fiscal constraint.

Administrative Revisions

Administrative revisions include all revisions that are not formal amendments. These revisions
usually involve, but are not limited to:
- Obvious minor data entry errors or editing corrections to text and/or graphics
- Splitting or combining projects (project scopes and costs cannot change)
- Changes or clarifying elements of a project description (with no major changes in funding
  or scope)
- Change in federal funding source
- Shifting funds between years within the four-year fiscally constrained period
- Minor change of less than 20% of total project cost

In processing administrative revisions MPO staff will:
- Enter the requested revision into the project database and map as necessary.
- Prepare and publish an updated TIP project listing and post it on the web.
- Notify the Kansas Department of Transportation of the modifications and request their
  inclusion in the respective Statewide Transportation Improvement Program.
- Prepare a summary of the revision to be presented at the next scheduled MPO Technical
  Advisory Committee and Policy Board meetings.

Amendments

Amendments to the TIP often consist of major changes to project cost and/or funding levels.
Those types of fiscal changes may have impacts on the ability of the TIP and/or the MTP to
remain fiscally constrained. Amendments to the TIP may involve a change in project scope that alters the original intent of the project by adding or deleting a phase or making major cost or funding changes. Amendments to the TIP may also consist of major text and/or graphics changes that add, delete or change policy or processing information in the document. A significant change in the scope or a change in the location of a project also warrants a TIP amendment. Adding or deleting projects from the TIP are handled by an amendment.

Amendments to the TIP will be drafted by the MPO staff in cooperation with KDOT staff and TAC members as needed. The draft TIP amendment will then be presented to the TAC for review and approval before sending the amendment to the MPO Policy Board for approval. Amendments will consist of a MPO resolution and any needed attachments to describe the proposed changes to the TIP document and their impacts on the ability of the TIP to comply with federal MPO planning regulations and remain fiscally constrained. The MPO staff will work with KDOT staff and the project sponsor during the course of the TAC review and the drafting of the amendment to make sure that ample funds are available for the project cost changes. The MPO staff must verify from KDOT and the local sponsor that needed funds are available for the changes if the changes are not offset by project cost reductions.

After the MPO Policy Board approves the amendment the MPO staff will forward the amendment to KDOT for their review and transmission to the FHWA and FTA. The MPO staff is responsible for notification to KDOT and FHWA/FTA of action taken on the TIP amendment and assuring that the amendment process and public notification procedure has been followed. KDOT staff will then update the Statewide Transportation Improvement Program (STIP) with this TIP amendment information. The TIP is included in the STIP by reference so an amendment to the TIP also becomes an amendment to the STIP.

Unlike the TIP revisions, the TIP amendments must be posted for public review and comment, the MPO staff must collect and review any public comments and share those comments with MPO and TAC members, and a formal vote by the MPO needs to take place to approve TIP amendments. An appropriate level of public involvement activities as outlined in the latest MPO-approved Public Participation Plan (PPP -found online at www.lawrenceks.org/mpo/public_participation) is required for all TIP amendments. That public review process includes a minimum 15-day public comment period and posting the proposed amendment on the MPO web page. The MPO staff also places a paper copy of all TIP amendments in a binder kept at the front counter of the MPO Office for public review and comments. In addition, all TIP amendment announcements including the printed advertisement in the newspaper have the phone number, mailing address, and email address of the MPO staff listed on them so that anyone with questions or comments about the amendment can contact the staff to discuss it. Following the required 15-day public comment period, all comments will receive a response, either individually or in a summary form, and the MPO staff will present these public comments and the staff response to the MPO Policy Board before they approve the amendment. There is no requirement for a public hearing.

The following types of project changes are always handled as TIP amendments:

- Addition or deletion of a project within the first four (4) years of the TIP (federal regulations require this part of the TIP to show fiscal constraint)
- Total costs and/or funding amounts for a project listed in the TIP increase by more than 20% of the original project amounts put in the TIP
- Change to the project scope and/or location
- Major schedule changes for a project (see explanation below).

**Major Schedule Changes for Projects**

Projects that are scheduled for the first year of the TIP are considered to have all needed funding in place and to be underway or ready for implementation very soon. Those first year projects are the “agreed upon” list of projects. Projects that are in the second, third and fourth year of the TIP are considered to have most, if not all, of its funding identified and to be
nearing the end of the planning stage and beginning the design and implementation stage. These projects constitute the “committed” list of transportation improvements. Projects that are in the fifth (last) year of the TIP are outside of the period which must show fiscal constraint to meet federal regulations, and the projects in that year are listed for planning and informational purposes only.

Since the TIP is required to be fiscally constrained for four years, it is possible to move the schedules for the projects in years 1-4 around within this period and maintain a fiscally constrained TIP. One year schedule changes to projects in the first four years of the TIP should be simple and may be made through revisions. Moving projects in the TIP project listings by more than one year constitute a more significant change so schedule changes of more than one year for projects in the fiscally constrained period will be handled by amendments. The table below shows all the possible project schedule changes for the fiscally constrained four-year period covered by this TIP and how each change is to be handled.

Movement of a project in the fifth year of this TIP document forward into the four-year period required to be fiscally constrained will cause the MPO staff and TAC to review the TIP project listings and be handled as an amendment.

Amendment Schedule
In order to facilitate the process of making TIP amendments, the MPO has decided to routinely put a TIP amendment item on their meeting agenda once each quarter. These dates to consider TIP amendments will be coordinated with the KDOT calendar for making changes to the Statewide Transportation Improvement Program (STIP). A similar schedule will be followed for the other years covered by this TIP.

V. FISCAL CONSTRAINT
Project funding depends on the availability of funds, on criteria established by State and Federal laws and related regulations, and policies established by the local governments on the use of funds. Street and highway projects can be financed entirely by State and/or local funds or by any combination of federal, state and local funds. The Moving Ahead for Progress in the 21st Century (MAP-21) Act provides federal-aid to state and local units of government for surface transportation projects.

The use of Federal Transit Administration (FTA) funds are allocated to transit operators by formulas through the FTA Region 7 Office in Kansas City and through the KDOT Public Transportation Programs Office in Topeka. Those funds are utilized for the operations of the Lawrence Transit System and various paratransit operations in the region. State transit funds from the T-WORKS Program flows through KDOT to both urban transit and paratransit providers.

Local sources of funding for transit projects are provided through a variety of sources including local government general funds, local sales taxes, and farebox revenues.

The use of FHWA funds and state highway and bridge funding supplied through the T-WORKS Program are all administered by KDOT. Those federal funds come in various forms from several different FHWA programs, but all of that federal money flows through KDOT to local governments.
Funding for Locally Sponsored Projects

In November 2008 Lawrence voters approved three increases in sales taxes to support the improvement of roads and transit services. A 0.3% increase was dedicated to roads and infrastructure, a 0.2% increase was dedicated to funding transit service, and a 0.05% increase was dedicated to expanding transit services in Lawrence. In 2013 these taxes produced $4,518,860 million, $3,025,578 million, and $753,144 million dollars of additional revenue for the City. However, all three of those taxes will expire in 2019. With the addition of those taxes the City has a local dedicated funding source for road and transit improvements that has made funding more predictable. With those new sales taxes the City is now designing and programming some large road projects that were not financially feasible in the recent past. Some projects are now funded with this sales tax revenue and some are still funded with a combination of federal aid and local matching funds.

The National Highway Performance Program (NHPP), Surface Transportation Program (STP), Highway Safety Improvement Program (HSIP), and Transportation Alternatives (TA) categories are the main federal sources of funding that cities receive through KDOT. For Lawrence most of that federal funding has come recently in the form of STP and has remained about the same each year at about $1 million. In 2013 the City of Lawrence received $.9 million in federal Surface Transportation Program (STP) funds through the KDOT sub-allocation process of sharing federal funds with local governments. All of the road and bridge projects sponsored by Lawrence are listed in the Lawrence budget documents, and the regionally significant and/or federal aid road and bridge projects sponsored by the City are also listed in the TIP.

Lawrence also receives Transportation Enhancement (TE) funds from time to time as the City submits discretionary grant applications and they are selected by KDOT. Those TE funds help the City build pathways, do historic preservation projects, and other projects outside the scope of traditional road and bridge improvements. The TE program is now under MAP-21 and is part of the Transportation Alternatives (TA) program that also includes the Recreational Trails and the Safe Routes to School (SRTS) programs. KDOT administers the TE and SRTS programs and has elected to use separate grant application cycles for each of those types of grants so the funding process for TE and SRTS projects looks the same as it did under SAFETEA-LU when both of these grants were from separate federal funding categories. The Recreational Trails program is administered by the Kansas Wildlife and Parks Department.

The City of Lawrence receives federal transit funding (capital and operating assistance) from the FTA to operate the transit system. Transit capital funding for buses and related facilities used to be a varied mix of formula and discretionary grant funding along with local funds. However, under MAP-21 the use of discretionary capital programs (ex: Section 5309 program) is greatly diminished and a new more predictable funding source called the Bus and Bus Facilities (5339) Program is now the federal source for fleet replacements and other capital needs. Transit operating assistance has typically been based on formulas and been more predictable than capital funding. This has allowed Lawrence Transit to use a relatively constant mix of federal and local funds for operations. Under the State T-WORKS Program some state operating assistance is also received by Lawrence each year.

Douglas County has a similar funding situation for road and bridge projects in that the County receives obligation authority for STP funds from KDOT. KDOT allows counties to exchange their available obligation authority of federal funds for state funds at an exchange rate of $0.90 in state funds for every $1.00 in federal obligation authority. Alternatively, the County may “bank” the federal obligation authority for a later project. The County can also apply for TE funds if it chooses to do so. The County does not operate transit service and does not receive federal or state transit funding. Douglas County has a CIP that is updated on a regular basis. The annual CIP allocation in Douglas County in recent years has been approximately $4 million. This allocation is reviewed and adjusted annually by the Board of County Commissioners. The County programs its projects in their CIP and as needed the County staff
coordinates its capital planning with the MPO staff for TIP development and changes. In 2013 the County received approximately $335,000 in federal STP funds obligation authority through KDOT. The County elected to bank that federal obligation authority for a later project rather than exchange it for state funds.

With the publication of the 2010 Census data the City of Eudora demonstrated continued growth and became a second class city under Kansas statutes. With that designation Eudora now receives an annual sub-allocation of STP funding through KDOT. This amount of federal funding is expected to be small (less than $100,000). In the past the three small cities in Douglas County (Baldwin City, Eudora and Lecompton) have used federal funding sporadically and worked with Douglas County staff to administer major road and bridge projects using federal aid. This cooperation between the small cities and the County for the use of federal aid is expected to continue through the life of this TIP.

The paratransit providers in the region provide all or most of their own funds to operate their services, and in some cases they use FTA grants for vehicle purchases. KDOT also funds paratransit vehicles in the region. As part of these vehicle purchases the agency requesting the federal funds is required to provide a local match, and those vehicles are programmed in the TIP.

The MPO staff discusses project additions to the TIP at TAC meetings, and the project sponsor is asked to explain where the project funding is coming from and give details about the project scope and schedule. KDOT staff also has an opportunity to review projects at TAC meetings and to check to see if the level of state and federal aid for the project is reasonable. With this two-tiered process of projects being debated at the local budget and the TIP budget levels, the road, bridge, transit and transportation enhancement projects receive an appropriate review for fiscal constraint. This ensures that the TIP will not become a "wish list" of projects that cannot be afforded with reasonably available funding levels.

State of Kansas Funding

State funds used in Douglas County for road and bridge projects are mostly limited to KDOT facilities and projects. The level of KDOT funding expended in the region varies greatly by year due largely to how much work KDOT does on the area’s major highways. Recently KDOT has spent large amounts of money to widen and improve US-59 south of Lawrence, to replace the K-10/23rd Street Bridge over the BNSF railway line in Lawrence, to build the South Lawrence Trafficway (new K-10 alignment), and to build a new interchange along K-10 at Bob Billing Parkway/N 1500 Road. All of those projects are KDOT administered projects on KDOT routes. Those projects typically do not significantly impact the local governments’ budgets for transportation improvements. Some other smaller amounts of State funding are used for local projects, such as the occasional purchase of a paratransit van with state money or a state contribution to a local bridge project.

For most local governments in the region the main KDOT funding role has been to provide federal aid to local projects, not to provide large amounts of state aid to local transportation improvements. However, the one example in the region where the state funding of a local project does make a routine and significant difference in the local budget process is state transit operating assistance. The Lawrence Transit operation receives about $1 million in state operating assistance annually, and that is an important part of their budget.

KDOT does not program projects in their budget documents or ask for projects to be added to the TIP unless a specific identified and reasonable funding source is identified. Therefore, the KDOT requests for TIP actions represent a fiscally constrained condition for state funded and/or managed projects.

Federal Funding

The federal funding for road and bridge projects in the region is generally limited to formula funding levels set by the USDOT and KDOT. Those levels have been relatively steady over the
The last few years with Douglas County receiving about $500,000 and the City of Lawrence receiving about $1 million annually in federal aid for roads and bridges. The three smaller cities in Douglas County (Lecompton, Eudora, and Baldwin City) have small public works departments, and if they do large road or bridge projects those are often managed by Douglas County or KDOT.

The public transit operations in Lawrence are composed of a mix of services operated by the Lawrence Transit and the University of Kansas. The KU On Wheels transit operations are primarily supported by student fees. The City transit service uses state operating assistance and both federal capital assistance and federal operating assistance to keep buses running. Lawrence also uses local sales taxes to pay for transit. In recent years Lawrence has used about $2 million annually in flexible federal formula Section 5307 subsidies to provide transit services. This annually allocated funding can be used for capital projects (e.g., buying new buses), but most of it has been used for operations.

Capital assistance levels are typically much more unpredictable than operating assistance, but when the transit capital funding will be needed is fairly predictable because it is based on the life span of buses. That creates a dilemma for transit operators who in the past relied heavily on large discretionary grants (e.g., Section 5309) from the FTA for bus fleet replacements. Now those large grants are gone and our transit operators are adjusting to buying just a few new buses at a time when funding is available instead of buying several buses on one large grant funded order. The transit operations in Douglas County are now adjusting to the new MAP-21 capital program called Bus and Bus Facilities (Section 5339).

Discretionary funding for Transportation Enhancements (TE), safety improvements, Safe Routes To School (SRTS), and other special projects is also available on a more sporadic competitive grant basis. That funding is not guaranteed in any given year, but our region has received some funding from these sources and expects to receive more in the foreseeable future. However, because of the uncertainty of the annual funding levels for these competitive grant and specialty programs, most of these funding sources are not included in the fiscal constraint amounts included in this TIP. If and when local governments in Douglas County are awarded funding from these discretionary programs the MPO will amend the TIP to add that funding and those projects in a timely manner.

All of the estimated amounts of transportation project funds are included in the Estimated Revenues and Expenditures Tables. The estimates of reasonably expected funding levels based on recent experience are compared to the levels of federal, state and local funding for transportation facilities and services that are requested by KDOT and local governments for inclusion in the TIP. Comparing these expected funding levels and funding request levels allows the MPO to determine if the TIP is fiscally constrained as called for in the federal regulations. The fiscal constraint analysis looks primarily at capital projects (e.g., building roads and bridges, buying buses, etc.), however, that is not a complete picture of funding for the region’s multimodal transportation system. The funds needed for operating and maintaining transport facilities and services also has to be reviewed. Federal regulations state that an adequate level of Operations & Maintenance (O&M) funding needs to be budgeted to maintain the federal-aid highways in the region. Shortchanging the O&M budgets to make the road improvement projects fiscally feasible is not allowed.

**Operation and Maintenance Funding**

**Road and Bridge Operations and Maintenance Funding Estimates**

The operation and maintenance of the roadway network throughout Douglas County consists of routine things such as pothole patching, minor repairs to pavements and curbs, snow removal, striping and marking, utility work and patching, electrical repairs, tree trimming, mowing, signal repairs, sign replacement, and other minor work tasks. The expenses for these work items are usually paid for by the local government that owns and operates the road and the
utility providers that use the road rights-of-ways. In the case of major highways, KDOT is the owner of the road and maintains those facilities. The major exception to this is the Kansas Turnpike/I-70 which is owned and operated by the Kansas Turnpike Authority. Some of the state highway mileage in Lawrence is provided on City streets through a connecting link agreement between KDOT and the City. That agreement includes annual payments from KDOT to the City to pay a share of the maintenance costs for those route segments carrying a state highway. KDOT plays a role in the maintenance of some major roads in the region, but major highway mileage comprises a small percentage of total roadway mileage. Most of the road mileage in Douglas County is owned by the County, City or Township Governments that levy local property taxes and sometimes other taxes to pay for road maintenance and operations.

The cities and county also receive a portion of the state gas tax collected in Douglas County. The City of Lawrence received approximately $2.5 million in gas tax funds during 2013 while Douglas County received approximately $2.1 million. This amount of funding is anticipated to continue during the years covered by this TIP. The state supplied pass through gas tax funding is supplemented by local government funds to make up the bulk of Lawrence and Douglas County roadway O&M budgets.

For 2013 the City of Lawrence had an O&M budget for its road system of approximately $8.0 million. Those costs were paid for with $2.5 million of state gas tax funds and $5.0 million of local tax sources including the 2008 approved sales tax increase dedicated to infrastructure improvements. For 2013 the roadway O&M budget for Douglas County was approximately $5.8 million with approximately $2.1 million of that total coming from the state gas tax funds and the other $3.7 million from County tax sources. It is expected that the local governments in the region will continue to fund their O&M budgets in order to adequately maintain their transportation infrastructure during this TIP period.

The O&M Funding Summary Table indicates that the expected level of funding for O&M of the region’s roadways and bridges over the four-year fiscally constrained period covered by this TIP is steady and adequate to handle the normal O&M needs each year. Continued support exists locally for maintenance and preservation of the existing transportation infrastructure. This table also displays that the O&M funding is not planned for drastic cuts or diversions to pay the local shares of capital projects. This is in keeping with federal regulations and good transportation planning practice.

### Transit Operations and Maintenance Funding Estimates

Transit operations are funded with a mix of local, state and federal funds. The transit system in Douglas County is a coordination of services owned and operated by the City of Lawrence, the University of Kansas, social service agencies that run para-transit vehicles, and Johnson County Transit that runs a commuter bus service between Lawrence and locations in Johnson County. This commuter service run by Johnson County is called the JO and its funding is programmed in the TIP produced by the Mid-America Regional Council (MARC) which is the MPO for the Kansas City Area. In June 2014 the Lawrence City Commission approved $120,000 of City funding for the JO operations. Lawrence Transit service uses some federal and state and local funds for operating and routine maintenance expenses.

Because a transit system is service based rather than facility based like road networks there can be differences in how local funding for transit and roads is raised. Lawrence Transit needs to pay for its services when they are rendered (i.e., when the buses are rolling burning fuel and labor costs are incurred). Lawrence Transit needs to maintain a cash flow to pay for its vendors and staff as they work. Unlike a road or a bridge that can be bonded for twenty years and paid for over time, transit operations are typically not paid for with debt service. For road projects if costs go up then a project might be delayed for a year, but with transit service you
cannot do that since vendors and drivers will not wait a year to get paid. For 2013 the Lawrence Transit had an O&M budget of approximately $5 million which was funded with $2.3 million of federal aid, $.25 million of state aid, and $2.5 million of local funds. Those levels of O&M expenses and revenues are anticipated to continue through the four-year fiscally constrained period (2015-2018). Operations and maintenance funding for the Lawrence Transit system is shown in the Estimated Revenues and Expenditures Tables.

The paratransit providers in the region for the most part provide their own funds to operate their services, but in some cases receive a small amount of state operating subsidy from KDOT. Typically, this state operating assistance is only a few thousand dollars per year for each operator. Most of the federal and state aid to paratransit is for vehicle purchases. The MPO staff works closely with the KDOT transit staff, the Regional Transit Advisory Committee (RTAC), and the Coordinated Transit District #1 (CTD) members to keep informed about the status of paratransit operations and funding issues in Douglas County. Those paratransit issues are discussed in more detail in the Coordinated Public Transit-Human Services Transportation Plan (CPT-HSTP).

University of Kansas (KU on Wheels) Transit Funding
The University of Kansas also provides transit services that are available to the general population as well as KU students and staff. Funding for the KU On Wheels system includes, a considerable amount of funding that supports fixed route transit in Lawrence. The KU transit funding information is listed below to give a more complete and realistic account of the size and costs of the transit system in Lawrence.

The KU On Wheels (KUOW) and the Lawrence Transit services are now integrated into one route and schedule system, and both of these operations accept each other's bus passes. Even though these two services are coordinated into one route map and schedule book, only the Lawrence Transit System receives FTA funding. The KUOW operations are expected to maintain the KUOW transit service at current levels through the years covered by this TIP. The KUOW part of the public transit system in Lawrence is fiscally constrained by the revenues provided by fees that support it.

<table>
<thead>
<tr>
<th>Year</th>
<th>KU Parking Funds</th>
<th>KU Student Fee Funds</th>
<th>Other Funds</th>
<th>Total Funds</th>
</tr>
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<td>$3,285</td>
<td>$133</td>
<td>$4,651</td>
</tr>
<tr>
<td>2016</td>
<td>$1,196 $</td>
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<td>$133</td>
<td>$4,614</td>
</tr>
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<td>2017</td>
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<td>$4,657</td>
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<tr>
<td>2019</td>
<td>$1,239 $</td>
<td>$3,285</td>
<td>$133</td>
<td>$4,657</td>
</tr>
</tbody>
</table>

| Totals | $6,130  | $16,425 | $665  | $23,220 |

Note: KUOW projects undergo fiscal constraint analysis prior to submission to the MPO for TIP inclusion so that all KUOW projects are presumed to be fiscally constrained.

Fiscal Analysis
Federal law requires that the first four years of the TIP be financially constrained. The definition of financially constrained is having enough financial resources to fund projects listed in the TIP. Fiscal constraint also makes good sense. If we put all of the desired projects in the TIP then we come up with a list of needs that doesn’t reflect the projects that can be completed with existing and planned financial resources. The MPO desires to have a credible TIP that represents what can and should happen in the near-term to improve our region’s multimodal transport system. The fiscal constraint requirement and analysis helps the MPO do that.

This TIP document provides realistic cost and funding estimates for improvement projects in the first two years of the fiscal constraint period (2015 and 2016). Predicting the revenues that will be available and costs for projects in the second half of that period (2017 and 2018) are a more speculative exercise, however, even rough estimates of available funds and costs are helpful in showing the required four years of fiscally constrained project tables. In this uncertain time of federal funding (MAP-21 expiring soon and the future act to replace it being
debated) it is difficult to estimate the funding levels two years from now. The MPO has assumed that 2014 levels for federal funding will remain in place for funding through 2018. These estimates are rough but still valuable in assessing the local government ability to obtain federal and state aid and to meet matching requirements for projects that those governments want to put in the TIP.

Projects that are under the jurisdiction of KDOT are subject to statewide KDOT financial constraints and reviews that are beyond the purview of the MPO and done by KDOT before the project information is sent to the MPO. KDOT projects are considered to be fiscally constrained when submitted to the MPO for inclusion in the TIP.

Projects submitted by the local governments in the region or other local agencies are reviewed by the TAC and the project sponsor is be asked to describe the funding which is committed to each project. That process includes the review of TIP project listings at TAC meetings. If any source of funding for TIP projects, including KDOT sources, later becomes unavailable or significantly reduced then the MPO staff and TAC will review that situation and process an amendment to the TIP to reflect those changes and maintain a fiscally constrained TIP. Likewise, if new funding sources and/or increased funding levels occur then the MPO will amend the TIP to reflect those changes.

The projects and the funding in the TIP are also included in the area’s local government capital improvement plans and budgets. Locally-sponsored projects in the TIP are based on the best available cost estimates and reasonable projections of revenues made by the region’s local governments in conjunction with the MPO, KDOT, and public transit providers in Douglas County. For federal aid projects the local government sponsors work closely with the KDOT-Bureau of Local Projects to track their levels of federal funding. KDOT does not allow the local governments to program more projects than the federal funding will allow. Both KDOT and MPO staffs work together to see that the TIP tables and the KDOT spending plans are fiscally constrained. A similar arrangement for transit projects exists with the MPO and the FTA working together to ensure that the TIP projects listed for the Lawrence Transit match the reasonable expectations of federal funding. Projects must have a clearly stated funding source that matches local budgets, capital improvement plans, and KDOT-MPO estimates of available federal and state aid.

In addition to having a clearly identified source of funding for each roadway, bridge, transit, and enhancement project listed in the TIP, the project sponsor must also present their project costs in year of expenditure (YOE) dollars. This allows the project estimates to take into account inflation and should make them more realistic than using constant dollars. In order to comply with federal regulations, this fiscal analysis uses an annual inflation factor of 1.5% (this matches the T2040 Inflation Factor) for all TIP projects to determine the estimated costs in the year of expenditure. This inflation factor was developed by KDOT in 2012 for use with federal aid projects. This inflation factor was discussed at TAC meetings including representatives from KDOT, the public transit provider, and local governments in the region. TAC members agreed to use this KDOT inflation rate in the draft TIP that was sent to the MPO for approval. That discussion and TAC approval and subsequent MPO approval of this TIP satisfies the federal requirement to have a YOE inflation rate cooperatively developed by the area’s MPO planning partners.

The first year (2015) in this TIP, lists projects currently being implemented (i.e., currently in preliminary engineering/design, in right-of-way acquisition, underway with utility relocations, or under construction) or planned for implementation soon. The next three years (2016, 2017 & 2018) complete the four-year period required to be fiscally constrained. The Estimated Revenues and Expenditures Tables shows that the level of projected funding from reasonable sources and the total level of project funding programmed in this TIP for the required four year period (2015-2018) is balanced and this TIP is fiscally constrained. This TIP is a financially
constrained document, and in accordance with USC Titles 23 and 49 it provides an account of funding sources for transportation improvements.

Estimated Revenues and Expenditures Tables
For TIP Projects by Year and Funding Source

The table below displays the fiscal breakdown by funding source for all roadway and transit projects listed in the first four years (2015-2018) of this five-year TIP.

<table>
<thead>
<tr>
<th>Funding Source</th>
<th>FFY 2015</th>
<th>FFY 2016</th>
<th>FFY 2017</th>
<th>FFY 2018</th>
<th>Total</th>
</tr>
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<td>$2,122</td>
<td>$2,122</td>
<td>$2,122</td>
<td>$8,488</td>
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<td>FTA 5311</td>
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<td>-$</td>
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<tr>
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<tr>
<td>NHPP</td>
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<tr>
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<tr>
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<td>-$</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>$15,981</td>
<td>$12,988</td>
<td>$8,838</td>
<td>$6,938</td>
<td>$44,745</td>
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*Estimated Revenues by Year and Funding Source (in thousands)

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<thead>
<tr>
<th>Funding Source</th>
<th>FFY 2015</th>
<th>FFY 2016</th>
<th>FFY 2017</th>
<th>FFY 2018</th>
<th>Total</th>
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<tr>
<td>FTA 5307</td>
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<td>$2,122</td>
<td>$2,122</td>
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<tr>
<td>JARC</td>
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<td>-$</td>
<td>-$</td>
<td>-$</td>
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<tr>
<td>NHPP</td>
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<tr>
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<tr>
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<tr>
<td>TE/TA</td>
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<tr>
<td>Other</td>
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<td>-$</td>
<td>-$</td>
<td>-$</td>
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</tr>
<tr>
<td><strong>Total</strong></td>
<td>$15,981</td>
<td>$12,988</td>
<td>$8,838</td>
<td>$6,938</td>
<td>$44,745</td>
</tr>
</tbody>
</table>

*Estimated Expenditures by Year and Funding Source (in thousands)

**KDOT is currently allocating JARC, 5309, 5317 and HRRR funds which are old SAFETEA-LU funds, they will be depleted soon**
TRANSPORTATION IMPROVEMENT PROGRAM PROJECT LISTING
(Includes the Program of Projects for the Lawrence Transit System)
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<tr>
<th>Project Sponsor:</th>
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<th>MPO#: 200</th>
<th>KDOT#: K-8392-04</th>
<th>Advanced Construction</th>
<th>Grand Total: $186,100</th>
<th>Date added: 10/2014</th>
<th>Last Revised: 10/2014</th>
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<tr>
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<td></td>
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<tr>
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<td>Route 458 between E 800 Rd &amp; N 1175 Rd Douglas County</td>
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<td>3-R Improvements (restoration, resurfacing, reconstruction).</td>
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<td>Route 1055 from Route 12 (N 400 Rd.) to Route 460 (N 700 Rd.)</td>
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<td>Project Scope:</td>
<td>Culvert replacements/extensions, pavement rehabilitation</td>
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<tr>
<td>Local</td>
<td>Const $900</td>
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### FY 2015 to FY 2019 L-DC MPO TIP Projects (Cost in 1000's)

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<th>203</th>
<th>KDOT#:</th>
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<td><strong>Project Name:</strong></td>
<td>19th Street: Naismith to Iowa Reconstruction</td>
<td><strong>Route (to/from location):</strong></td>
<td>19th St from Iowa to Naismith</td>
<td><strong>Project Type:</strong></td>
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<td><strong>Project Sponsor:</strong></td>
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<td>204</td>
<td><strong>KDOT#:</strong></td>
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<tr>
<td><strong>Project Name:</strong></td>
<td>Kasold Reconstruction</td>
<td><strong>Route (to/from location):</strong></td>
<td>Kasold Drive: Harvard Road to Bob Billings Pkwy</td>
<td><strong>Project Scope:</strong></td>
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<tr>
<td><strong>Project Sponsor:</strong></td>
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<td><strong>MPO#:</strong></td>
<td>205</td>
<td><strong>KDOT#:</strong></td>
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<tr>
<td><strong>Project Name:</strong></td>
<td>K-10 Access Point Consolidation</td>
<td><strong>Route (to/from location):</strong></td>
<td>K-10 from US9 (Iowa St.) E to O'Connell Rd.</td>
<td><strong>Comments:</strong></td>
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#### Project Details

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<tr>
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<th>FY 2017</th>
<th>FY 2018</th>
<th>FY 2019</th>
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<tr>
<td>Fund Source Phase</td>
<td>Obligation</td>
<td>AC Conversion</td>
<td>Fund Source Phase</td>
<td>Obligation</td>
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<td>Local CE</td>
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<td>Local Const</td>
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<th>FY 2017</th>
<th>FY 2018</th>
<th>FY 2019</th>
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**Comments:**
- FY 2015: $2,000 (Local PE $200, Local Const $1,800)
- FY 2016: $5,920 (Local PE $5,000, Local Utilities $50, Local Const $420)
- FY 2017: $20,695 (Local Const $525, State Const $228, Local Utilities $25)
- FY 2018: $20,695 (State Const $228, Local Const $525, Local CE $228, Local Utilities $25)
- FY 2019: $20,695 (State Const $228, Local Const $525, Local CE $228, Local Utilities $25)

**Project Dates:**
- FY 2015: Date added: 10/2014, Last Revised: 10/2014
- FY 2016: Date added: 10/2014, Last Revised: 10/2014
- FY 2017: Date added: 10/2014, Last Revised: 10/2014
- FY 2018: Date added: 10/2014, Last Revised: 10/2014
- FY 2019: Date added: 10/2014, Last Revised: 10/2014
### FY 2015 to FY 2019 L-DC MPO TIP Projects (Cost in 1000's)

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<tr>
<th>Project Sponsor: KDOT</th>
<th>MPO#: 206</th>
<th>KDOT#: KA-1826-01</th>
<th>Advanced Construction</th>
<th>Grand Total: $23,641</th>
<th>Date added: 10/2014</th>
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<tbody>
<tr>
<td><strong>Project Name:</strong> K-10/15th St./Bob Billings Pkwy Interchange</td>
<td><strong>Project Scope:</strong> Construct Interchange</td>
<td><strong>Comments:</strong> 2010 PE State funds($669) converted to 2014 STP. 2013 Utilities State funds($699) converted to 2014 STP. 2014 CE/Construction State funds($344/$9,000) converted to 2014 STP.</td>
<td><strong>KDOT#:</strong> KA-1826-01</td>
<td><strong>KDOT#:</strong></td>
<td><strong>Date added:</strong></td>
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<tr>
<td><strong>Route (to/from location):</strong> K-10/15th Street/Bob Billings Pkwy</td>
<td><strong>Project Type:</strong> Interchange</td>
<td><strong>Last Revised:</strong> 10/2014</td>
<td><strong>Local ROW</strong></td>
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<tr>
<td><strong>Length:</strong></td>
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<td><strong>Local PE</strong></td>
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### FY 2015 to FY 2019 L-DC MPO TIP Projects (Cost in 1000's)

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<tbody>
<tr>
<td><strong>Project Name:</strong> Baldwin City: US56 &amp; High Street Realignment</td>
<td><strong>Project Scope:</strong> Realign High Street in intersect at 90 degrees with US 56 and add left turn lanes.</td>
<td><strong>Comments:</strong></td>
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<td><strong>Route (to/from location):</strong> High Street and US 56 Intersection</td>
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### FY 2015 to FY 2019 L-DC MPO TIP Projects (Cost in 1000's)

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<tr>
<td><strong>Project Name:</strong> Route 1055 at North 700 Curve</td>
<td><strong>Project Scope:</strong> Reconstruct curve, replace two bridges and one culvert</td>
<td><strong>Comments:</strong></td>
<td><strong>KDOT#:</strong></td>
<td><strong>KDOT#:</strong></td>
<td><strong>Date added:</strong></td>
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<tr>
<td><strong>Route (to/from location):</strong> Route 1055 from 725 North to 1675 East</td>
<td><strong>Project Type:</strong> Geometric Improvement, Bridge Replacement</td>
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<td>Project authorized for PE ONLY. 2013 PE($600,000) State funding. The total project cost, including all work phases is estimated at $9,339,000. This estimate should be used for planning purposes only.</td>
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<td>Bob Billings Pkwy &amp; George Williams Way Intersection Signal</td>
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<td>Route (to/from location)</td>
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<th>AC Conversion</th>
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<tr>
<td><strong>Project Name:</strong> 9th Street Reconstruction</td>
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<tr>
<td><strong>Project Scope:</strong> Reconstruction of street will include subgrade treatment, surfacing, storm sewer, geometric improvements and multimodal facilities.</td>
<td><strong>Comments:</strong></td>
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**Date added:** 10/2014  **Last Revised:** 10/2014  **Grand Total:** $3,600

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<th>MPO#: 213</th>
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<tr>
<td><strong>Project Name:</strong> Wakarusa Reconstruction (North)</td>
<td><strong>Project Type:</strong> Road</td>
<td><strong>Route (to/from location):</strong> North of Inverness/Legends to 6th St</td>
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<td><strong>Project Length:</strong> .5</td>
<td><strong>Project - Work Type:</strong> Grading, Surfacing</td>
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<td><strong>Project Scope:</strong> Reconstruction of street will include subgrade treatment, surfacing, storm sewer, geometric improvements and multimodal facilities.</td>
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**Date added:** 10/2014  **Last Revised:** 10/2014  **Grand Total:** $3,650

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<td><strong>Project Name:</strong> Wakarusa Reconstruction (South)</td>
<td><strong>Project Type:</strong> Road</td>
<td><strong>Route (to/from location):</strong> Research Parkway to 18th Street</td>
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<td><strong>Project Scope:</strong> Reconstruction of street will include subgrade treatment, surfacing, storm sewer, geometric improvements and multimodal facilities.</td>
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**Date added:** 10/2014  **Last Revised:** 10/2014  **Grand Total:** $2,600

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#### Project Type: Transit/Paratransit

#### Work Type: Operating

#### Length: Project -

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#### Project Scope:

Operating and Preventative Maintenance activities.

#### Comments:


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### Project Sponsor: Lawrence Transit

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#### Project Name: Transit Capital Assistance

#### Route (to/from location): Lawrence

#### Project Type: Transit/Paratransit

#### Work Type: Special Work

#### Length: Project -

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#### Project Scope:

Comprehensive Transportation Program. Purchase of replacement paratransit vehicles.

#### Comments:

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#### Project Name: JARC Small Urban Funds

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#### Project Type: Transit/Paratransit

#### Work Type: Capital

#### Length: Project -

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### Project Information

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- **MPO#:** 405
- **KDOT#:** KS-03-0044
- **Project Name:** Transit 5309 Funds
- **Route (to/from location):** Lawrence
- **Project Type:** Transit/Paratransit
- **Length:**

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### Comments
- FY 2008 Capital- Bus & Bus Facilities -- Fleet Replacement 83%

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<td>TE funding to pay 80% of eligible costs. Local PE in 2014, $1,000.</td>
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<td>This is a master project that would include any safety projects selected in region. State funds (SF) Conversions: 2015 SF to 2016 HSIP, 2016 SF to 2017 HSIP, 2017 SF to 2018 HSIP, 2018 SF to 2019 HSIP, 2019 SF to 2020 HSIP.</td>
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</tbody>
</table>

**Project Name:**
- Santa Fe Depot Restoration
- Baldwin City Depot Railscape
- Various Railroad Safety Projects in the Region

**Route (to/from location):**
- 413 East 7th Street, Lawrence, KS

**Project Type:**
- Enhancement

**Project Scope:**
- Revitalize the Santa Fe Depot site and building
- Extend the length of the brick boarding platform, cover the platform and install lighting, install native prairie landscaping and three additional ADA parking spaces to complete the Depot Railscape
- Safety improvements along railroads in region as identified by KDOT. These funds may be used to benefit the region by working to correct or improve identified safety hazards at public railway-highway crossing in a proactive manner.

**Fund Source Phase Obligation AC Conversion**

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**Project Sponsor:** KDOT  
**MPO #:** 700  
**KDOT #:** KA-3634-01

- **Project Name:** South Lawrence Trafficway Widening Study
- **Route (to/from location):** K-10 West Leg in Douglas County US 59/K10/Iowa to I70/KTA/K10 Junction
- **Project Type:** Other
- **Project - Work Type:** Road Widening
- **Length:** 8.43

- **Advanced Construction**
- **Grand Total:** $1,500

**Project Scope:** Study to provide a 4-lane freeway section, review area issues, current transport needs, impacts on current projects, interchange configurations, reevaluate the evrn docs for preferred improvements.

**Comments:** Project is authorized for PE ONLY. Project started in 2014 and is ongoing into 2015.
Appendix 1 - Latest Federal Fiscal Year - List of Obligated Projects

The purpose of this listing is to illustrate the progress of federal aid transportation projects in the region as they move through the years in the TIP projects table and onto the recently obligated projects list. Projects are listed based on the year the federal funds were obligated, not necessarily the year the construction of the project began. The federal amount represents the federal funds spent on the project.

The table below describes projects listed in the TIP that were obligated in the previous Federal Fiscal Year (FFY). A listing of projects with federal aid obligated in the previous FFY are presented to the MPO each year for review either as part of a TIP approval or amendment or as a separate memo.

The listing will be made available on the MPO website and sent to the Kansas Department of Transportation who will then distribute the listing to the FHWA and the FTA for informational purposes.

<table>
<thead>
<tr>
<th>MPO #</th>
<th>Project Name</th>
<th>Responsible Party</th>
<th>Route or Service Area</th>
<th>Project Description</th>
<th>Project Location</th>
<th>Work Description</th>
<th>Federal Funding Source</th>
<th>Federal Funds Obligated to in FFY 2013</th>
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<th>Project Status</th>
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*Note: Obligating activity was not yet in FY2013, but will become a full-remittance activity and was subject to be put into the TIP Table.*
Appendix 2 - TIP Project Submission Form

Project Sponsor: ___________________________________________________________

Project Name: _____________________________________________________________

Route (to/from location):_____________________________________________________

Length:______________________________ KDOT #:_____________________________

Project Type (choose from available options on TIP Appendix 5):______________________

Work Type (choose from available options on TIP Appendix 5):_______________________

Project Scope:

Comments:

Does this project use Advanced Construction?     Yes No
Will the project occur in more than one year?     Yes No
Is the project in the Current MTP’s Fiscally Constrained List of
Recommended Projects?   Yes No
Is the project listed in the MTP as an Illustrative Project?    Yes No
Does the project address a transport system issue discussed
or noted in the MTP? Yes No
If so, please list the issue(s): _____________________________
Is the project regionally significant as defined by the L-DC MPO? Yes No
Is the project identified as a TCM in the SIP? Yes No
Does this project have any ITS elements? Yes No
If yes, are the elements consistent with the approved ITS Plan? Yes No
Is the project listed and/or described in other documents or plans? Yes No
If so, list the documents:

Total Project Cost (all years, all phases in $1,000’s):______________________________

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Appendix 3 - MPO Self-Certification

The Kansas Department of Transportation (KDOT) and the Lawrence - Douglas County Metropolitan Planning Organization (MPO) certify that the metropolitan transportation planning process is being carried out in accordance with all applicable requirements including the following:

1. 23 U.S.C. 134, 49 U.S.C. 5303, and this subpart; All core documents are current:
   - MTP
   - TIP
   - UPWP
   - PPP

2. In nonattainment and maintenance areas, Sections 174 and 176 (c) and (d) of the Clean Air Act, as amended (42 USC 7504, 7506 (c) and (d)) and 40 CFR Part 93;

3. Title VI of the Civil Rights Act of 1964, as amended (42 USC 2000d-1) and 49 CFR Part 21;
   - Title VI Plan
   - LEP Plan

4. 49 USC 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
   - Title VI Plan
   - LEP Plan

5. Section 1101(b) of the SAFETEA-LU (Pub. L. 109-59) and 49 CFR Part 26 regarding the involvement of disadvantaged business enterprises in USDOT funded projects;
   - DBE Payment Information submitted to KDOT

6. 23 CFR Part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts,
   - Title VI Plan
   - EJ Analysis Completed (as part of the MTP or TIP)

7. The provisions of the Americans with Disabilities Act of 1990 (42 USC 12101 et seq.) and 49 CFR Parts 27, 37, and 38;
   - Title VI Plan

8. The Older Americans Act, as amended (42 USC 6101), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
   - Title VI Plan

9. Section 324 of Title 23 USC regarding the prohibition of discrimination based on gender; and
   - Title VI Plan

10. Section 504 of the Rehabilitation Act of 1973 (29 USC 794) and 49 CFR Part 27 regarding discrimination against individuals with disabilities.
    - Title VI Plan

____________________________________________
Bryan Culver, Chair
Lawrence-Douglas County MPO

____________________________________________
Jerry Younger, Deputy Secretary/State Transportation Engineer
Kansas Department of Transportation
Appendix 4 - Major Projects and Significant Delay - Definitions

Roadways (including intersections and bridges)
The major roadway projects include projects located on a roadway classified by the MPO as a Major Collector or higher, with construction costs of at least $2.0 million, and that have at least one of the following attributes:

- Designed to increase roadway capacity and/or decrease traffic congestion
- Designed to improve safety
- Designed to replace aging infrastructure and bring it up to current standards
- Results in significant delay and/or detours during construction

Major projects do not include the following types of projects that are considered to be routine maintenance projects: mill & overlay, micro-abrasion, micro-surfacing, crack sealing, concrete rehabilitation, curb repairs, sweeping, mowing, spot repairs, and interim measures on detour routes.

Transit Facilities and Services
The major transit projects include projects that need to be listed in the TIP because they use federal funding and/or are regionally significant, have a total cost of at least $1.0 million, and meet at least one of the following criteria:

- Acquisition of three or more new transit vehicles
- Addition or expansion operations and/or maintenance buildings
- Initiation of new transit service or expansion of transit services into territory not previously served

Major transit projects do not include the following types of projects that are considered to be routine: preventive maintenance on transit vehicles; purchase of spare parts, shop supplies and fuel; annually received formula based operating assistance; purchase of bus stop signs, shelters and related items; scheduled purchases of one or two transit vehicles; staff training and recruitment; and other routine operational activities.

Bikeway and Pedestrian Facilities
The major bikeway and pedestrian projects include projects that need to be listed in the TIP because of federal funding and/or regional significance, and meet at least one of the following criteria:

- Total project cost of at least $500,000
- Construction of bikeway or pedestrian facility (or extension of existing facility) into a location where a bicycle/pedestrian facility did not exist before

Major bikeway/pedestrian projects do not include the following types of projects that are considered to be routine maintenance projects: patching, crack sealing, curb repairs, sweeping, mowing, spot repairs, landscaping maintenance, sign replacements, and other routine operational activities.

Significant Delay
The term significant delay will be defined as two years or more from the year first listed for the project in the previous TIP.
Major Projects from the Previous 2012-2015 TIP

Using the definitions listed above the following major projects from the previous 2012-2015 TIP were implemented between the start of 2012 and the approval date for this new 2015-2019 TIP. This current TIP covers 2015 to 2019 so some 2015 projects could be listed in both the previous and current TIP documents.

Roadway Projects (including intersections and bridges)
- K-10 Highway/23rd Street Bridge Project #100 - 23rd street over the BNSF Railroad, 2012-13, $6.72 million
- US-59 Turnback Improvements Project #102 - Franklin-Douglas County Line north to 4-lane section, 2013, $2.49 million
- US-56 Tauny Creek Drainage Bridge Project #103 - 1.95 miles east of US-59/US-56 junction, 2012-14, $3.32 million
- CR 1057 Bridge over Wakarusa River Project #105 - Route 1057 over Wakarusa River, 2012, $3.05 million
- South Lawrence Trafficway Project #200 - US-59 to K-10, 2012-15, $175.33 million
- US-59 Road Improvements Project #202 - Franklin/Douglas County Line north to 4-lane section, 2012, $23.67 million
- CR 1055/6th Street Reconstruction Project #204 - US-56 north to CR 12, 2012, $4.31 million
- CR 1055 Reconstruction Project #207 - E 1700 Road north to CR 458, 2012-15, $4.78 million
- CR 458 Improvements Project #208 - E 800 Road to N 1175 Road, 2014-15, $5.02 million
- Iowa Street Reconstruction Project #210 - Yale to Irving Hill Road, 2013, $7.24 million
- 19th Street Reconstruction Project #211 - Naismith to Iowa Street, 2013-14, $3.86 million
- Kasold Drive Reconstruction Project #212 - Bob Billings Parkway to Harvard Road, 2014-15, $5.00 million
- 31st Street Construction Project #214 - Haskell to O'Connell, 2013, $6.21 million
- 23rd Street/Iowa Intersection Project #222 - 23rd/K-10 and Iowa/US-59, 2014, $4.93 million
- 6th Street/Iowa Intersection Project #223- 6th Street/US-40 and Iowa/US-59, 2013-14, $2.51 million
- Bob Billings Parkway Reconstruction Project #235 - Wakarusa Drive to Foxfire Road, 2013, $3.5 million
- South Lawrence Trafficway – Environmental Mitigation Project #602 - US-59 to K-10, 2012, $12.0 million

Transit Facilities and Services Projects
- Lawrence Transit – Bus Replacements –#407 - Citywide urban transit services, 2012, $1.15 million
- Lawrence Transit – Bus Replacements #408 - Citywide urban transit services, 2012, $1.00 million
- Lawrence Transit Vehicle Replacement Project #403 - Paratransit vehicles, 2012-15, $2.55 million

Bicycle and Pedestrian Facilities Projects - None

Major Projects from the 2012-2015 TIP That Were Significantly Delayed

The following major projects from the previous TIP were significantly delayed.

Roadway Projects (including intersections and bridges)
- South Lawrence Trafficway Project #200 – construction delayed from the 2013 construction completion listed in the original TIP entry in October 2011 to the amended 2016 construction completion date listed in the TIP in July 2014 - US-59 to K-10, 2012-13, $175.33 million

Transit Facilities and Services Projects - None

Bikeway and Pedestrian Facilities Projects - None
Appendix 5 - Explanation of TIP Project Listings

The project listings in the TIP list each project as a single entry with yearly allocations defined for larger and/or more complex projects that cover more than one year. The graphic shown below is a blank project listing template that details the layout of how project information is shown in the TIP. The following notes list the possible entries for each cell in that project listing template and may define and/or clarify what information is needed to complete a TIP project entry.

**Project Sponsors:**
- KDOT
- Douglas County
- Lawrence
- Eudora
- Baldwin City
- Lecompton
- Lawrence Transit
- Cottonwood Inc.
- Independence Inc.
- Douglas County Senior Services Inc. (DCSS)
- Bert Nash Community Mental Health Center
- USD 497
- Douglas County Community Health Improvement Project (CHIP)

**Project Name:** The project name is the general name given to identify the project.

**MPO #:** The MPO number is assigned by the MPO staff; it indicates the category of the project and is solely for MPO identification purposes.

**KDOT #:** The KDOT number is assigned by KDOT to a project. These numbers are provided to the MPO by KDOT for each state administered and/or funded project (including projects for which KDOT provides federal money to the local government).

**Route (to/from location):** The route identifies the starting and ending point of a project.

**Length:** The length measures the length or distance of the project in miles.

**Project Types:**
- Road
- Bridge
- Interchange
- Intersection
- ITS
- Transit/Paratransit
- Enhancement
- Safe Routes To Schools (SRTS)
- Traffic Signal
- Safety
- Other

**Work Types:**
- Access Management
- Bridge Rehabilitation
- Bridge Replacement
- Fabrication
- Geometric Improvement
- Grading
- Interchange
- Pavement Milling
- Other
- Operating
- Pedestrian & Bicycle Work
- Pavement Markings
- Reconstruction
- Redeck Bridge
- Seeding
- Safety
- Signage
- Signal
- Special Work
- Surfacing
- Vehicle Replacement
**Advanced Construction (AC):** Advance Construction provides KDOT with flexibility in managing federal highway funds. The primary benefit of AC is that it allows the state to accelerate transportation projects using non-federal funds while maintaining eligibility to be reimbursed with federal funds at a later date. Projects that use AC will be indicated by a check in the AC box.

**AC Conversion:** AC Conversion values are project funds planned for conversion from local or state funds to federal funds; they are allocated the year the conversion is to take place.

**Grand Total:** A total cost allocated for the project from start to finish. This number may not equal the total project costs listed in the detailed yearly data because it could include allocations before or after the TIP years programmed in the current version of the TIP.

**Fund Sources:**

**Major USDOT Highway Programs under MAP-21**
- National Highway Performance Program (NHPP)
- Surface Transportation Program (STP)
- Highway Safety Improvement Program (HSIP)
- Railway-Highway Crossings (set-aside from HSIP)
- Transportation Alternatives (TA) – includes Transportation Enhancement and Safe Routes To School funding
- Congestion Mitigation and Air Quality Improvement Program (CMAQ)

**Major USDOT Transit Programs under MAP-21**
- Urban Area Formula Grants (5307)
- Rural Area Formula Grants (5311)
- Enhanced Mobility of Seniors and Individuals with Disabilities (5310)
- Bus and Bus Facilities (5339) Program

**State of Kansas Funding Programs (State)**
- KDOT funding of roadway and bridge project on and off the State system, and funding of transit through the T-Works Program and other approved sources

**Local Government Funding Programs (Local)**
- County and City funds from various sources including local property and sales taxes

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<td>Utilities</td>
<td>Utilities</td>
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**Project Scope:** Project Scope is a brief definition of the range of the project’s work and tasks included.

**Comments:** Comments include notes or observations about the project, not included in the other detailed categories.
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 major planning activities, planning priorities, objectives, work tasks, and planning products as well as the functional and financial responsibilities of the planning partners 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 Moving Ahead for Progress in the 21st Century (MAP-21) and related laws and regulations.

NOW, THEREFORE BE IT RESOLVED that the Lawrence-Douglas County Metropolitan Planning Organization hereby approves this 2014 UPWP Amendment #2 including the budget, text and schedule changes described on the attachment to this resolutions on this 16th day of October 2014.

Bryan Culver, L-DC MPO Chair
Scott McCullough, L-DC MPO Secretary
Attachment for Unified Planning Work Program – Amendment #2 – October 2014

List of Changes

Budget Changes

- Staff hours by task were revised based on a review of the quarterly billing reports and staff expectations of work on each task during the rest of the year.
  - Decrease in staff hours for Task 1.1 MPO Committee Support (420 to 300)
  - Increase in staff hours for Task 1.2 UPWP and Grant Management (160 to 320)
  - Increase in staff hours for Task 1.3 General Administrative Activities (220 to 260)
  - Decrease in staff hours for Task 1.4 Public Participation Plan (140 to 40)
  - Increase in staff hours for Task 1.5 MPO Education and Staff Training (200 to 240)
  - Increase in staff hours for Task 2.2 Current Planning-Support and Coordination (120 to 180)
  - Decrease in staff hours for Task 2.3 Access Management-Plans, Guidelines and Standards (420 to 0). This task was eliminated for 2014 work.
  - Decrease in staff hours for Task 3.1 Regional Travel Demand Model and Data Development (280 to 80)
  - Decrease in staff hours for Task 3.2 Metropolitan Transportation Plan (280 to 180)
  - Decrease in staff hours for Task 3.3 Special Studies (600 to 480)
  - Increase in staff hours for Task 3.4 Bicycle and Pedestrian Planning (900 to 1,990)
  - Decrease in staff hours for Task 3.5 Air Quality Planning (80 to 40)
  - Decrease in staff hours for Task 3.6 Long Range Planning-Support and Coordination (120 to 100)
  - Decrease in staff hours for Task 4.1 Public Transit Planning and Coordination (240 to 100)
  - Decrease in staff hours for Task 4.2 Paratransit Planning and Coordination (240 to 90)
  - The intern hours were increased from 480 to 1,000 to reflect the intern’s availability during the fall semester.

- Equipment and Supplies costs were increased from $6,000 to $11,000 to allow the MPO staff to purchase office furniture and computers, and to partially fund a new plotter and monitor.
- Software Fees were added as a line item and funded with $700 to purchase mapping software.
- Online Training was added as a line item and funded with $100 for membership to organization(s) that provide training in transportation topics.
- Workshops, Conferences and Training costs were decreased from $2,000 to $900 to reflect the MPO staff only attending conferences within driving distance during 2014.
- Bicyclists and Pedestrian Counting Equipment costs were decreased from $7,000 to $0. This item was eliminated for 2014.
- Matching amounts for work tasks were revised to cover match requirements. The match covered with KDOT toll credits changed from $26,509 to $24,692. The match covered with local cash changed from $26,996 to $29,192.
Text Changes

- Text revisions were made to describe the budget changes noted above.
- Text updates were made to reflect changes in completed work products and tasks.
- Simplification of the text to combine similar tasks was completed.

Schedule Changes

- Schedule change to reflect the removal of Task 2.3-Access Management and other staff time allocations were made to the schedule text.
2014

UNIFIED PLANNING WORK PROGRAM

January 1 – December 31, 2014

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

Prepared for the Lawrence-Douglas County Metropolitan Planning Organization

Approved October 17, 2013

Amended May 15, 2014

Amended October 16, 2014
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Funding Note:

This report was funded in part through grant[s] from the Federal Highway Administration and Federal Transit Administration of the U.S. Department of Transportation. The views and opinions of the L-DC MPO and its staff expressed herein do not necessarily state or reflect those of the U. S. Department of Transportation.

Title VI Note:

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

The purpose of this UPWP is to identify the transportation planning activities that the MPO will work on in the coming year and to describe how the MPO planning partners will assist the MPO staff with that work. This document also identifies the funds to pay for those activities. The UPWP also provides a framework for ensuring that the required MPO documents (Metropolitan Transportation Plan, Transportation Improvement Program, Unified Planning Work Program, and Public Participation Plan) are updated in a timely fashion.

Roles of the Cooperative Partners in the MPO Process

The Lawrence-Douglas County Metropolitan Planning Organization (L-DC MPO) Policy Board 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 – all of Douglas County – see MPA map and attributes table on the following page). This includes developing 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 MPO operations are designed to foster cooperation among the local governments in the region in order to plan for and develop a multimodal transport system that meets the mobility needs of the area’s residents and serves the region’s economy. The MPO is involved with planning both urban and rural mobility systems, and also with fostering cooperation and coordination between the transportation investments and land use decisions made throughout the MPA. The MPO Policy Board is routinely assisted by MPO staff and as needed by members of the two official MPO advisory committees (Technical Advisory Committee-TAC and the Regional Transit Advisory Committee-RTAC).

The Kansas Department of Transportation (KDOT) is the liaison between the MPO and federal transportation agencies (Federal Highway Administration/FHWA and Federal Transit Administration/FTA). KDOT performs two distinct roles in metropolitan transportation planning. First, KDOT is one of the cooperative partners and fully participates in the development and implementation of the MTP and the TIP. Second, KDOT performs an oversight role. In that role, KDOT is responsible for approving the TIP and UPWP, and periodically certifying to the FHWA and FTA that the MPO’s planning process meets all state and federal requirements.

The City of Lawrence Transit System (the T) is also an important partner in the MPO planning process and fully participates in the development and implementation of the MTP and the TIP. The Lawrence Transit staff provides comments and makes presentations about...
important transit related items at Technical Advisory Committee (TAC) and MPO Policy Board (MPO) meetings. The Lawrence Transit staff also shares concerns expressed by the transit community with MPO committee members and staff. This helps keep MPO discussions focused on a multimodal regional transportation system.
Regional Context of Douglas County, Kansas

Amended by the Lawrence – Douglas County Metropolitan Planning Organization on October 16, 2014
Required MPO Planning Products and Their Status

Metropolitan Transportation Plan (MTP)

On March 21, 2013 the MPO Policy Board approved a new MTP called Transportation 2040 or T2040. This new plan replaces the previous Transportation 2030 document approved in 2008. The creation of T2040 included travel demand modeling, funding projections, numerous public participation activities, review and input from various advisory committees, stakeholder interviews, coordination with other plans in Douglas County and Northeast Kansas, assistance from KDOT and other planning partners, the use of consultants, and the work of MPO staff and interns which started in mid-2011 and ended in early 2013. A new MTP covering Douglas County must be approved at least once every five years, and the MPO met that schedule with the approval of T2040. Since its adoption in early 2013 the MPO has made one amendment to this MTP which was prompted by the change in plans for the US-40/K-10 Interchange to be rebuilt as a diverging diamond interchange and a significant cost increase to do that project. That amendment also included updates related to 2013 awards of Transportation Enhancement (TE) funds, changes in transit funding, and the addition of grouped safety projects to the MTP to show fiscal constraint. That MTP Amendment #1 was approved on August 15, 2013. The MPO staff is working on Amendment #2 scheduled for the T2040 Plan which approval during the summer of 2015 will incorporate information and recommendations from the Multimodal Studies Project (Commuter Park & Ride Study, Fixed Route Transit & Pedestrian Accessibility Study, and Countywide Bikeway System Plan) into the MTP.

Transportation Improvement Program (TIP)

The TIP is a major implementation tool for the MTP. The TIP is the gatekeeper document for all improvements to regionally significant routes and for the use of federal funds. If a roadway or transit project inside the MPA is regionally significant and/or needs federal funding then it must be listed in the TIP otherwise the project cannot proceed. In October 2011 the MPO approved a new 2012-2015 TIP that included many improvements to the previous TIP. The MPO also changed the TIP amendment process to a quarterly schedule and created a new format and database for TIP project information. A new TIP must be adopted at least once every four years, but the MPO staff plans on reviewing its TIP every two years and updating it more often than required. The current 2012-2015 TIP will not expire until October 2015, but the MPO plans on creating a new 2015-2019 TIP and approving that TIP update for approval in 2014. More frequent than required updates are used to minimize the number of TIP amendments, to provide more opportunities for public participation in the TIP development process, and to make major TIP changes brought on by the passage of new state and federal funding programs.

The MPO staff also works with KDOT to produce an annual list of surface transportation projects for which federal funds were obligated in the previous federal fiscal year. This list is produced by the MPO staff each year as a memo to the MPO Policy Board. Once
completed, the latest list is included in each new added to the TIP during the next update or TIP amendment whichever comes first after the memo completion.

Unified Planning Work Program (UPWP)

On October 17, 2013 the MPO approved this 2014 UPWP. The annual UPWP describes the anticipated work of MPO staff and consultants during the 2014 program year (calendar year). This document also contains a budget used to program federal Consolidated Planning Grant (CPG) funds used by the MPO to carry out the 3-C planning process in Douglas County. The MPO routinely makes technical revisions to the UPWP during the 2nd Quarter to update hourly staff labor rates and other items in the budget as well as to make any other revisions needed. That UPWP amendment is typically approved in May or June. Discussions between the MPO and KDOT staffs about what will be included in the upcoming year’s UPWP are undertaken each summer with the draft UPWP for next year usually sent to the MPO Policy Board for approval in September or October.

Public Participation Plan (PPP)

The 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. As a precursor to public participation events for updating the MTP with the approval of the T2040 Plan in early 2013, the MPO updated its PPP on March 15, 2012. The MPO staff now plans to complete a major review and update to its PPP after the new MAP-21 federal transportation planning regulations are completed and reviewed by KDOT and the MPO. That is now planned for 2015. The MPO plans to review and update as needed its PPP after the passage of each new federal transportation act or in advance of developing a new MTP update. However, revisions to the PPP may also occur at any time as requested by the FHWA, FTA, and/or KDOT.

Title VI Program Manual

The MPO approved a new updated Title VI Program Manual (Title VI Plan) designed to meet the latest FTA Circular 4702.1B requirements on November 21, 2013. This plan describes how the MPO will discourage discrimination in the 3-C MPO planning process and how the MPO will address any complaints of discrimination that arise from MPO activities.

Limited English Proficiency (LEP) Plan

The MPO approved a LEP Plan on June 16, 2011. This plan serves as a guide to identify the extent of LEP individuals in the region and identify ways that the MPO can reduce and/or eliminate the barriers to LEP individuals within the transportation planning process. This plan outlines the MPO’s process for addressing the mix of services that will be provided to engage LEP individuals.

Regional Intelligent Transportation Systems (ITS) Architecture

The MPO completed its first Regional ITS Architecture in 2008. ITS deployment is the application of advanced technologies in transportation system operations and management. ITS architectures include applications in the areas of traffic control, traveler information, public transportation, and incident management. This architecture shows how the people and agencies involved in transportation planning and operations will relate to each other as well as how all of the
technology will be integrated. An update of this regional ITS architecture was discussed by the MPO and KDOT staffs in mid-2013 and an update to it has been scheduled to start in the second half of 2014 with completion during 2015.

Coordinated Public Transit-Human Services Transportation Plan (CPT-HSTP)

The MPO approved its current CPT-HSTP on February 16, 2012. The MPO staff and the regional public transit and human services transportation providers developed the CPT-HSTP for Douglas County. This plan outlines how providers can most efficiently and effectively work together to improve mobility for individuals with special transportation needs. The MPO will continue to work with providers to implement and revise the plan on an as needed basis.

Metropolitan Planning Agreement

The roles and responsibilities of the planning partners can be further clarified in a cooperative metropolitan planning agreement. The MPO approved its latest Cooperative Agreement on May 21, 2009 soon after its re-designation in December 2008. No updates to that agreement are now planned or scheduled, but some revisions may be needed during 2015 or 2016 to address changes in the new MAP-21 regulations now under review.

2013 UPWP Major Accomplishments

During the previous program year the MPO staff worked on many projects, large and small, and continued the work of a high quality small MPO with the items listed below:

- Completed and approved this 2014 UPWP
- Completed one amendment to the 2013 UPWP
- Completed the quarterly amendment cycle for the TIP and completed TIP amendments as needed
- Updated the Functional Classification Maps for Lawrence and Douglas County and obtained KDOT approval of those map changes and incorporated those updated maps into the new T2040 Metropolitan Transportation Plan
- Employed a consultant for travel demand model support and completed the review and update for the model network and traffic analysis zones, used the model to run network/development scenarios, and incorporated that information into T2040
- Worked with the T2040 Advisory Committee, the Technical Advisory Committee, the Regional Transit Advisory Committee TAC, the RTAC, the Bicycle Advisory Committee, various concerned groups and stakeholders, and many concerned citizens to complete the new Transportation 2040 Metropolitan Transportation Plan (T2040 Plan)
- Attended staff level meetings and worked for the April 2013 completion of the KDOT sponsored 5-County Regional Transportation Study – Phase 2 covering Douglas, Johnson, Wyandotte, Miami and Leavenworth Counties
• Managed the consultant team working on the Multimodal Studies Project (Commuter Park & Ride Study, Fixed Route Transit and Pedestrian Accessibility Study, Countywide Bikeway System Plan) and completed draft final reports for that special study.

• Worked with the Bicycle Advisory Committee to distribute Bicycle Rideability Maps, participate in Bike Month activities, successfully complete the 5th annual bicycle and pedestrian count, approve a 2013 BAC Work Plan, and did bikeway system planning work countywide.

• Engaged in conversations about bicycle and pedestrian planning with other local groups including the KU Bicycle Advisory Committee (KU-BAC), Lawrence Area Neighborhoods (LAN) Community Sidewalk Taskforce (CST), LiveWell Lawrence-Healthy Built Environment Work Group, and the Chamber of Commerce-Senior Council.

• Continued discussions with the Lawrence Public Works Department concerning the update of the pedestrian facility inventory and the creation of a new pedestrian facility plan in 2014.

• Worked with the Regional Transit Advisory Committee (RTAC) and other groups interested in transit issues and the Lawrence Transit staff to review the recommendations from the Multimodal Studies Project and to incorporate those recommendations into the region's transit planning efforts, and

• Attended several Coordinated Transit District #1 meetings and worked with paratransit operators in Douglas County to identify issues involved with improving paratransit coordination and to implement the recommendations from the Coordinated Public Transit-Human Services Transportation Plan (CPT-HSTP).

Planning Priorities for 2014

As noted on the following pages, the MPO staff has many work tasks to complete in 2014. Some of those tasks are ongoing items, such as MPO program administration and completing a new work program for the coming year. Other tasks are things that need to be done periodically but not every year, such as reviewing and updating the Regional ITS Architecture.

Starting in 2011 the focus of the MPO staff work shifted from getting the new MPO (re-designated on December 8, 2008) running smoothly to making progress on preparing new required MPO documents that fully meet all federal planning regulations. That continued through early 2013 with the development of the new MTP called Transportation 2040. At this time all of the required MPO documents are in place and meet current USDOT transportation planning regulations. For 2014 the Lawrence-Douglas County (L-DC) MPO is entering its next stage of growth where it can concentrate on doing some projects that it could not spend much time on before while it was busy getting all the required MPO documents up to date.

In 2014, the MPO will focus its attention on special studies like the implementation of recommendations from the Multimodal Studies Project, the start of an update of the regional ITS architecture, participation in the Safe Routes to School Planning process, and the creation of a new regional pedestrian facilities plan.

The MPO will also focus on doing things it has not done before like working with its planning partners to measure the performance of and compiling data for all travel modes (bicycles, sidewalks, transit, and roadways). This will be a change from past practice where the focus of MPO work was on measuring roadway congestion for motor vehicles only. The development of a...
wider array of performance measures for the transport system will be a priority for the next few years as the MPO and its planning partners adjust to the new planning standards created after the passage of the new MAP-21 federal transportation act. The focus on all travel modes and performance measures for all modes may become more intense in the next few years if the region is classified as non-attainment for ozone. In 2016, the next Bicycle Friendly City application for Lawrence is due to the League of American Bicyclists, and some of the work towards more serious planning and investment in bike-ped facilities may help the City’s chances of maintaining that bike friendly status. Needless to say, the MPO staff will be doing additional multimodal planning in 2014 and probably 2015 and 2016 as well.

However, even as the MPO turns in 2014 to focus on many projects that are increasingly multimodal in scope, the region will be having three major road network improvements complete their design stage and move into implementation. Those major projects are the new diverging diamond interchange at the US-40/K-10 junction, the new K-10 interchange with Bob Billings Parkway, and the South Lawrence Trafficway. On top of that the MPO staff, with help from its planning partners, will review all access management related regulations in the county and create a single source document where all of those regulations can be found together. In 2014, the MPO staff will also be engaged in updating the Transportation Improvement Program to a new 2015-2019 version, and MPO staff will continue to make improvements to the more routine MPO processes (grant tracking, billing, staff management, public participation and information, etc.).

Anticipated Major Planning Activities for 2014

Program Support & Administration
- Continue administrative support for the MPO program and related committees served by MPO staff
- Complete and approve a 2015 Unified Planning Work Program
- Continue to provide transportation related training opportunities to the MPO staff
- Continue to offer intern opportunities to students interested in transportation planning

Short Range Transportation Planning
- Complete a Transportation Improvement Program (TIP) update to create a new 2015-2019 TIP
- Continue to quarterly review and amend the Transportation Improvement Program as needed
  - Review KDOT and local government roadway access management policies, compile and compare those policies, determine how those policies affect the MPO work to create an efficient and safe multimodal transportation system, and create a single report for all access management related regulations used in Douglas County

Long Range Transportation Planning
- Continue travel demand model training for MPO staff and build basic in-house capabilities to maintain the model (this activity will include staff time spent on self-guided training using TransCAD documents and may also include training workshops)
• Work with MPO planning partners to make adjustments to the MPO documents and processes to address the new MAP-21 requirements for performance measuring and asset management

• Work with the MPO planning partners to monitor the progress on constructing new road links and other major roadway improvements

• Work with KDOT to design and implement a program to inform the state’s and the region’s freight community (major shippers and carriers) about the transportation planning process and invite them to become involved and share their concerns with the MPO and KDOT staffs and become involved in the 3-C planning process

• Manage the close-out of the consultant contract for the Multimodal Studies Project (Commuter Park & Ride Study, Fixed Route Transit and Pedestrian Accessibility Study, Countywide Bikeway System Plan) and work with the TAC and other MPO committees and local officials to approve and implement the MMS Plan and its recommendations

• Complete the RFP and hiring process for getting a consultant under contract to update the Regional ITS Architecture and manage that consultant project (this project will begin in the second half of 2014 with partial funding for this ITS update programmed in the 2014 UPWP and the remainder of its funding programmed in the 2015 UPWP)

• Continue to work with the Bicycle Advisory Committee to review and update the Bikeway System Map and Bicycle Work Plan as needed, attend Bike Month activities to provide bikeway system planning information and help increase awareness of cycling as part of the multimodal transport system, discuss and complete the next update of the Bike Rideability Map, conduct the 6th annual MPO bicycle and pedestrian counting program, and participate in other bicycle and pedestrian related planning activities as needed and staff time allows

• Continue previous work and complete work on the creation of a Regional Pedestrian Plan that includes strategies for making pedestrian facility investments and for confirming the importance of the walking environment in the multimodal transportation system

• Incorporate Complete Streets principles into MPO documents and processes, and assist local governments with incorporating Complete Street ideas into their development codes and infrastructure standards

• Participate in the Safe Routes to Schools Planning process

Public Transportation Planning

• Continue to participate in transit planning meetings and assist the City of Lawrence and the University of Kansas staffs with planning for the continued coordination of the Lawrence T-Transit and KU On Wheels operations into one highly coordinated citywide transit system meeting the needs of the general public and the KU community; and participate in the Transit Center Location Analysis Study and its implementation process as requested by transit officials and as MPO staff time allows

• Participate in planning efforts by KDOT, MARC and others to study commuter transit feasibility between the Topeka, Lawrence and the Kansas City Metro Areas and participate in the discussions for implementing recommendations from the I-70 Corridor Transit Feasibility Study

• Discuss paratransit issues and challenges with specialized transit providers in Coordinated Transit District-1 and assist those providers with incorporating paratransit topics into MPO
processes and documents

- Continue the ongoing work to carry out the goals and objectives of the CPT-HSTP for Douglas County and work with the Regional Transit Advisory Committee (RTAC) to implement that paratransit plan.

Any and all of the MPO work tasks described on the following pages may be conducted with a combination of MPO staff, interns, part-time local government staff assigned to MPO duties, and/or consultants. Details about how each work task is funded are included in the UPWP budget at the end of this document.

1. PROGRAM SUPPORT AND ADMINISTRATION

1.1 MPO Committee Support

This work task includes all of the MPO staff time to provide support at MPO committee meetings, to prepare meeting agendas and minutes, and to conduct other activities directly related to supporting the MPO committees and making the MPO committee structure run smoothly. This task also includes staff time needed to develop and/or amend bylaws for MPO committees.

**Background:**

Since its beginning information in the early 1980’s the Lawrence-Douglas County MPO has had a Policy Board and a Technical Advisory Committee (TAC). Recently, the MPO created a Regional Transit Advisory Committee (RTAC) and added that group to the MPO committee structure. The RTAC committee focuses its attention on regional coordination of paratransit services. In a typical year the MPO staff supports several committee meetings (approximately nine Policy Board, ten TAC, and four RTAC meetings). The MPO staff also supports other ad-hoc committees like the T2040 Advisory Committee that assisted the MPO staff with drafting the T2040 Plan. The MPO staff also supports and/or attends other committees (Air Quality Advisory Committee, Bicycle Advisory Committee, etc.) that are not official MPO committees but are related to the 3-C MPO planning process. MPO staff time spent on those other committees is not covered under this task but is covered under other tasks listed later in this document (Bicycle and Pedestrian Planning, Air Quality, etc.).

**Objectives:**

- To provide staff support services to the MPO Policy Board, TAC, RTAC and other official MPO committees, and encourage communication within and between those groups.
- To monitor state and federal funding initiatives and legislative activities, report those activities to the TAC, RTAC and MPO Policy Board as appropriate, and assist with the preparation of responses to those state and federal proposals.

**Work Products:**

- Meeting agendas, minutes and supporting documents for MPO, TAC, RTAC, and other official...
1.2 Unified Planning Work Program (UPWP) and Grant Management

This work task includes the development of the annual UPWP for the coming year. The MPO staff will confer with MPO Policy Board and TAC members to begin the UPWP development process during the summer each year and produce a UPWP for MPO approval by the end of November. The MPO staff will also prepare any needed UPWP amendments under this work task. During 2014, a UPWP for 2015 will be produced and any needed amendments to the 2014 UPWP will be completed. Time spent on quarterly billing report preparation, other duties associated with documentation needed to track the use of the CPG funding, and the creation of quarterly progress reports will be included in this task. This task includes the administration and tracking of all direct expenses for MPO activities (travel, equipment and supplies, printing, training fees, etc.) that are not specifically listed under another task.

The City of Lawrence is the host agency for the MPO. The full-time MPO staff consists of two employees housed within the Lawrence-Douglas County Planning & Development Services Department (PDS). In addition to providing that full-time MPO staff, the City also provides MPO staff support for administrative, GIS, and land use planning services. Various City Departments (legal, finance, information systems, city manager, PDS, public works, etc.) also provide support services for MPO operations as needed. Those support services are coordinated through the PDS Director who also serves as the MPO Secretary. Currently the MPO directly bills KDOT for the hours of two full-time MPO staff (Todd Girdler and Jessica Mortinger) as well as for a small percent of staff time spent on MPO work by selected City staff (PDS Director/MPO Secretary-Scott McCullough and GIS Planner-David Guntert). For 2014 the MPO also plans on using an intern (or possibly two interns) managed by MPO Staff for work on bicycle and pedestrian planning assignments and other activities.

Background:

The MPO has produced an annual work program to meet federal MPO regulations since its original designation in 1982. During the course of using federal planning funds for the last thirty years the MPO has produced numerous billing and progress reports related to the UPWP. The MPO has also amended UPWP documents as needed. The MPO often makes a mid-year amendment to the UPWP to reflect hourly labor rate changes and to re-allocate staff time among work tasks.
**Objectives:**

- To create and maintain a work program for the MPO staff and MPO program
- To provide assistance to the MPO for the administration of Consolidated Planning Grant (CPG) funds used for MPO operations
- To focus MPO staff and funding resources along with support services from planning partners and the host agency so that all of the required MPO documents (MTP, TIP, UPWP, PPP, etc.) stay current and the MPO remains in compliance with USDOT metropolitan planning regulations

**Work Products:**

- 2015 UPWP (sent to TAC in September or October and approved by the MPO in November or sooner)
- Amendments to the 2014 UPWP (as needed)
- Quarterly Progress and Billing Reports for KDOT (January, April, July, October)
- 2013 MPO Annual Performance & Expenditure Report (used by FHWA/FTA and KDOT in closing out 2013 CPG grant – sent to KDOT in March)
- CPG agreement documents that support MPO operations (created and signed annually with supplemental agreements approved as needed)

**Unified Planning Work Program (UPWP) and Grant Management – Budget: $7,984**

**Staff Budget: $15,969**

### 1.3 General Administrative Activities

This work task includes many general administrative duties and various other items needed to support the MPO staff as they conduct the 3-C process. This task includes the administrative duties to manage staff and funding resources within the context of the City budget and manage the support from planning partners that are not specified under any other work task in this document.

The administration of MPO staffing activities (hiring, evaluations, etc.) along with the administration of routine general office supply and equipment purchases are part of this work task. The process of hiring consultants for the MPO and administration of their contracts is also handled under this task unless specifically listed under another task.

**Background:**

Since its inception in 1982 the Lawrence MPO has been staffed and housed by the local governments in the area. Along with that arrangement are certain advantages and disadvantages at times, but most small MPO operations function well because they have a local host partnership. The MPO staff has several duties that keep that partnership healthy and fall into this work task. All of the activities to administer the MPO program through that host agency relationship, and all other administrative duties that do not neatly fit into one of the other work task in this UPWP are covered under this task.

*Amended by the Lawrence – Douglas County Metropolitan Planning Organization on October 16, 2014*
Objectives:

- To provide overall management of the Continuing, Comprehensive and Cooperative (3-C) transportation planning process
- To provide funding and administrative assistance for the MPO procurement and management of approved contracts for professional services and other items not specifically listed under another work task in this UPWP
- To review federal and state policies and guidance regarding metropolitan transportation planning and incorporate changes as necessary into the MPO processes and documents
- To coordinate with and provide support to local governments in the region in developing project proposals for state and federal transportation funding

Work Products:

- MPO section of the 2013 Planning & Development Services Department - Annual Report (drafted by MPO staff and sent to the PDS Director in February or March)
- Various correspondence with FHWA, FTA, KDOT, and local city/county officials regarding the administration of the MPO process (as needed)
- Grant applications for any special funding outside the annual work program and grant writing assistance to other agencies in the region seeking federal or state assistance for transportation projects (as requested and MPO staff time allows)
- Acquisition of equipment and supplies to support transportation planning activities (as needed)
- Purchase and administration of professional services to provide staff training and/or other professional services (as needed and staff time and funding allows)

General Administrative Activities

**Staff Budget:** $13,048

This amount represents the staff time used for these activities.

**Equipment & Supplies Budget:** $11,000

This amount represents the non-staff costs for supplies and equipment. For 2014 the MPO staff is planning on purchasing office furniture and equipment. The current office furniture and file cabinets in the MPO staff offices are old and not ergonomically constructed or situated. That furniture needs to be replaced to enhance staff efficiency and comfort, and to provide a space for the MPO intern to work. This amount also includes funds for the purchase of a laptop computer, and partial MPO funding for a plotter and monitor. A desktop computer ($900 with MPO funds), a laptop computer ($1,000 with MPO funds), and office furniture for full-time MPO staff ($3,450 with MPO funds. The MPO will also supply partial MPO funding for a new plotter ($10,000 with the MPO and City both paying $5,000), a new monitor for the MPO Secretary ($500 with the MPO and City both paying $250), and a new chair for the MPO Secretary ($800 with the MPO and City both paying $400).

Amended by the Lawrence – Douglas County Metropolitan Planning Organization on October 16, 2014
Software Fees Budget: $700

Software Fees Budget: $400

This item includes fees for online mapping services needed to complete MPO projects like the Regional Pedestrian Plan.

1.4 Public Participation Plan (PPP)

This task includes the creation, update, and implementation of a public participation process, the Public Participation Plan (PPP), and related documents and procedures for the MPO. 

**Background:**
Between 2009 and 2011 the MPO produced PPP related documents including the Limited English Proficiency (LEP) Plan and the Title VI Program Manual. In March 2012 the MPO approved a new PPP that was completed to facilitate the 2012 public participation program leading to the 2013 update of the MTP. That 2012 edition of the PPP was used to complete the new T2040 Plan. During the second half of 2013 the MPO made updates to its Title VI related documents (PPP, LEP Plan, and Title VI Program Manual) as needed and requested by KDOT to address the latest Title VI regulations and program guidance for MPOs from the FHWA and FTA. Those updates were made by MPO staff in consultation with KDOT staff. That set of changes includes a program for the MPO to collect and maintain a demographic profile for the region and a public participation database documenting the public involvement process. A review of those public participation documents revealed that some updates to the Title VI program manual were needed, and the MPO approved an updated version of that document on November 21, 2013. Since 2009, the MPO has significantly improved its online presence and, in efforts supported by the City of Lawrence, the MPO staff updates the web content hosted on www.lawrenceks.org/mpo.

Since 2009, the MPO has significantly improved its online presence, and in efforts supported by the City of Lawrence, the MPO staff updates the MPO web content hosted on the City’s web site. The City provides phone, website hosting, internet support services, and technical support for maintenance of the computer hardware and software used by the MPO staff and required for public participation activities.

**Objectives:**
- To produce and maintain a PPP document for the MPO that meets all federal planning regulations
- 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

**Work Products:**
- Updates and improvements to the MPO website (ongoing)
- Implementation of the PPP and review of public comments received about the MPO processes and documents (ongoing)
- Reports and/or information related to the effectiveness of the public participation tools used by the MPO (as needed)
- Assessment of and updates to the PPP document (scheduled for late 2014 if Title VI Program
Manual and related reports and/or information related to the effectiveness of the public participation tools used by the MPO as needed

- Review and update of the Title VI Program Manual and related documents (as needed)
- Processing of any Title VI complaints received in accordance with our Title VI Program Manual (as needed)
- Processing of any requests for translation services from LEP persons in accordance with our LEP Plan (as needed)

Public Participation Plan – Staff Budget: $5,981
This amount represents the staff time used for these activities.

Advertising of MPO Documents and Processes Budget: $500
This amount represents the cost of required advertising in the local newspaper for updates and/or amendments to MPO documents or processes.

1.5 MPO Education and Staff Training

This task includes staff time spent to provide educational materials and information to MPO committee members, and staff time spent to produce educational materials explaining what the MPO is and what it does. Training time for MPO staff is handled under this task unless specifically noted under another task.

Background:
The MPO staff routinely meets with new members appointed to MPO committees and asks those new members if they have any questions about their new position and/or need any information about the MPO. Staff provides information to new members as requested and directs new members to websites where they can learn more about what the MPO does and how it needs to perform its regional transportation planning functions.

Similar to previous years, the MPO staff plans on attending the types of workshops, conferences, and training sessions noted below as staff time and funding allows:

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

Objectives:

- To provide training opportunities and funding for MPO staff so that they can learn more about transportation planning and the MPO process
- To obtain and/or 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

**Work Products:**
- Training for MPO staff (as needed and as UPWP budget allows)
- Education of MPO committee members by MPO staff (ongoing and as requested)
- Training related to new and/or revised issues raised by the passage of the federal surface transportation act called Moving Ahead for Progress in the 21st Century or MAP-21 (this is a high priority for 2014 and will be ongoing throughout the year)

**MPO Education and Staff Budget: $9,343**
This amount represents the staff time used for these activities.

**Online Training - Budget: $8,041**
This amount represents the staff time used for these activities.

**Equipment and Supplies - Budget: $6,000**
This amount represents the non-staff costs for supplies and equipment. For 2014 the MPO staff is planning on purchasing new office furniture and equipment. The current office furniture and file cabinets in the MPO staff offices are old and not ergonomically constructed or situated. The MPO offices also need to be reconfigured to provide a work space travel demand modeling to be done and for the MPO intern to work. This item also includes fees for online mapping services needed to complete MPO projects like the Regional Pedestrian Plan and public participation efforts for the Metropolitan Transportation Plan.

This amount represents the cost of memberships and/or fees needed to obtain online training.

**Workshops, Conferences and Training - Budget $2,000: $900**
This amount represents the costs of sending MPO staff to training activities. For 2014 the MPO staff plans on attending one or two out of region but in state conferences (e.g., KAMPO conference, Kansas APA conference) and possibly one overnight training event in a city within driving distance. Training events within driving range held within Kansas or adjoining states.
### 2014 Budget for the Program Support & Administration Work Category:

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### 2. SHORT RANGE TRANSPORTATION PLANNING

This work category includes MPO 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 tasks included under this category typically produce products that are used on a routine basis and are things that you can see the results of in a short time period after adoption. The work done under this category typically has more immediate impacts on people and projects than the work done under the Long Range Transportation Planning category. The work done under this category is often the implementation step to the policies set forth in the Long Range Planning documents. For example, the recommended transportation improvements outlined in the T2040 Metropolitan Transportation PlanMTP are implemented through programming funds in the Transportation Improvement ProgramTIP.

Amended by the Lawrence – Douglas County Metropolitan Planning Organization on October 16, 2014
2.1 Transportation Improvement Program (TIP)

Background:
During 2010 and 2011 the MPO overhauled and improved the TIP document to meet all federal planning regulations for TIP content and development. The result of that effort was the 2012-2015 TIP approved on October 20, 2011. That document includes an Environmental Justice (EJ) analysis, discussion of the Operations & Maintenance (O&M) funding for the region’s transport system, an improved project table format, standardized project submission form, and several other improvements. It also includes a quarterly TIP amendment schedule that is coordinated with the Statewide Transportation Improvement Program (STIP) amendment schedule produced by KDOT. The 2012-2015 TIP also changed the duration of the TIP from five to four years to address FHWA staff comments and to match the federal requirement for a four-year TIP period.

The MPO staff and TAC expect to make some TIP amendments quarterly as needed and to fully review and consider a full update of the TIP every two years even though federal regulations only require a full update every four years. The MPO staff expects that a TIP update more often than federally required will keep the number of amendments to a manageable size. With all of the TIP updating work done in 2011, the MPO staff did not do much more than routine amendments in 2012 and 2013.

For 2014, a full review and update of the TIP document is scheduled and a new five-year TIP covering the 2015-2019 period is expected to be completed by mid-year and approved in September. The MPO is shifting back to a five-year TIP period to address KDOT staff comments and to make its TIP consistent with the other TIP documents in Kansas and approved by the end of the year.

Objectives:
- To program, schedule and prioritize all regionally significant and/or federally funded transportation improvement projects that are consistent with the Metropolitan Transportation Plan (T2040 Plan) and are within the financial capacity of the community through the development of a TIP
- To develop and maintain (through amendments and revisions) a TIP that implements the T2040 Plan recommendations and addresses mobility issues raised in that plan
- To develop a detailed and financially realistic program of transportation projects drawn from all elements of the community that is consistent with the current MTP (T2040 Plan)
- To ensure opportunities for public input, review, and comments related to the development of 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 TAC and transportation project sponsors to review proposed projects and determine which ones need to be listed in the TIP
- Work with the TAC and other interested groups to draft needed amendments or revisions to the
current TIP so that projects are not delayed due to TIP issues

- Work to educate MPO members and local transportation project sponsors about the TIP development process and MPO planning programs
- Complete a list of projects for which federal funding was obligated in Douglas County within the previous federal fiscal year and post that list on the MPO website and/or publish it as part of the next TIP update or amendment
- Create a new 2015-2019 TIP to replace the 2012-2015 version during the 2014 program year
- Work with the local transit operators to ensure that the TIP includes a Program of Projects (POP) that is required by the FTA for the use of federal transit funding

Work Products:
- New 2015-2019 Transportation Improvement Program (completed and approved by September 30th, 2014)
- TIP updates, amendments and/or revisions (as needed)
- Annual list of transportation projects with obligated federal funds for the last federal fiscal year (compiled in the Fall and due for posting on the website by December 31st)

Transportation Improvement Program (TIP) - Staff Budget: $19,460,21,263,20,433

2.2 Current Planning - Support and Coordination

Background:
The MPO staff attends weekly case review meetings with staff from the Planning & Development Services (PDS) Department and other local government departments and utility companies to stay informed about land developments that could have significant impacts on the region's multimodal transportation system. The MPO staff works closely with the Lawrence Traffic Engineer and other local officials to review and comment on proposed land use changes and major projects that will generate large traffic volumes and impact surrounding roads. That activity is useful in forming a connection between the regional MPO planning staff and the land use planners and engineers overseeing various land developments in the region. The MPO staff is often asked to review traffic impact studies for larger developments and provide comments to the case planners.

The MPO staff routinely reviews site plans to make sure that all users of the development, regardless of travel mode choice, are afforded safe and convenient mobility to and around the site. This means that MPO staff looks at development plans to ensure that people arriving by transit and non-motorized means, as well as by car, will be accommodated and that the required provisions for all modes are made a part of the final development plans. Encouraging multi-modal access to new and redeveloped sites in the region is one of the ways the MPO coordinates the goals of the T2040 Plan with the local land use planning process. This multimodal perspective in project reviews will continue through 2014 and beyond.
Objectives:
- To educate MPO staff about the proposed land uses in the region and their impacts on the regional transportation system
- To educate local land use planners about the regional transportation planning activities and provide a regional planning context for a more thorough review of proposed land use changes
- To provide an opportunity to share ideas and concerns between MPO and local land use planning staff in order to strengthen the connections between land use and transportation system planning
- To provide an MPO perspective about transportation issues and provide information on how land use changes impact the regional transportation system and offer comments on proposed land development projects
- To help make the review of land development projects more sensitive to the multimodal mobility concerns addressed by the MPO and discussed in MPO documents

Work Tasks:
- Attend case review meetings and offer comments on proposed land use changes that will impact the regional transportation system, present a regional MPO perspective on proposed projects and their impacts on the transportation system, and learn about land use planning work being done in the region
- Work with local and state government officials to provide comments about land use changes that are capable of having noticeable impacts on the regional transportation system, and to work with public officials and project developers to make project changes, as needed, that minimize the project’s 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
- Provide comments on various local and state projects that will have impacts on the regional transportation system and present recommended changes that will minimize the project’s impacts on the transportation system
- Provide recommendations for development code changes that can assist our region with moving toward developments that are more accommodating of all travel mode choices and reflect Complete Streets principles

Work Products:
- Improved knowledge of land use planning efforts underway in the region and proposed land development projects that will impact the regional transportation system (done routinely as part of the weekly case review meetings)
- Review and comments on the planned land development projects that may significantly impact the regional transportation system (done routinely as part of the weekly case review meetings)
- Review and comments on traffic impact studies for proposed land developments (within two weeks of receiving the TIS)
Recommended changes to the development codes used in the region (as discussed with and/or requested by the PDS staff)

Current Planning – Support and Coordination – Staff Budget: $5,788,256,117,342

2.3 Access Management – Plans, Guidelines and Standards

Background:
Over the last few years the MPO staff has, as time allowed, reviewed local land use regulations and plans, and reviewed MPO policies and plans regarding access management and roadway operations. This task is designed to consolidate all of the access management related guidelines and standards used in the region into one place so that access management can be more easily incorporated into the review of land development projects. This task will also help the public and local leaders better understand what access management is and how it is used to help the region’s transportation system remain safe and perform efficiently. The MPO staff plans on working on this activity in 2014 and finishing this activity by the end of the year. This task will be completed with the assistance of interns and may be done with assistance of other part-time City staff assigned to help the MPO with this task.

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 those 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 in a coordinated fashion and/or so they can be understood and maintained more easily
- To work with other local government officials 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 that publication as a tool to educate the public and public officials about the importance of access management policies
- To work with state and local officials to review and create new local codes dealing with access management issues and to coordinate those codes with MPO goals to create a multimodal transportation system that protects the operational integrity of the arterial and collector street systems

Work Tasks:
- The MPO staff will work with local and state officials to review existing land use and transportation plans and development codes, and identify all of the access management related items in those documents (this will include a review of KDOT’s recently updated Access Management Policy which would apply to KDOT routes in the region as well as the KDOT connecting links through cities)
• The MPO staff will lead the effort to update and consolidate all of the access management regulations into one document that will display the existing access management codes now scattered throughout several different plans and codes.

• The MPO staff will manage interns and/or part-time staff assigned to this work task.

**Work Products:**

• Inventory of access management related guidelines and standards found in plans and development codes used in the region (completion by July 31st)

• New access management guidelines and standards publication that can be used easily by the public and transportation professionals, and that shows the hodgepodge of access management rules now found in various code books and plans (draft ready for local government approvals and use by December 31st)

**Access Management – Plans, Guidelines and Standards - Budget: $15,967**

### 2014 Budget for the Short Range Transportation Planning Work Category:

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### 3. LONG RANGE TRANSPORTATION PLANNING

The Long Range Transportation Planning Work category includes: major studies that set the future vision for surface transportation (roadway, transit, bikeway, pedestrian) corridors and areas, regional policy setting documents like the MTP, and other important planning efforts designed to create multimodal 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 activities typically have broader scopes (e.g., they look at an entire urban street system rather than just a few intersections) and/or they have longer time horizons (e.g., they look at what needs to happen over the next two decades instead of just what could occur in the...
next five years). Under this category there are six tasks that provide the framework for the MPO staff and the public to participate in the discussion of how our region’s multimodal transportation system is going to look and how it will function now and in the future. These tasks are described below.

3.1 Regional Travel Demand Model & Data Development

**Background:**
The travel demand model for the Lawrence Douglas County Metropolitan Planning Area (L-DC MPA) was created by KDOT staff with assistance from the MPO staff and is used in the development of the Metropolitan MTP. The current 2013 model used for the T2040 Plan is in the TransCAD format and is housed in the MPO office. Copies of this model are housed in the Lawrence computer network and with the MPO’s latest modeling consultant. KDOT and MPO staffs discussed moving this model and some basic model maintenance capabilities from KDOT to MPO responsibility for the last few years. In preparation for that model move, the MPO approved a consultant modeling contract in 2010 and used its consultant through early 2013 to upgrade the model and provide some limited modeling training to the MPO staff. MPO staff training for the basic maintenance of the model was conducted in 2012 and early 2013. On March 31, 2013 the MPO contract with its modeling consultant expired. That modeling consultant was also used over the last three years to coordinate the Lawrence-Douglas County L-DC MPO model with the model developed for the 5-County Regional Transportation Study. During the development of the 5-County model the Lawrence model was expanded to cover all of Douglas County. The 5-County model covers Douglas, Wyandotte, Johnson, Leavenworth and Miami Counties.

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**The MPO staff plans to use some staff time to train on its TransCAD model in 2014 and 2015 in order to become proficient at handling routine requests for model output information and to handle routine changes to the model (e.g., adding a new collector street link, changing link TAZ attributes, etc.). The necessity of our small MPO staff also plans on attending a TransCAD workshop in the foreseeable future in order to improve their modeling knowledge (most can expect to have each year is likely in late 2015 or 2016 as work begins on to be limited to the model for the next MTP update). All of that staff training will be useful in creating a new model for the next MTP update. However, the simplest modeling task. The necessity of our small MPO staff plans on hiring a modeling consultant on a periodic basis to upgrade and improve our model and to run it for scenario building during the MTP update cycle (2016-2017) will continue indefinitely. The reasons for needing to train on TransCAD enough to become comfortable with it and understand what it does as well as what it does not do well but still hire a modeling consultant to work on the model during MTP updates are simple. During those MTP update periods the MPO staff will be busy running the public participation program, drafting the text for the new MTP, working with planning partners to obtain and analyze updated data (land use, employment, traffic accident, fiscal, etc.), and working on everything else related to developing a new MTP. Our small MPO staff will not be able to do all of that MTP work along with all of the modeling work at the same time. Contracting out the modeling part of an MTP update will allow the MPO to work more scenarios and work them faster so that the model can be discussed more often and earlier in the MTP update cycle. That contract modeling expertise will also allow the MPO to have its model updated and have an expert troubleshoot its model on a five-year cycle and have desired improvements installed (e.g., more user-friendly interface screens for data input and revision).

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In order to keep the regional travel demand model relevant the MPO staff must create and...
maintain a network map showing all of the roadways to include in the model and the traffic analysis
zones that are used to bring land use and socioeconomic data into the model. Although the model
results are only used extensively every few years to run scenarios in preparation of a new MTP, the
socioeconomic database for the model needs to be kept up to date on a routine and ongoing basis.
The maintenance of the database includes things like adding new road segments as they are built and
updating Census data used in the model as new data is published. Having a regional travel demand
model provides an objective tool to use in transportation planning and investment decisions.

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

At this point, the MPO staff in 2014 will be using some small amount of time to train on
the model and maintain it. However, that is not to imply that the Lawrence-Douglas County TDM
will not be used and/or updated in 2014. The KDOT is in the process of hiring a consultant team to do planning and design work on the West Leg of the South Lawrence
Trafficway (K-10 Highway). The consultants pursuing this contract with KDOT have contacted the
MPO staff to ask about our model. It appears that the consultants want to use the MPO model as
a starting point for creating their model to project traffic demand on the new widened section of
K-10. That being the case the MPO model may be used and possibly updated by KDOT
consultants in 2014 or 2015, and if that is done then a new updated model may be returned to
the MPO which can then use that version as the starting point for their MTP related modeling in
2016 and 2017.

Objectives:

- To maintain the travel demand model and associated data files
- To maintain a geographic information system (GIS) capable of addressing transportation
  planning analysis needs
- To use modeling and its data to facilitate community dialogue concerning regional
development and transportation goals, and to evaluate land use and transportation system
  scenarios
- To use models and data to evaluate land use and transportation system scenarios
- To use models and data to communicate development changes and their projected impacts on
  the transportation system to elected officials, business leaders, civic groups, community
  organizations, land developers, 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 travel demand model in the creation and maintenance of the MTP

Work Tasks:

Amended by the Lawrence – Douglas County Metropolitan Planning Organization on October 16, 2014
**Work Tasks:**

- Respond to transportation model inquiries and data requests from citizens, public agencies, consultants, elected and appointed officials, MPO members, and the media as staff time and modeling abilities allow.
- Maintain and update existing economic, demographic, land development, and other geographic databases useful in transportation planning.
- Update and maintain the regional TDM so that it can be used to update the MTP every five-years in a timely manner.
- Review and utilize demographic data as part of the metropolitan transportation planning process and use Census data (updated as needed) as inputs to the regional travel demand model.
- Review and revise as needed the regional travel demand model road network and traffic analysis zone structure (for 2014-2016 this task is likely to be limited to updates to add new road segments and split TAZ boundaries as needed to reflect recently changed land development intensities and/or patterns).
- Discuss new land use/transportation network scenarios to model for the next MTP update due in early 2018 with modeling work to start in 2016 (for 2014 this task will be limited to discussions of new scenarios reflecting changes in transportation network operations related to the SLT completion and other major road projects along with their related changes in land use; changes to local land use plans related to major developments like Rock Chalk Park will also be discussed).
- MPO staff training time needed to gain proficiency in how to run basic TransCAD operations sufficient to allow the MPO staff to update the model road network and retrieve model results for particular locations (this task will be ongoing throughout 2014-2015 as MPO staff trains on the TransCAD software and the Lawrence model – this activity will include MPO staff time and may include training workshops).
- Work with City, County and KDOT officials to compile transportation safety data and decide how to use that data in MPO documents and processes.

**Work Products:**

- Model analysis of regional roadways, areas, and/or developments in response to data requests (ongoing).
- Transportation infrastructure, land use and density, and socioeconomic information, and other data acquired from outside sources and/or produced by MPO staff and used in the regional travel demand model (ongoing).
- Updated GIS mapping that reflects the latest regional travel demand model outputs and travel demand levels used in the latest MTP update (periodic as the MTP is updated)
- Monitoring and updates of employment and dwelling unit projections for TAZ level input into the model (periodic as the MTP is updated).
- Travel Demand Model training and experience for the MPO staff (ongoing activity).
- Updated regional TDM for Douglas County that is used in MTP updates and other studies that need future traffic projections for major routes in Douglas County (this is done at
least once every five years as part of the MTP update process or more often as desired to reflect major land use developments and/or major roadway network changes – for 2014 the MPO staff does not plan on making any updates but may work on this activity to coordinate with changes made by the KDOT consultant)

Regional Travel Demand Model & Data Development -Staff Budget: $12,103,577

Travel Demand Model – on-call TDM consultant This amount represents the staff time used for these activities.

Consultant and MPO staff training Training Budget: $0

If requested, the MPO will provide a copy of its TDM to the KDOT for the consultant team designing the four-lane widening of K-10 Highway around the west edge of Lawrence. That consultant may make upgrades to the model and its input data, but that work will be paid for by KDOT.

TransCAD Software Maintenance Fee Budget: $1,200

This amount represents the annual fee required by Cambridge Systematics to maintain a license for using the TransCAD modeling software. This fee includes upgrades of this software and maintenance support.

3.2 Metropolitan Transportation Plan

Background:

In 2011, the MPO staff and Lawrence Communications Manager agreed that they would hire an intern to assist with MPO work tasks, and an amendment to the 2011 UPWP was approved to pay for that intern. That intern created a new graphic format for the MTP and compiled a transportation photo inventory used in stylizing the T2040 Plan. In 2012, the MPO budgeted for and hired two interns to assist with the public participation process and drafting of the T2040 document. The current T2040 Plan was a collaboration of MPO staff and interns working along with a travel demand modeling consultant and through a public participation process with input from various groups and stakeholders. One of those groups was the T2040 Advisory Committee which included a variety of officials representing and having expertise about different parts of the region’s multimodal transport system and land use issues in the region. That group along with other MPO and local committees helped the MPO staff draft the Transportation 2040 – Metropolitan Transportation Plan. The development of the T2040 Plan primarily used in-house existing local staff and volunteer resources with the consultant budget for modeling equal to about one-fifth of what the previous plan cost in consultant fees. The T2040 Plan replaced the previous Transportation 2030 document that was produced by consultants and approved in March 2008.

Amended by the Lawrence – Douglas County Metropolitan Planning Organization on October 16, 2014
It is important that the MTP be updated on-time and that the MTP development process includes a meaningful public participation process of sufficient length to give the public ample opportunities to comment on the MTP draft. For the T2040 development effort that public engagement process spanned most of 2012. As public comments were received and staff met with advisory committees, the draft T2040 Plan took shape. By the end of 2012 the MPO staff, standing committees, and the T2040 Advisory Committee were reviewing drafts of some chapters and some chapters were fully drafted and going through a final formatting process. The early part of 2013 was spent taking in final comments from the public and committees, and making final edits to the T2040 draft, and preparing it for the required formal 30-day public review period before MPO approval.

As part of the latest MTP update cycle from mid-2011 to early 2013 the MPO staff also worked with the TAC, KDOT staff and other local officials to review and update the Roadway Functional Classification Map for the Lawrence-Douglas County Region. That effort involved changes to some routes crossing into adjacent counties, and that necessitated MPO staff coordination with Shawnee and Jefferson County officials. Major reviews and updates to the functional classification map had not been done for many years and were not done in 2007-2008 with the creation of the Transportation 2030 Plan, so it was imperative that the map updates be made with the new T2040 Plan. The process of developing the T2040 Plan also included a review and update of the locally derived Major Thoroughfares Map (road functional classification map used by land use planners). The T2040 Plan clarified the difference between that local map and the MPO-KDOT-FHWA recognized Functional Classification Map.

Objectives:
- Update and maintain a MTP that is multimodal and meets all federal regulations for MTP content and development process
- Assist in integrating the MTP with the KDOT statewide long range plan
- Coordinate the recommendations found in the MTP with the transportation system recommendations found in other transportation plans produced by other agencies operating transportation facilities and/or services in the region (KDOT, cities, Douglas County, etc.)
- Maintain a Functional Classification Map for all public roadways in Douglas County that is approved by KDOT for MPO use, and coordinate the MPO road functional classifications with any locally produced road classifications that are used for land use and/or transportation planning within Douglas County
- Create and maintain a project selection procedure for including projects as recommended transportation system improvements in the MTP
- Continue discussions of ongoing transportation issues in the region and incorporate those issues into the MTP
- Continue the process of coordinating the development of the MTP with local land use, growth management, economic development, and other comprehensive plan elements

Work Tasks:
With the March 21, 2013 approval of the new Transportation 2040 MTP and a new Functional Classification Map, the MPO staff expects to make only needed amendments to the MTP in 2014.
Consequently, MPO staff time spent in 2014 on most of the MTP work task listed below will be minimal.

- Process any needed MTP amendments and ensure those MTP changes maintain a fiscally constrained MTP (for 2014 this will include making some work on a major amendment to the MTP to incorporate information and recommendations from the Multimodal Studies Project and the Regional Pedestrian Plan – that amendment will be approved in 2015)
- Update and maintain the MTP document so that it stays up to date and reflects the current status of the transportation system in the MPO area and stays in compliance with federal planning regulations
- Review statewide and national plans for transportation networks and confer with TAC members and KDOT staff to determine how the MTP can continue to be consistent with statewide and national plans
- Review and comment on transportation plans produced by other agencies covering Kansas and/or Douglas County and discuss with officials from those agencies how their plans and the MTP can be coordinated to have consistent recommendations for the transportation system in Douglas County
- Maintain and distribute the MPO/FHWA approved Roadway Functional Classification Map for the Lawrence-Douglas County - DC Region
- Review and note differences between the MPO/FHWA approved functional classification map and local functional classification maps used by local governments in the region
- Review the local government capital improvement plans in order to recommend needed transportation related projects for inclusion in the MTP, and work to coordinate the local CIP priorities for transportation system improvements with those system improvements recommended in the MTP
- Review public comments and comments from planning partners about the current MTP and comments about transportation planning issues in the region, and document those comments so that they can be reviewed and incorporated into the next MTP amendment or update
- Review the MTP and other MPO documents to ensure that the regional economic development goals and transportation system development goals are coordinated
- Review freight services and issues in the region and the KDOT Statewide Freight Study to determine how freight issues can be addressed in the MTP development process

**Work Products:**

- Comments on corridor studies, area plans, and other documents that discuss impacts to the region's transportation system and/or the MTP (as requested by PDS staff or other MPO planning partners)
- Amendments to the current MTP (as needed)
- Discussions among the MPO planning partners about MTP funding assumptions (as needed)
- Review of public comments received about the current MTP and transportation planning issues in the region and strategies for addressing those concerns (ongoing)
- Comments about the relationships between various comprehensive plan elements produced by the region’s local governments and the MTP, and strategies for improving the
coordination between those local comprehensive plans and the MTP (ongoing)

- Comments about transportation issues related to major land development proposals in the region and strategies for incorporating those concerns into the MTP (ongoing)
- Plans for engaging the freight community in the MPO process and strategies for obtaining their involvement in the development of the next MTP and other pertinent MPO reports (ongoing)

**Metropolitan Transportation Plan - Staff Budget:** $11,933,183

3.3 Special Studies

**Background:**

The MPO staff in the past has participated in corridor studies involving more than one county like the US-56 Corridor Management Plan which was jointly sponsored by KDOT and local governments and two MPOs (L-DC MPO and MARC) covering Douglas and Johnson Counties. That plan studied a 22-mile stretch of US-56 between I-35 near Gardner and US-59 south of Lawrence. That study is now complete, but the MPO staff still serves on the Corridor Advisory Committee. The MPO staff has also been involved with smaller scale local studies like the US-40/K-10 Interchange Area Transportation Plan covering a stretch of US-40/6th Street from George Williams Way in Lawrence to E 800 Road in Douglas County. The MPO has also been involved in large multi-county regional studies, most recently the 5-County Regional Transportation Study which covers transportation corridors in Douglas, Johnson, Wyandotte, Leavenworth, and Miami Counties. That large multimodal transportation study consisted of two phases and was completed in April 2013. The MPO staff will continue to review those studies and others related to transportation planning in Douglas County and incorporate the information from those studies into the Lawrence-Douglas County/L-DC MPO documents, policies and processes as appropriate.

An ongoing special study that the MPO had scheduled for completion at the end of 2013 is the Multimodal Studies Project. That special study is now scheduled for completion as completed and the project funding was closed out during the 2nd Quarter of 2014. The MPO staff has used considerable amounts of staff time in the January-April period this year to bring this study to its completion. That project consists of three parts: Commuter Park & Ride Study, Fixed Route Transit and Pedestrian Accessibility Study, and the Countywide Bikeway System Plan. In 2014 the MPO staff and committees will review recommendations from this project and coordinate this study’s results with other MPO documents and policies including a MTP amendment to incorporate Multimodal Studies information into the T2040 Plan. The review of the recommendations from the Multimodal Studies Project and discussions about how to implement those recommendations will constitute the bulk of special study work in the 2nd Quarter of 2014.

For the second half of 2014 the MPO will complete the process of hiring a consultant to update the Regional ITS Architecture, and that process of updating the ITS plan will continue into 2015. The MPO will need to use funding from both 2014 and 2015 to fund that project. The MPO completed its first ever Regional Intelligent Transportation Systems (ITS) Architecture in 2008.
and that document is now ready for a review and update. The MPO staff will refine a scope of work for this project and hire a consultant for this work during the second half of 2014.

In addition to the follow up from the Multimodal Studies Project and the start of the ITS Architecture update, the MPO staff may also participate in work on other special studies impacting the transport system in Douglas County during 2014 as staff time allows.

Objectives:

- To prepare plans for the development or redevelopment of specific areas or corridors located within the Lawrence-Douglas County (L-DC) 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 which: more accurately ascertain public needs or preferences; produce special studies that can complement the Metropolitan Transportation Plan as well as MPO policies and/or processes; and/or produce specialized information designed to address particular transportation planning related issues that are not addressed in other MPO work tasks
- To update other MPO documents like the ITS Architecture that are not specifically addressed in other UPWP work task and ensure that those special plans are updated in a timely manner
- To use information from previously completed special study projects to improve the MPO program and the region’s multimodal transportation system
- To take advantage of additional funding to best utilize local match dollars for special studies and work tasks

Work Tasks:

- MPO staff review of recently completed special studies (e.g., 5-County Regional Transportation Study, Multimodal Studies Project, etc.) and the incorporation of issues and recommendations from those studies into appropriate MPO documents including the Metropolitan Transportation Plan (MTP) and the Transportation Improvement Program (TIP)
- MPO staff work related to the hiring of a consultant to update the 2008 Regional ITS Architecture and management activities for the completion of that project
- The MPO staff will identify special studies that are needed to address special concerns or issues raised by the MPO Policy Board and/or Technical Advisory Committee (TAC) or other advisory committees during the course of the year. The MPO staff will then determine if staff time and/or funding is available to study those issues, and if so, the MPO staff will discuss possible UPWP changes with the TAC and MPO. With ample resources and MPO Policy Board approval the MPO staff will work on new special studies.
- The timely completion of special studies may be accomplished through the use of consultants and/or interns to assist the MPO staff. If the MPO decides to sponsor a special study and use consultant help then the MPO staff will administer the consultant contract through the City of Lawrence.
- Complete all reporting required for the administration of any local or other non-federal grants awarded to the MPO for work on Special Studies
Work Products:

- **Meetings and Updated plans** documentation of the MPO staff work on incorporating information from recently completed special studies affecting Douglas County into MPO documents including the MTP (ongoing activity)
- **Meetings and documentation showing MPO staff participation in ongoing special studies** (notes following study meetings and notes on the review of draft reports)
- Meetings and documentation showing the MPO hiring of and MPO staff management of the consultants for the Regional ITS Architecture Update and any other new special studies funded for work in 2014 (ongoing activity during the contract period for the consultant)
- Documentation of work accomplished for other special studies that address issues raised in the Metropolitan Transportation Plan and/or through the MPO process and authorized by the MPO (as work is accomplished)

**Special Studies – Staff Budget:** $19,516

This amount represents the staff time used for these activities.

**ITS Regional Architecture Update - Budget:** $45,000

The Regional ITS Architecture Update will span two years (2014 and 2015) with $45,000 budgeted for this project in 2014 and $35,000 budgeted for it in 2015 for a total project budget of $80,000.

3.4 Bicycle and Pedestrian Planning

**Background:**

The MPO has provided input and assistance to a number of on-road and off-road bicycle planning initiatives in Douglas County, and the MPO staff provides support for the Lawrence-Douglas County Bicycle Advisory Committee (BAC). MPO staff also reviews road construction projects and development plans for bicycle and pedestrian facilities, maintains a regional bikeway system map, and updates the Bicycle Plan as needed. During 2009, the MPO staff completed an extensive review and update of the bikeways shown on the Bicycle Facilities Map and renamed that map the Bikeway System Map.

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

During the third quarter of 2009, the MPO staff received training and organized the first ever bicycle and pedestrian count for Lawrence as part of the National Bicycle and Pedestrian Documentation Project (NBPD). This human powered travel data has since been submitted to the
NBPD Project on an annual basis. Subsequent rounds of bike-pedestrian counting were completed in 2010-2013 with counts in Eudora added in 2011 and counts in Baldwin City added in 2013.

During 2013, the MPO staff also discussed the acquisition of automatic bike-pedestrian counters, and after conferring with other planners and engineers that have used those counters during 2014, the MPO staff is now counters are considering purchasing counters inmade plans to order bike-pedestrian counters. Purchasing those bike-ped counters are now scheduled for 2014, 2015 or later. Acquisition of automatic counters will allow the MPO staff to collect 24-hour counts and conduct counts at remote locations where placing a lone person to take manual counts may not be desirable. Future comparisons of the manual counts to the automatic counts will allow the MPO to analyze the data and determine the peak hours for bike-pedestrian activity and to see if those times match the times predicted by the NBPD methodology. MPO staff will be able to use those counters to verify the manual counts and refine the counting methodology for Douglas County. MPO staff will also be able to use those counters to compare 24-hour counts of motorized and non-motorized traffic at selected locations. To date Lawrence, Douglas County, and Eudora officials as well as some local groups have expressed interest in using these counters. The MPO staff does plan to lend these counters out to its planning partners (city and county officials) after the MPO staff tests this equipment and gauges its performance.

The City of Lawrence is currently a Bronze Level rated Bicycle Friendly City (BFC) designated by the League of American Bicyclists. That status was last granted in 2012. As part of efforts to maintain and improve that BFC rating the MPO staff reviews project development plans to ensure adherence to requirements for bikeways, bicycle parking, and sidewalks. The MPO staff is also working to incorporate Complete Streets principles into MPO documents as well as local development codes and infrastructure standards in order to benefit all roadway users (pedestrians, cyclists, transit users, motorists). The 2013 Countywide Bicycle Plan (part of the Multimodal Studies Project) addresses many elements that will be fundamental to improving bicycle friendliness throughout Douglas County. In early 2016 the City will need to re-apply for its BFC designation with the League, and it is hoped that those efforts and other recent activities like the ones listed here under this work task will help Lawrence maintain or improve its bike-friendly rating.

Over the last five years the MPO staff and other local officials have sporadically worked on a Sidewalk Plan to inventory pedestrian facilities in the region and identify gaps in the sidewalk system. Work on pedestrian system planning has been spotty with sidewalk needs and conditions mostly being studied as part of larger corridor or project plans. A holistic system wide plan for pedestrian mobility around the region has not been successfully completed yet. However, several pedestrian issues have since been discussed recently as part of the growing Complete Streets discussions in and around Lawrence and as part of the Multimodal Studies Project.

Active transport has become a discussion topic both locally in the Lawrence Area and on the national level as the relationships between public health and transportation choices are talked about more often by more people and more elected officials. A complete assessment of the pedestrian/sidewalk environment in Douglas County still needs to be done, and with such sidewalk related discussion now taking place it is likely that 2014 and 2015 will be good years for serious efforts to complete a Pedestrian Plan for the region. With that in mind, the MPO staff plans to devote a significant amount of their time in the second half of 2014 to work on a Regional Pedestrian Plan. That pedestrian planning project will use sidewalk inventory and condition data for Lawrence collected recently by the Lawrence Public Works Department, and any other pedestrian facility data collected by local governments in the region.
Objectives:

- Create and maintain data for bikeways, bicycling activity, pedestrian facilities, and pedestrian activity for use in various transportation studies and reports
- Encourage integration of bicycle and pedestrian transportation needs in land development projects, roadway design, local comprehensive plans, and capital improvement projects
- Encourage and promote increased levels of 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 multimodal transport system (this task is advocacy work that will be led by BAC members and other local cycling enthusiasts; this work cannot be CPG funded so if the MPO staff spends any time on this task it will be locally funded and those hours will not be noted on billing timesheets used for quarterly billings sent to KDOT)
- 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 multimodal transport system
- Maintain, update and implement the Bicycle and Pedestrian portions of the T2040 Plan, local comprehensive plans, and the Countywide Bikeway System Plan
- Encourage and support local Safe Routes To School and community multimodal planning processes and projects

Work Tasks:

- Coordinate roadway design concepts and standards to ensure that the needs of non-motorized travelers are addressed
- Review site plans for land development projects to ensure adherence to requirements for bikeways, bicycle parking, and pedestrian facilities in new and redevelopment projects
- Develop priorities for listing bicycle facilities in local capital improvement plans and other documents that budget funding for bicycle facilities and programs
- Begin the update to the Bicycle and Pedestrian portions of the Metropolitan Transportation Plan (T2040 Plan) – and the Bikeway System Map as needed (for 2014 this activity will be part of the follow-up after the Multimodal Studies Project is completed under the Special Studies work task)
- Assist and/or support, as appropriate, local governments and other eligible groups in the region with creating funding applications for bicycle and pedestrian projects and programs
- Participate in Bike Month and Bike to Work Week and other bicycle awareness and safety promotional activities (if the MPO staff does any of this activity it will be limited to staff assistance with drafting proclamations, posters, flyers and other Bike Month publications – this activity is advocacy and not planning, and is not eligible for CPG funding and will not be included in time logs sent to KDOT in quarterly billing reports)
- Promote the inclusion of policies and projects for non-motorized transportation in the local planning processes throughout Douglas County and work to coordinate those local plans for bike-pedestrian facilities with the regional transportation planning expressed in the MTP and other MPO documents and policies

Amended by the Lawrence – Douglas County Metropolitan Planning Organization on October 16, 2014
• Address pedestrian and/or bicycling issues raised by the BAC, TAC or other groups and work with those groups to determine how those issues can be incorporated into studies, MTP updates, TIP updates, or other MPO products and/or processes

• **Begin work** Work with TAC members and local governments in the region to update and/or create a countywide inventory of bicycle parking and support facilities/services for bicyclists and map that information

• **Begin work** Work with TAC members and local governments in the region to update and/or create a countywide inventory of sidewalks and sidewalk conditions and map that information

• Work with TAC members and local governments to develop an online interactive mapping tool for public input about multimodal transportation issues and bike-pedestrian infrastructure needs

• Work with TAC, BAC members and other groups to review and update the Bicycle Rideability Map as needed

• Plan, organize, and administer the 2014 Bicycle and Pedestrian Counting Program

• **Begin work** Work with various groups to improve bicycle facilities and programs and to incorporate those improvements into the region’s next Bicycle Friendly Community application submitted to the League of American Bicyclists

• Review local planning documents (area land use plans, zoning/subdivision regulations, etc.) to determine if those documents and/or recent changes to them can assist the City of Lawrence in its efforts to maintain and improve its Bicycle Friendly City designation from the League of American Bicyclists

• Work with local school district officials, BAC members, TAC members, law enforcement officials, and other groups to encourage the development of Safe Routes To School plans, projects and programs throughout Douglas County

• Design and/or obtain materials to hand out to MPO members and the public to encourage safe cycling and walking (this task is advocacy work that cannot be CPG funded so if this work is done it will be locally funded – MPO staff time related to this activity will be limited to discussions held at BAC meetings)

• **Purchase** automatic bicycle and pedestrian counters (separate counters for roadway and trail counts) to be used to verify the annual manual counts and collect 24-hour counts. The MPO will purchase this equipment and allow it to be checked out and used by local government staffs (this activity to purchase counters should be accomplished in the second half of 2014)

• Prepare and distribute meeting agendas, minutes, and supporting documents for the Bicycle Advisory Committee (BAC) meetings

• Coordinate the activities and actions of the BAC with related activities of the MPO committees and staff

• Take a lead role and with the assistance of the MPO planning partners to complete a new Regional Pedestrian Transportation Plan for Douglas County and begin the work on that plan

Amended by the Lawrence – Douglas County Metropolitan Planning Organization on October 16, 2014
Work Products:

- Reviews of roadway projects, development plans, and plats that note the needs for pedestrian facilities, bicycle facilities and/or bicycle parking (ongoing)
- Bikeway System Map and Bike Rideability Map updates (as needed)
- Bicycle Rideability Map updates (as needed)
- Assist the BAC in making updates to the Bicycle Work Plan (this is a short report showing the priority task recommended by the BAC each year to improve the bicycling environment in Douglas County – it includes activities conducted by local governments, the MPO and other groups in Douglas County – it is typically updated each year in the 1st or 2nd Quarter)
- Updates to transportation design guidelines and standards that incorporate bikeway planning and design guidelines and encourage the construction of bicycle-friendly transportation improvements (as needed and MPO staff time allows)
- Regional Pedestrian Plan showing the condition of pedestrian facilities and plans for pedestrian environment and pedestrian infrastructure improvements (this will be similar to the Countywide Bikeway System Plan and focus on planning for a pedestrian mobility network – this pedestrian plan will be coordinated with the Multimodal Studies Project and the Transportation 2040 Plan – work on this plan will begin in 2014 and be completed in 2015)
- Bicycle and Pedestrian Count data and reports (counts completed in September-October and submitted to the national database by December)
- Meetings and documentation to show what bicycle and pedestrian issues are discussed as part of the MPO process and how those issues are included in the MTP and other MPO documents (ongoing)
- Design of promotional materials for safe cycling and safe walking activities (this work product is advocacy and will be paid for with local funds only – MPO staff time related to this activity will be limited to discussions held at BAC meetings)
- Priority list of bicycle facilities for inclusion in local government capital improvement plans and roadway maintenance plans (ongoing with reviews of local plans typically taking place in the second half of the year for the next year’s construction schedule)
- Inventory of bikeways, bicycle parking facilities, and support services for bicyclists in Douglas County (this is an ongoing activity as new developments and new bike facilities are built or installed – some of this inventory will have been completed as part of the Multimodal Studies Project)
- Inventory of pedestrian facilities and their conditions throughout Douglas County (this is an ongoing activity as new developments and new pedestrian facilities are built or installed – all of this inventory work will be completed as part of the Regional Pedestrian Plan scheduled for completion by the end of 2015)
- Meetings and/or documentation to show that the MPO has encouraged and participated in the local school districts to create their Safe Routes To School (SRTS) Plan (as needed and MPO staff time allows)
- Meeting agendas, minutes and supporting documents for the Bicycle Advisory Committee (BAC) meetings (one week before meeting dates) (agendas are sent out one week before meeting dates and minutes are drafted before the next meeting agenda is sent out)
- Meeting minutes for the BAC (within two weeks after the meeting)
- Preliminary work on the next Bicycle Friendly Community application for the League of American Bicyclists (most of the work will be in 2015 with the application due in early 2016)

Bicycle and Pedestrian Planning - Staff Budget: $32,106

Bicyclists & Pedestrians – Counting Equipment - Budget: $7,000

This item is planned for the purchase of at least two portable counters designed to count at roadway and trail locations, and will also include any related supplies for the counters.

3.5 Air Quality Planning

Background:
The MPO staff has attended meetings with Kansas Department of Health and Environment (KDHE) officials and learned that Douglas County is on the borderline for non-attainment status and could be designated as non-attainment for ozone in the near future if the standards change. MPO staff has discussed this issue with TAC members, KDOT officials, and Douglas County Health Department staff. As of the approval date for this UPWP the enactment of new ozone standards by the EPA and the KDHE response to that have both been put on-hold. For now, Douglas County is in attainment, and the MPO staff will proceed with its work this year under that attainment designation. A change in the air quality designation for Douglas County is not expected to occur in 2014. The KDOT has advised the MPO that the EPA will not make re-designations this year, but the EPA is expected to complete its review of the National Ambient Air Quality (NAAQS) standard for ozone and make changes to that standard within the next year or two. Once the standard is changed the designation process will still take a year or two after that to officially change the air quality status of Douglas County (assuming the new standard is in the expected range), and until that re-designation is complete our region will remain in the attainment category.

The MPO staff has monitored the progress, or lack of progress, on setting new ozone standards throughout the last four years, and attended several meetings of the Douglas County Air Quality Committee. MPO staff will continue to participate in that committee. For 2014, the MPO staff expects to keep informed about federal and state actions that could impact the air quality status and MPO operations in Douglas County.

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

**Work Tasks:**

• Monitor the ongoing discussions about possible non-attainment status for Douglas County and inform the MPO about what impacts that would cause to MPO operations

• Work with KDHE, EPA, KDOT, FHWA, FTA and other agencies to revise MPO processes and documents so that our area is in compliance with air quality regulations

• Continue to support efforts by local groups that are encouraging actions which lead to reductions in air pollutant emissions

**Work Products:**

• Meetings and documentation about the possible designation of Douglas County as a non-attainment area for national ambient air quality standards (ongoing)

• Plans, reports, and other documents related to the MPO efforts to comply with air quality and planning regulations (ongoing)

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**Air Quality Planning - Staff Budget:** $3,577,789

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### 3.6 Long Range Planning – Support & Coordination

**Background:**

——— The MPO staff has 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. Those long range plans, that are not directly transportation system plans but influence how land is developed, are important to the MPO planning efforts. Support and coordination of land use and transportation planning efforts has taken place for many years in Douglas County. Within the last two years the MPO staff has reviewed and offered comments on unique projects like the Rock Chalk Park and City Recreation Center being planned near the US-40/K-10 Interchange and assessed how those plans relate to existing MPO plans for roads and bikeways in the area. This is simply good comprehensive planning. It will continue in 2014. For this year the 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. That will include MPO staff reviewing and commenting on the update to the Lawrence-Douglas County Comprehensive Plan (current version called Horizon 2020) and the coordination of the land use and other plan elements with the transportation element of that plan which is currently the MPO’s T2040 Plan.

——— In order to make this land use-transportation planning relationship more formal, the MPO staff drafted a new Chapter 8-Transportation for the Lawrence-Douglas County Comprehensive Plan in 2010. That new chapter approved in early 2011 references the latest MPO-approved Metropolitan Transportation Plan to be the transportation chapter for the city-county comprehensive plan. In 2013, the MPO staff prepared a similar revision to Chapter 8 of the...
Comprehensive Plan that updated that chapter with the goals from the newly-approved T2040 Metropolitan Transportation Plan (MTP). That latest Chapter 8 update was approved by the City-County Planning Commission, Lawrence City Commission, and the Douglas County Board of Commissioners during 2013. With that formal tie between the MPO transportation planning program and the Lawrence-Douglas County comprehensive planning program completed, the MPO staff expects to work in 2014 and 2015 to keep that land use-transportation planning closely coordinated as Lawrence and Douglas County officials work to update the other chapters of their joint comprehensive plan.

The MPO staff may also spend some amounts of time in 2014 on its continuing support of incorporating Complete Streets Principles into local development standards and processes at the same time as the MPO works to incorporate Complete Streets ideas into its processes and documents. The MPO Policy Board approved a Complete Streets Resolution in September 2011 that directs the MPO to support and encourage the creation of local Complete Streets Policies by local governments in Douglas County. In 2012, the City of Lawrence approved a Complete Streets Policy after a lengthy review and discussion which involved MPO staff.

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 activities in the region
- Provide accessibility for transportation planners to obtain data on land use and economic activity that is helpful in creating and updating the MPO's regional travel demand model, the MTP, and other MPO products
- Provide input on local development code issues, such as complete streets policies and access management regulations, that affect the ways in which the region’s transportation system is built and operated

Work Tasks:

- MPO staff will receive, review and comment on land use plan drafts and indicate how those land use plans are consistent with and how they are not consistent with MPO-approved planning documents, and MPO staff will offer suggestions for how those documents can be changed to make them more consistent
- MPO staff will meet regularly with other local and state planners working on land use plans and other system plans in the region
- 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 (MTP) and other MPO documents
- 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 transportation system

Amended by the Lawrence – Douglas County Metropolitan Planning Organization on October 16, 2014
• MPO staff will review local transportation related development codes and standards and work with local officials to incorporate Complete Streets principles into those local codes
• MPO staff will review its documents to determine what changes need to be made to reflect the enactment of local Complete Streets policies and/or changes to other transportation related local codes (access management standards, minimum lot sizes, etc.)
• MPO staff will review land use planning documents to determine if they can assist the City of Lawrence in its efforts to maintain and improve its Bicycle Friendly City designation from the League of American Bicyclists

Work Products:
• Comments from MPO staff on draft long range plans for areas and systems (as requested by PDS staff)
• MPO staff improvements in their understanding of local land use issues and regulations (ongoing activity)
• Updates to MPO planning documents that reflect improved coordination between land use and transportation system planning in the region (as major land developments are planned or as requested by PDS staff)
• Correspondence and materials related to the use of the new Comprehensive Plan Chapter 8 and how that formalizes and strengthens the coordination the region has between its land use planning and transportation planning staffs. (MPO staff will amend the portions of Chapter 8 of the Lawrence-Douglas County Comprehensive Plan as updates are made to the MTP)
• Revisions to local development regulations and standards to incorporate Complete Streets Principles (as local governments in the region adopt or update CS policies)

Long Range Planning – Support & Coordination – Staff Budget: $5,781,679

2014 Budget for the Long Range Transportation Planning Work Category:

<table>
<thead>
<tr>
<th>UPWP #</th>
<th>Work Task</th>
<th>Totals</th>
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<tbody>
<tr>
<td>3.1</td>
<td>Regional Travel Demand Model (TDM) and Data Development</td>
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<td>3.1ab</td>
<td>TransCAD fee</td>
<td>$1,200</td>
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<td>3.2</td>
<td>Metropolitan Transportation Plan</td>
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<td>3.3</td>
<td>Special Studies</td>
<td>$19,516</td>
</tr>
<tr>
<td>3.3a</td>
<td>ITS Regional Architecture – update - 2014 portion</td>
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<td>3.4</td>
<td>Bicycle and Pedestrian Planning</td>
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Amended by the Lawrence – Douglas County Metropolitan Planning Organization on October 16, 2014
3.4a Bicyclist & Pedestrian – Counting Equipment
3.5 Air Quality Planning
3.6 Long Range Planning – Support & Coordination

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<thead>
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<th>Category</th>
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<td>Bicyclist &amp; Pedestrian</td>
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<td>Air Quality Planning</td>
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<td>Coordination</td>
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4. PUBLIC TRANSPORTATION PLANNING

This work category includes two major types of transit planning activities: Public Transit Planning & Coordination, and Paratransit Planning & Coordination. The transit planning done by the MPO staff focuses on coordination and the impacts of services on the regional transportation systems.

Between 2009 and 2012, the MPO staff participated in fixed route transit planning primarily through its involvement in the City-KU Transit Planning Team which is a group composed of Lawrence, University of Kansas, and MPO staff members working on improving the coordination of the Lawrence Transit and the KU On Wheels transit systems. The MPO staff also attended Public Transit Advisory Committee (PTAC) meetings and participated in discussions with that group, and had many discussions with the Lawrence Transit staff during that period. Those activities continued in 2013, but for that year the MPO staff also participated in the I-70 Corridor Transit Feasibility Study sponsored by KDOT and also conferred with Lawrence Transit staff on the progress of the Transit Center Location Analysis Study sponsored by the City of Lawrence.

In 2011 and 2012 the MPO staff drafted and the MPO approved a new Coordinated Public Transit-Human Services Transportation Plan (CPT-HSTP) with the help of a new MPO advisory committee called the Regional Transit Advisory Committee (RTAC). Paratransit planning involves specialized transit services that are designed to transport certain groups that need curb to curb services (i.e., transport of persons with various forms of physical and/or mental disabilities, frail elderly, etc.).

For 2014, the MPO staff expects to spend about the same amount of time on both types of transit planning, but overall the MPO staff will probably spend less time on this work category in 2014 than it did between 2009 and 2013. That is because now the T and KUOW operations are highly coordinated into one route and schedule system, and the region’s paratransit providers are organized through the RTAC to address their common concerns and needs. Transit issues will be discussed frequently by MPO staff in 2014, but much of that discussion will take place as part of the follow-up discussion about the Multimodal Studies Project. That multimodal discussion will be held under the Special Studies work task. Many other transit discussions will be held at TAC and RTAC meetings as needed throughout the year.

4.1 Public Transit Planning & Coordination

Background:

The MPO staff has assisted the City of Lawrence with the development of public transportation services and provides ongoing transit planning support to 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 TIP as well as local funding sources. In November 2008 the voters of Lawrence approved a ten-year sales tax increase that included dedicated funding for transit operations. The Lawrence Transit fixed route system is discussed in the T2040 Plan and is an integral part of the multimodal transportation system serving the Lawrence Urbanized Area.

The University of Kansas operates a separate fixed route transit system (KU On Wheels—KUOW) that provides service on campus and to several off-campus residential and shopping areas. Between 2009 and 2012 the City and KU representatives discussed ways to better coordinate their services and ways to offer a joint transit service to the general public and the KU community. The MPO staff has been active in City-KU coordination discussions and will continue to do so as requested by the T and/or KUOW staffs. In 2009 the City and KU began service on a new joint route (Route 11) that replaced one T and two KUOW routes. Since then the two systems have continued to closely coordinate their services with route and schedule changes to such a degree that it seems like they are one service. They are legally still two systems, but their systems are highly coordinated with some jointly operated routes. The two services also share a maintenance/operations center, produce a joint route/schedule guidebook, and use the same contract provider. All of this coordination leads to benefits for both KU and the City.

In mid-2012, the Lawrence Transit staff received a notice from the City Commission that a budget of $40,000 was approved for Lawrence Transit to study the need and possible locations for a transit center in Lawrence. The MPO staff, as part of its ongoing coordination with the Lawrence Transit staff, discussed this study and monitored its progress. This transit center location study has been expanded to include some traffic impact analysis that was completed in early 2014 and that study is due for completion during the time this UPWP amendment is approved—second half of 2014. The MPO and Lawrence Transit staffs will discuss the study’s recommendations and City decisions related to that study, and how that will impact the function of the region’s multimodal transportation system.

Objectives:

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

Work Tasks:

- Continue to assist in the planning and further development of the fixed-route bus service for Lawrence and its coordination with KU On Wheels transit operations
- Participate in discussions about improving coordination of transit services between the City of Lawrence and the University of Kansas and participate in that coordination work
- Monitor the changes to transit services in the Lawrence Area and make any modifications to the T2040 Plan and/or the TIP document that are needed

Amended by the Lawrence – Douglas County Metropolitan Planning Organization on October 16, 2014
- Participate in planning studies and/or discussions concerning the provision of commuter transit services between the Lawrence, Topeka, Kansas City, and Johnson County areas (in 2014 this is expected to include discussions about the recommendations from the I-70 Corridor Transit Feasibility Study completed in early 2014)
- Work with the MPO committees to discuss the needs and possibilities for transit services to rural and small town areas in the region
- Provide technical and planning assistance to the City Commission and City Public Transit Administrator
- Assist City staff as appropriate with the grant application process for use of FTA and KDOT funds for urban transit services
- Discuss the results of the Lawrence Transit Center Location Analysis Study with various City officials and other MPO partners to assess the impacts of that study’s recommendations on the region’s multimodal transport network

**Work Products:**
- Amendments to the TIP or T2040 Plan to reflect changes to transit programs, services and funding (as requested by the Lawrence Transit staff, KDOT staff or FTA staff)
- Amendments to the T2040 Plan to reflect changes to transit services in the region (as requested by TAC members and/or as major transit changes occur in the region)
- Various letters, reports and other documentation related to the coordination of the Lawrence Transit and KU On Wheels transit services (ongoing activity)
- Various letters, reports and other documentation related to the discussions of intercity commuter and rural transit services in Northeast Kansas (ongoing activity)
- Documentation of MPO participation in planning studies and/or discussions concerning the provision of commuter transit services between the Lawrence, Topeka, Kansas City, and Johnson County areas (participation in discussions concerning the implementation of the I-70 Corridor Transit Feasibility Study recommendations is expected throughout 2014 and beyond)
- Documentation of MPO participation in discussions concerning the recommendations from the Lawrence Transit Center Location Analysis Study (study completion is expected in early 2014 with MPO staff participation in discussions about that study expected throughout 2014 and 2015)

**Public Transit Planning & Coordination - Staff Budget:** $10,734,679 27,984

### 4.2 Paratransit Planning and Coordination

**Background:**

*Amended by the Lawrence – Douglas County Metropolitan Planning Organization on October 16, 2014*
The MPO staff has worked with the local specialized transit providers and KDOT staff to program funds in the TIP for Section 5310 providers and to create a Coordinated Public Transit–Human Services Transportation Plan (CPT-HSTP) that was approved in early 2012. That assistance with programming funds and planning specialty transit services will continue in 2014 as the MPO staff works with local paratransit providers to implement the recommendations from the CPT-HSTP. Issues and concerns raised in that paratransit plan are also incorporated into the T2040 Plan approved in March of 2013.

**Objectives:**

- To identify the needs for specialized transit services in the region and to incorporate paratransit issues into the MPO processes and documents
- To provide assistance to local agencies that are supported with funding for the transportation of elderly and disabled persons (e.g., FTA 5310 funds) and to program those funds in the TIP as needed
- To produce and maintain a CPT-HSTP for Douglas County

**Work Tasks:**

- MPO staff will meet with paratransit providers from Coordinated Transit District (CTD) #1 and work with those providers and KDOT staff to incorporate paratransit issues into the Metropolitan Transportation Plan (MTP)
- MPO staff will work with CTD #1 paratransit providers and KDOT staff to discuss the design of and operations of paratransit services in other parts of Northeast Kansas and compare those paratransit services with the ones existing in Douglas County. That effort will be used to identify best practices that can then be applied to the paratransit operations in the Lawrence-Douglas County Region and incorporated into future updates of the CPT-HSTP.
- 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 local paratransit providers to implement the recommendations from the CPT-HSTP and to update that plan as needed

**Work Products:**

- Updates to the T2040 Metropolitan Transportation Plan (MTP) or TIP to reflect changes to paratransit services or funding in the region (as needed)
- Updates to the Transportation Improvement Program (TIP) to reflect changes in funding for paratransit services in the region (as needed)
- Meetings and documentation of efforts to implement the recommendations from the CPT-HSTP for Douglas County (ongoing activity)
- Documentation to show the coordination of the CPT-HSTP with the T2040 Plan (ongoing activity)

**Paratransit Planning and Coordination – Staff Budget:** $10,733,921

**Coordinated Transit District #1 – Annual Membership Fee Budget:** $50

Amended by the Lawrence – Douglas County Metropolitan Planning Organization on October 16, 2014
### 2014 Budget for the Public Transportation Planning Work Category:

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</thead>
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<td>4.2</td>
<td>Paratransit Planning &amp; Coordination</td>
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<td>4.2a</td>
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**Paid Leave for Full-Time MPO Staff $24,497**

This amount represents the projected time off with pay for the Senior Transportation Planner and the Transportation Planner. For 2014 the total for this item is projected to be 520 hours.

**Total Cash Expenditures Budgeted for the 2014 Unified Planning Work Program UPWP $269,423**
Note about the KDOT Match for the UPWP Budget
The Kansas Department of Transportation (KDOT) provides toll credits that are used as non-cash match for this work program. Those credits are not allocated to any particular work task but are used to match the work program as a whole. For 2014 the MPO is using $267,525 toll credits from KDOT in its UPWP budget.
### 2014 UPWP Schedule - Amended May 2014

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<tr>
<th>Work Task</th>
<th>Quarter</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>MPO Committee Support</td>
<td>Q1-Q4</td>
<td>This activity includes ongoing work to staff MPO committee meetings and produce meeting documentation (agenda, minutes, etc.). This activity includes staff support for the MPO Policy Board (MPO), MPO Technical Advisory Committee (TAC), Regional Transit Advisory Committee (RTAC), and any other committees formed as needed. Typically, during the second quarter there is work needed to update labor rates and make other annual changes. A new UPWP for the upcoming year is routinely drafted in the 3rd Quarter and approved in October or November each year. Each quarter a billing report is prepared and sent to KDOT.</td>
</tr>
<tr>
<td>Unified Planning Work Program (UPWP) &amp; Grant Management</td>
<td>Q1-Q4</td>
<td>Typically, during the second quarter there is work needed to update labor rates and make other annual changes. A new UPWP for the upcoming year is routinely drafted in the 3rd Quarter and approved in October or November each year. Each quarter a billing report is prepared and sent to KDOT.</td>
</tr>
<tr>
<td>Other Administrative Activities</td>
<td>Q1-Q4</td>
<td>This activity includes the management of contracts, purchase orders, staff reviews and evaluations, and other various administrative tasks not specified under any other work category.</td>
</tr>
<tr>
<td>Public Participation Plan (PPP)</td>
<td>Q1-Q4</td>
<td>The Public Participation Plan (PPP) was thoroughly reviewed and updated in 2011-2012. The PPP does not plan on conducting another major update of this required document until after new MAP-21 regulations are produced and/or work begins on the next MTP update in 2017. Work to implement the PPP and engage the public in the MPO processes is an ongoing activity that is coordinated with all other work tasks. Education about the MPO process is an ongoing activity involving all planning partners. Staff training will occur as time and funds allow, and training for staff will take place at conferences and workshops and by participation in webinars.</td>
</tr>
<tr>
<td>MPO Education &amp; Staff Training</td>
<td>Q1-Q4</td>
<td></td>
</tr>
<tr>
<td>Transportation Improvement Program (TIP)</td>
<td>Q1-Q4</td>
<td>The 2012-2015 TIP was approved and a new TIP project submission process was implemented in late 2011. That TIP update represented a major change from the previous version. Now ten amendments have been made to that 2012-2015 TIP. A 2015-2019 TIP will be approved by the end of 2014.</td>
</tr>
<tr>
<td>Current Planning Support and Coordination</td>
<td>Q1-Q4</td>
<td>The MPO staff will continue its ongoing activities with local land use planning staffs, and the MPO staff will continue to comment on development proposals that may significantly impact the region’s transportation system.</td>
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<tr>
<td>Regional Travel Demand Model &amp; Data Development</td>
<td>Q1-Q4</td>
<td>The MPO staff will train on the TransCAD software as staff time allows in order to learn how to make minor updates to the model. The MPO staff will also allow KDOT consultants working on the design for widening the West Leg SLT to follow their lead in using and upgrading the MPO’s travel demand model.</td>
</tr>
<tr>
<td>Metropolitan Transportation Plan (MTP)</td>
<td>Q1-Q4</td>
<td>The MPO staff will work to incorporate the recommendations from the Multimodal Studies Project into the MTP as appropriate. During 2014 the MPO staff will also begin work on T2040 MTP Amendment #3 which will incorporate the information from the Multimodal Studies Project (Commuter Park &amp; Ride Study, Fixed Route Transit &amp; Pedestrian Accessibility Study, Countywide Bikeway System Plan) and the Regional Pedestrian Plan into the appropriate chapters of the T2040 MTP. That second amendment to the T2040 Plan will be completed in mid-2015 after the Regional Pedestrian Plan is approved by the MPO.</td>
</tr>
<tr>
<td>Special Studies (corridor, regional, statewide, feasibility, modal, etc.)</td>
<td>Q1-Q4</td>
<td>The MPO staff will manage the close out of the Multimodal Studies Project contract which will have its last consultant contacts in Q4 2013. That project is comprised of the Commuter Park &amp; Ride Study, Fixed Route Transit and Pedestrian Accessibility Study, and the Countywide Bikeway System Plan. During 2014 the MPO staff will work to incorporate the recommendations from the Multimodal Studies Project into the MTP and other MPO documents and programs as appropriate. The MPO staff will also work in 2014 to put out a RFP and hire a consultant to update the Regional Intelligent Transportation Systems (ITS) Architecture. The MPO staff will manage this ITS consultant contract which will be executed during the second half of the year. The ITS architecture update will be significantly impacted by the recent changes to the T2040 MTP and amendment to the T2040 Plan will be completed in mid-2015 after the Regional Pedestrian Plan is approved by the MPO.</td>
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<tr>
<td>Bicycle and Pedestrian Planning</td>
<td>Q1-Q4</td>
<td>The MPO staff will continue its bicycle-pedestrian planning activities and their coordination with and support of the Bicycle Advisory Committee. The MPO staff will coordinate the 6th annual bicycle and pedestrian count to be held in September. The MPO staff will work with the BAC and other groups to incorporate the recommendations from the Multimodal Studies Project into bike and pedestrian planning documents for the region. The MPO staff will also continue efforts to incorporate the Multimodal Studies Project recommendations into local land use planning documents in efforts to make the region more bicycle and pedestrian friendly.</td>
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<tr>
<td>Air Quality Planning</td>
<td>Q1-Q4</td>
<td>The MPO staff will continue to monitor KDHE recommendations and EPA discussions/discourses about the Douglas County air quality designation and its impacts on the MPO. The MPO staff will work on updating the existing air quality section in the MPO documents in an effort to keep the MPO documents up to date. The MPO staff will continue to keep an eye on developments and site plan reviews. The MPO staff will provide support for urban fixed route transit planning as requested by TAC members and as an MPO staff time allows. During 2014 the MPO staff will participate in efforts designed to complete and then implement the KDOT sponsored I-70 Corridor Transit Feasibility Study. The MPO staff will work with the BAC and other groups to incorporate the recommendations from that project into the MPO documents and programs as appropriate. The MPO staff will also work with Lawrence and Douglas County officials to review the work done on updating the City-County Horizon 2020 Comprehensive Plan, and the MPO staff will work to coordinate changes to that land use planning document with the T2040 MTP and other MPO documents and policies as needed.</td>
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<tr>
<td>Long Range Transportation Planning</td>
<td>Q1-Q4</td>
<td>The MPO staff will continue its coordination work in reviewing land use plans with local government planners and other local officials. The MPO staff will work on implementing the 2013 changes to the Transportation Chapter of the Lawrence-Douglas County Comprehensive Plan (Horizon 2020) which recognized the MPO approved MTP as the City-County Transportation Plan and updated the Comprehensive Plan–Chapter 8 language to include the goals from the T2040 version of the MTP. The MPO staff will also work with Lawrence and Douglas County officials to review the work done on updating the City-County Horizon 2020 Comprehensive Plan, and the MPO staff will work to coordinate changes to that land use planning document with the T2040 MTP and other MPO documents and policies as needed.</td>
</tr>
<tr>
<td>Public Transit Planning &amp; Coordination</td>
<td>Q1-Q4</td>
<td>The MPO staff will continue to discuss the planning work being done for the region’s fixed route transit services with the T and KDOT staff as needed to keep informed about pending transit system changes. The MPO staff will continue to attend Public Transit Advisory Committee (PTAC) meetings and other meetings for transit issue discussions as requested and appropriate. The MPO staff will continue to consider transit operations in its comments about major land use developments and site plan reviews. The MPO staff will provide support for urban fixed route transit planning as requested by TAC members and as an MPO staff time allows. During 2014 the MPO staff will participate in efforts designed to complete and then implement the KDOT sponsored I-70 Corridor Transit Feasibility Study and to incorporate the findings from that study into MPO documents as appropriate. The MPO staff will also monitor the Lawrence Transit Center Location Analyses Study and attend meetings related to that study as requested and/or as MPO staff time allows.</td>
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<tr>
<td>Intercity Transit Planning &amp; Coordination</td>
<td>Q1-Q4</td>
<td>The MPO staff will work with the Regional Transit Advisory Committee (RTAC) to incorporate issues raised in the Coordinated Public Transit - Human Services Transportation Plan (Douglas County MPO) into the MPO processes and other transit plans of the region. The MPO staff will work with the RTAC and other transit groups during 2014 to review the recommendations from the Multimodal Studies Project and to begin the implementation of that study’s transit related recommendations.</td>
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X denotes a major focus of staff resources on that work task during that quarter

o denotes an ongoing activity that staff routinely conducts as needed throughout the year

This schedule is subject to change and may change in 2014 as the USDOT, KDOT and other agencies discuss the MPO impacts of new federal transportation planning regulations related to MAP-21; Lawrence and University of Kansas transit systems make further adjustments and continue to coordinate operations; MPO funding level is reviewed; the region’s air quality attainment status changes; major KDOT sponsored corridor and area studies impacting Douglas County are completed; or other significant changes to MPO duties or funding occur.

Amended by the Lawrence-Douglas County MPO on May 15, 2014.
### Funding Sources

**2014 UPWP Budget - Amended October 16, 2014**

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<th>Consolidated Planning Grant - Federal Share (cash)</th>
<th>Local Match (cash)</th>
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<td>4,899</td>
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<td>Totals</td>
<td>269,423</td>
<td>240,231</td>
<td>29,192</td>
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<td>Toll Credits from KDOT used to match the 2014 MPO program</td>
<td>24,692</td>
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### FEDERAL MPO FUNDING ESTIMATES

<table>
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<tr>
<td>Equipment &amp; Supplies (computer, laptop, monitor, plotter, office furniture, supplies, etc.)</td>
</tr>
<tr>
<td>Software Fees</td>
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<tr>
<td>Advertising of MPO Documents and Processes (purchase of newspaper ads, etc.)</td>
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<tr>
<td>Online Training Fees</td>
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<tr>
<td>Workshops, Conferences and Training Events (registration, travel, etc.)</td>
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<tr>
<td>TransCAD software (annual maintenance fee)</td>
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<td>Regional ITS Architecture Update (consultant contract)</td>
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<td>CTD # 1 (annual membership fee)</td>
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**TOTAL DIRECT NON-STAFF EXPENSES**

59,450

### MPO Staff (fully loaded rate with benefits)

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<tr>
<th>Rate</th>
<th>Hours</th>
<th>Total</th>
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<td>Senior Transportation Planner</td>
<td>56.08</td>
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<tr>
<td>Transportation Planner</td>
<td>34.34</td>
<td>2,080</td>
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<tr>
<td>GIS Planner (map and graphics work)</td>
<td>50.09</td>
<td>160</td>
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<tr>
<td>Planning Director/MPO Secretary (management &amp; administrative work)</td>
<td>74.30</td>
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<tr>
<td>Intern(s)</td>
<td>10.00</td>
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**Total MPO Full-Time Staff Costs - Budgeted**

5,400 209,973
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Funding Note:
This report was funded in part through grant[s] from the Federal Highway Administration and Federal Transit Administration of the U.S. Department of Transportation. The views and opinions of the L-DC MPO and its staff expressed herein do not necessarily state or reflect those of the U. S. Department of Transportation.

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

2015 Unified Planning Work Program

January 1 – December 31, 2015

Introduction

The purpose of this UPWP is to identify the transportation planning activities that the MPO will work on during the program year and to describe how the MPO planning partners will assist the MPO staff with that work. This document also identifies the funds to pay for those activities. The UPWP also provides a framework for ensuring that the required MPO documents (Metropolitan Transportation Plan-MTP, Transportation Improvement Program-TIP, Unified Planning Work Program-UPWP, and Public Participation Plan-PPP) are all updated in a timely fashion.

Roles of the Cooperative Partners

The L-DC Metropolitan Planning Organization 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 – all of Douglas County). That includes developing the MTP and the TIP which together establish the planning policy and transportation investment priorities for the MPA.

The MPO operations are designed to foster cooperation among the local governments in the region in order to plan for and develop a multimodal transport system that meets the mobility needs of the area’s residents and serves the region’s economy. The MPO is involved with planning both urban and rural mobility systems, and also with fostering cooperation and coordination between the transportation investments and land use decisions made throughout the region.

The Kansas Department of Transportation (KDOT) is the liaison between the MPO and federal transportation agencies (Federal Highway Administration-FHWA and Federal Transit Administration-FTA). KDOT performs two distinct roles: 1) KDOT is a cooperative partner of the MPO 2) KDOT oversees the MPO work and is responsible for approving the TIP and UPWP, and certifying to the FHWA and FTA that the MPO’s planning process meets federal requirements.
The City of Lawrence Transit System is also an important partner in the MPO planning process. The Lawrence Transit staff provides comments and makes presentations about important transit related items at Technical Advisory Committee (TAC) and MPO Policy Board meetings, and also shares concerns expressed by the transit community with MPO committee members and staff.

**MPO Planning Products**

**Metropolitan Transportation Plan (MTP)**

On March 21, 2013 the MPO Policy Board approved a new MTP called Transportation 2040 or T2040. That plan replaced the previous Transportation 2030 document approved in 2008. The creation of T2040 included travel demand modeling, funding projections, numerous public participation activities, review and input from various advisory committees, stakeholder interviews, coordination with other plans in Douglas County and Northeast Kansas, assistance from KDOT and other planning partners, the use of consultants, and the work of MPO staff and interns which started in mid-2011 and ended in early 2013. A new MTP must be approved at least once every five years, and the MPO met that schedule with the approval of T2040. Since its adoption the MPO has made one amendment to this MTP (Amendment #1 approved August 15, 2013) which was prompted by the change in plans for the US-40/K-10 Interchange to be rebuilt as a diverging diamond interchange and a significant cost increase to do that project. That amendment also included updates related to Transportation Enhancement (TE) funds, changes in transit funding, and the addition of grouped safety projects. Amendment #2 scheduled for June 2015 will incorporate information and recommendations from the Multimodal Studies Project and major revisions to the T2040 Bicycle and Pedestrian Chapter.

**Transportation Improvement Program (TIP)**

The TIP is a major implementation tool for the MTP. The TIP is the gatekeeper document for all improvements to regionally significant routes and for the use of federal funds. If a roadway or transit project inside the MPA is regionally significant and/or needs federal funding then it must be listed in the TIP. In 2014 the MPO approved a new 2015-2019 TIP that built on the major changes in the previous 2012-2015 TIP and included a few more improvements. A new TIP must be adopted at least once every four years, but the MPO staff plans on reviewing and updating its TIP every two years to minimize amendments, to provide more opportunities for public participation in the TIP development process, and to make major TIP changes brought on by the passage of new state and/or federal funding programs and/or regulations.

The MPO staff also produces an annual list of surface transportation projects for which federal funds were obligated in the previous federal fiscal year. Once completed, the latest list is added to the TIP during the next update or amendment.

**Unified Planning Work Program (UPWP)**

On November 20, 2014 the MPO approved this 2015 UPWP. The annual UPWP describes the anticipated work of MPO staff and consultants during the program year (calendar year). This document also contains a budget used to program federal Consolidated Planning Grant (CPG) funds used by the MPO to carry out the 3-C planning process in Douglas County. The MPO routinely makes technical revisions by way of an amendment to the UPWP during the 2nd Quarter to update hourly staff labor rates and other items in the budget as well as to make any other revisions needed.
Public Participation Plan (PPP)

The PPP documents the review and approval processes for all MPO documents and projects. The MPO updated its PPP on March 15, 2012. The MPO staff plans to complete an update of its PPP after the MAP-21 federal transportation planning regulations are completed. The MPO plans to review and update the PPP after the passage of each new federal transportation act or in advance of developing a new MTP update.

Title VI Program Manual

The MPO approved a new updated Title VI Program Manual (Title VI Plan) designed to meet the latest FTA Circular 4702.1B requirements on November 21, 2013. This plan describes how the MPO will discourage discrimination in the 3-C MPO planning process and how the MPO will address any complaints of discrimination that arise from MPO activities. This document will be reviewed whenever updates are made to the PPP and updated as needed.

Limited English Proficiency (LEP) Plan

The MPO approved a LEP Plan on June 16, 2011. This plan serves as a guide to identify the extent of LEP individuals in the region and to identify ways that the MPO can reduce and/or eliminate the barriers to LEP individuals within the transportation planning process. This plan outlines the MPO’s process for addressing the mix of services that will be provided to engage LEP individuals. The MPO plans on reviewing and updating this plan following the release of Census data needed to produce it. This document will also be reviewed whenever updates are made to the PPP and updated as needed.

Regional Intelligent Transportation Systems (ITS) Architecture

The MPO completed its first Regional ITS Architecture in 2008. ITS deployment is the application of advanced technologies in transportation system operations and management. ITS architectures include applications in the areas of traffic control, traveler information, public transportation, and incident management. This architecture shows how the people and agencies involved in transportation planning and operations will relate to each other as well as how all of the technology will be integrated. An update of this regional ITS architecture is ongoing and will be completed in 2015.

Coordinated Public Transit-Human Services Transportation Plan (CPT-HSTP)

The MPO approved its current CPT-HSTP on February 16, 2012. The MPO staff and the regional public transit and human services transportation providers developed the plan for Douglas County. This plan outlines how providers can most efficiently and effectively work together to improve mobility for individuals with special transportation needs. The MPO will continue to work with providers to implement and revise this plan on an as needed basis.

Metropolitan Planning Agreement

The roles and responsibilities of the planning partners can be further clarified in a cooperative metropolitan planning agreement. The MPO approved its latest Cooperative Agreement on May 21, 2009 soon after its re-designation on December 8, 2008. New proposed federal rules governing the metropolitan planning process are now under review by the FHWA and FTA and are planned for approval and publication soon. Once those new planning regulations are issued the MPO will review and update this agreement as needed.
2014 UPWP Major Accomplishments

In 2014, the MPO staff worked on many projects, large and small, the highlights of which are the items listed below:

- Approved this 2015 UPWP and completed amendments to the 2014 UPWP as needed
- Worked with KDOT staff to improve the UPWP budgeting and billing processes
- Completed the quarterly TIP amendment cycle for 2014 and created a new 2015-2019 TIP
- Began work with KDOT consultants to use the MPO’s travel demand model in planning and design work for the widening of Highway K-10 along the west side of Lawrence
- Began work with the Technical Advisory Committee, the Regional Transit Advisory Committee, the Bicycle Advisory Committee, and other groups and individuals to incorporate the information from the Multimodal Planning Studies into the T2040 Plan via an amendment scheduled for approval in 2015
- Completed the Multimodal Planning Studies, facilitated local government acceptance of the reports, and closed out the project’s consultant contract and payments
- Worked with the Bicycle Advisory Committee to update the new 2014 Bicycle Rideability Map, participate in Bike Month activities, successfully complete the 6th annual bicycle and pedestrian count, approve a 2014 BAC Work Plan, and progress other bike-ped activities
- Participated in conversations about bicycle and pedestrian planning with other local groups including the KU Bicycle Advisory Committee (KU-BAC), Lawrence Pedestrian Coalition, LiveWell Lawrence Healthy Built Environment Work Group, Lawrence Traffic Safety Commission, and other groups
- Worked with and coordinated efforts with the Lawrence Public Works Department to create a sidewalk/pedestrian facility inventory for Lawrence and worked with Eudora and Baldwin City officials to create a similar inventory for those two smaller cities
- Worked with the Regional Pedestrian Plan Steering Committee to begin the development of a Regional Pedestrian Plan
- Attended Coordinated Transit District #1 meetings and worked with paratransit operators in Douglas County to implement the recommendations from the Coordinated Public Transit – Human Services Transportation Plan (CPT-HSTP).

Planning Priorities for 2015

The MPO staff has many work tasks to complete in 2015. Some tasks are ongoing items, such as MPO program administration and completing a new work program for the coming year. Other tasks are things that need to be done periodically but not annually, such as reviewing and updating the Regional ITS Architecture. Currently, all required MPO documents meet current USDOT transportation planning regulations.

In 2014, the L-DC MPO entered its next stage of growth where it could concentrate on doing projects that it could not spend much time on before while it was busy getting all the required MPO documents up to date and in compliance with regulations. In 2015, the MPO will focus its attention on special studies like the implementation of recommendations from the Multimodal Planning Studies, the completion of an update of the regional ITS architecture, participation in the Safe Routes to School planning process (if grant is awarded), and the completion of a Regional Pedestrian Plan. The MPO will also work with its planning partners to measure the performance of and compiling data for all travel modes and facilities (bikeways, sidewalks, transit, and roadways). This will expand the past practice where the focus of MPO work was on measuring roadway congestion for motor vehicles only. The development of a wider array of performance measures will be a priority as the MPO and its planning partners adjust to the
new planning standards in MAP-21. The focus on all travel modes and performance measures for all modes may become much more intense in the next few years if the region is classified as non-attainment for ozone. In 2016, the next Bicycle Friendly Community application for Lawrence is due to the League of American Bicyclists, and some of the work towards more serious planning and investment in bike-ped facilities may help the City’s chances of maintaining or improving that bike friendly status. Therefore, the MPO staff will be doing additional multimodal planning in 2015 and 2016. However, even as the MPO focuses on many projects that are increasingly multimodal in scope, the region will still be having work on three major road network improvements underway in 2015. Those major projects are the new diverging diamond interchange at the US-40/K-10 junction, the new K-10 Interchange with Bob Billings Parkway, and the South Lawrence Trafficway. In 2015, the MPO staff will also continue to improve the more routine MPO processes (grant tracking, billing, public participation and information, etc.).

Anticipated Major Planning Activities for 2015

Program Support & Administration

- Continue administrative support for the MPO program and related committees
- Complete and approve a 2016 Unified Planning Work Program
- Continue to provide transportation related training opportunities to MPO staff
- Continue to offer intern opportunities to students interested in transportation planning

Short Range Transportation Planning

- Continue quarterly review and amendments to the TIP
- Continue to review and comment on local development proposals that could have significant impacts on the region’s multimodal transport system and work with local officials to mitigate those impacts
- Review MAP-21 regulations for MPO products and processes and begin to plan for how those regulations will be met by the MPO

Long Range Transportation Planning

- Coordinate adjustments to the MPO documents and processes to address MAP-21 requirements and work with MPO planning partners to monitor the progress on constructing new road links and other major roadway improvements
- Work with KDOT to design and implement a program to inform the state’s and the region’s freight community (major shippers and carriers) about the transportation planning process and invite them to become involved and share their concerns with the MPO staff
- Work with the Technical Advisory Committee and other groups as appropriate to incorporate the information and/or recommendations from the Multimodal Planning Studies and the Regional Pedestrian Plan into the T2040 Plan, and work with local officials to implement those multimodal recommendations
- Complete the consultant project for updating the Regional ITS (Intelligent Transportation Systems) Architecture and close out that consultant contract
- Continue to work with the Bicycle Advisory Committee to review and update the Bikeway System Map, Bicycle Work Plan, attend Bike Month activities and provide bikeway system planning information to help increase awareness of cycling as part of the multimodal transport system, conduct the 7th annual MPO bicyclist and pedestrian counting program, and participate in other bicycling and pedestrian related planning activities
• Complete work on the creation of a Regional Pedestrian Plan that includes strategies for making pedestrian facility investments and for confirming the importance of the walking environment in the multimodal transport system
• Participate in the Safe Routes to School planning process and help provide mapping support for that process
• Incorporate Complete Streets principles into MPO documents and processes, and assist local governments with incorporating Complete Street ideas into their development codes and infrastructure standards

Public Transportation Planning
• Continue to participate in transit planning meetings and assist the City of Lawrence and the University of Kansas staffs with planning for the continued coordination of the Lawrence Transit and KU on Wheels services
• Participate in the implementation of the recommendations from the Transit Center Location Analysis Study and related City and KU decisions about the transit center
• Participate in any planning efforts that may occur to further study commuter transit feasibility between the Topeka, Lawrence and the Kansas City Metro Areas as staff time allows, and participate in any implementation efforts for the recommendations from the I-70 Corridor Transit Feasibility Study if such efforts are initiated
• Work with the region’s transit and paratransit providers to transition to KDOT’s new organizational structure that will use regions and replace the coordinated transit districts, and assist those providers with incorporating paratransit topics into MPO processes and documents
• Continue the ongoing work to carry out the goals and objectives of the CPT-HSTP for Douglas County and work with the Regional Transit Advisory Committee (RTAC) to implement that paratransit plan

Any and all of the MPO work tasks described on the following pages may be conducted with a combination of MPO staff, interns, part-time local government staff assigned to MPO duties, and/or consultants. Details about how each work task is funded are included in the UPWP budget at the end of this document.

1. PROGRAM SUPPORT AND ADMINISTRATION

1.1 MPO Committee Support
This work task includes all of the MPO staff time to provide support at MPO committee meetings, to prepare meeting agendas and minutes, and to conduct other activities directly related to supporting the MPO committees and making the MPO committee structure run smoothly. This task also includes staff time needed to develop and/or amend bylaws for MPO committees.

Since its formation the L-DC MPO has had a Policy Board and a Technical Advisory Committee. In 2011, the MPO created a Regional Transit Advisory Committee (RTAC). The RTAC committee focuses its attention on regional coordination of paratransit services. In a typical year the MPO staff supports several MPO committee meetings. The MPO staff also supports other ad-hoc MPO committees like T2040 Advisory Committee that assisted the MPO staff with drafting the T2040 Plan in 2012 and early 2013.

Objectives:
• To provide staff support services to the MPO Policy Board, TAC, RTAC and other official MPO committees, and encourage communication within and between those groups
To monitor state and federal funding initiatives and legislative activities, report those activities to the TAC, RTAC and MPO Policy Board as appropriate, and assist with the preparation of responses to those state and federal proposals

**Work Tasks:**
- Create meeting agendas, minutes and supporting documents for MPO, TAC, RTAC, and other official MPO committee meetings
- Make website updates related to committee support

**Work Products:**
- Meeting agendas, minutes and supporting documents for MPO, TAC, RTAC, and other official MPO committee meetings (agendas-one week before meeting dates)
- Website updates related to committee support (as needed)

1.1 *Staff Time Budget: $16,732*

**1.2 Unified Planning Work Program (UPWP) and Grant Management**

This work task includes the development and amendments of the annual UPWP. The MPO staff will confer with MPO Policy Board and TAC members to produce a UPWP for MPO approval by the end of the current federal fiscal year (September 30th). During 2015, a UPWP for 2016 will be produced and any needed amendments to the 2015 UPWP will be completed. Time spent on quarterly billing report preparation, documentation to track CPG funding, and the creation of quarterly progress reports will be included in this task. This task includes staff time used for the administration and tracking of all routine direct expenses for MPO activities (travel, equipment and supplies, training fees, etc.) and all non-staff costs that are not specifically listed under another task.

The City of Lawrence is the host agency for the MPO. The two-person full-time MPO staff is housed within the Lawrence-Douglas County Planning & Development Services Department (PDS). The PDS Department also provides MPO staff support for administrative, GIS, and land use planning services. Other City Departments (legal, finance, information systems, city manager, public works, etc.) also provide support services for MPO operations as needed. Those support services are coordinated through the PDS Director who serves as the MPO Secretary.

The MPO has produced an annual work program to meet federal MPO regulations since its original designation in 1982. The MPO has produced numerous billing and progress reports related to the UPWP. The MPO often makes a mid-year amendment to the UPWP to reflect hourly labor rate changes and to re-allocate staff time among work tasks, as needed.

**Objectives:**
- To create and maintain a work program for the MPO staff and MPO program
- To focus MPO staff and funding resources along with support services from planning partners and the host agency so that all of the required MPO documents stay current and the MPO remains in compliance with USDOT metropolitan planning regulations
- To provide funding and administrative assistance for the MPO procurement and management of approved contracts for professional services and other items (equipment, supplies, travel, etc.)
- To review federal and state policies and guidance regarding the eligible costs and use of federal/state funds for metropolitan transportation planning and incorporate changes as necessary into the MPO processes and documents
- Complete all reporting required for the administration of any local or other non-federal
grants awarded to the MPO

Work Tasks:

- Create a 2016 UPWP and amend the 2015 UPWP as needed
- Create and submit quarterly billing and progress reports to KDOT
- Create the annual performance & expenditures report for the previous program year and submit it to KDOT
- Review and execute CPG agreements
- Procure the needed equipment, supplies and services needed to operate the MPO program
- Complete administrative duties to run the MPO program and manage the CPG funding allocated to the MPO

Work Products:

- 2016 UPWP (MPO Policy Board approval by September 30, 2015)
- Amendments to the 2015 UPWP (as needed)
- Quarterly Progress and Billing Reports for KDOT (January, April, July, October)
- 2014 MPO Annual Performance & Expenditure Report (due by March 31, 2015)
- CPG agreement documents that support MPO operations (created and signed annually with supplemental agreements approved as needed)
- Various correspondence with FHWA, FTA, KDOT, and local city/county officials regarding the administration of the MPO process and its funding (as needed)
- Acquisition of equipment, supplies and routine services to support transportation planning activities (as needed)
- Purchase and administration of other professional services not listed under another category in this document (as needed and staff time and funding allows)

1.2 Staff Time Budget: $17,528

1.2a Equipment, Supplies and Services Budget: $2,250

This amount represents all the non-staff costs for supplies, equipment, routine fees, and routine services. For 2015 the MPO staff is planning on purchasing routine equipment and supplies ($500), required newspaper advertisements for MPO documents ($500), the annual fee for maintaining the TransCAD software for the MPO travel demand model ($1,200), and the annual dues for Coordinated Transit District #1 membership ($50) through this budget item. The total for this item is $2,250.

1.2b Paid Leave Expense for MPO Staff – Budget: $15,278

This amount represents the costs of paid time off for the two full-time MPO staffers (Senior Transportation Planner and Transportation Planner). Paid leave for full-time MPO staff is assumed to equal three weeks (120 hours) of vacation, four sick days (32 hours), and two personal days (16 hours) per year for 168 hours per employee annually.

1.3 Public Participation Plan (PPP)

This task includes the creation, update, and implementation of a public participation process, the Public Participation Plan (PPP), and related documents and procedures for the MPO. Between 2009 and 2011 the MPO produced PPP related documents including the Limited English Proficiency (LEP) Plan and the Title VI Program Manual. In March 2012 the MPO
approved a new PPP. During the second half of 2013 the MPO made updates to its Title VI related documents (PPP, LEP Plan, and Title VI Program Manual) as needed and requested by KDOT to address the latest Title VI regulations and program guidance. A review of the documents revealed that some updates to the Title VI Program Manual were needed, and the MPO approved an update of that document on November 21, 2013. Since 2009, the MPO has significantly improved its online presence, and in efforts supported by the City of Lawrence, the MPO staff updates the web content hosted on www.lawrenceks.org/mpo.

**Objectives:**

- To produce and maintain a PPP document for the MPO that meets all federal planning regulations
- 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

**Work Tasks:**

- Review the PPP and related documents (Title VI Program Manual, LEP Plan, etc.) that describe how the MPO will solicit public participation in the MPO process, and make any changes to those documents and the processes they describe as needed to improve public involvement in the MPO program and/or fulfill federal or state requirements
- Administer any Title VI or Environmental Justice complaints received by the MPO
- Review and update the MPO information on the website

**Work Products:**

- Updates and improvements to the MPO website (ongoing)
- Implementation of the PPP and review of public comments received about the MPO processes and documents (ongoing)
- Assessment of and updates to the PPP, Title VI Program Manual and related documents and/or reports and/or information related to the effectiveness of the public participation tools used by the MPO (as needed)
- Processing Title VI complaints received in accordance with our Title VI Program Manual and/or any requests for translation services from LEP persons in accordance with our LEP Plan (as needed)

**1.3 Staff Time Budget: $7,515**

**1.4 MPO Education and Staff Training**

This task includes staff time spent to provide educational materials and information to MPO committee members, and staff time spent to produce educational materials explaining what the MPO is and what it does. Training time for MPO staff is handled under this task unless specifically noted under another task.

The MPO staff routinely meets with new members appointed to MPO committees and addresses questions the member has about their position. Staff provides information to members as requested and directs new members to websites where they can learn more about the MPO. The MPO staff also confers with FHWA staff to discuss training needs that may be incorporated into the classes developed by the FHWA Resource Center. For 2015 the MPO staff’s major topic for the FHWA to address will be training on how the MPO needs to respond to new MAP-21 regulations for MPO processes and products.

The MPO staff plans on attending the types of workshops, conferences, and training sessions noted below as time and funding allows:
• National American Planning Association (APA) Conference – staff may attend transportation track sessions and earn credits for American Institute of Certified Planners (AICP) certification maintenance
• Kansas APA (American Planning Association) Chapter conferences, meetings and workshops
• National Transit Institute and National Highway Institute workshops held in Kansas City or other nearby cities that provide training for MPO related topics and/or AICP certification maintenance credits
• Kansas Association of Metropolitan Planning Organizations (KAMPO) meetings
• Training about the MAP-21 metropolitan planning regulations and how to comply with them that is offered by the FHWA or other groups
• Other training that the MPO staff requests to attend and that KDOT approves as eligible for CPG reimbursement and that can be afforded within the UPWP budget.

For 2015 the MPO staff also plans on organizing and hosting a Kansas Association of Metropolitan Planning Organizations (KAMPO) meeting in Lawrence. The staff time and funding spent on that meeting will be included in this work task.

Objectives:
• To provide training opportunities and funding for MPO staff so that they can learn more about transportation planning and the MPO process
• To obtain and/or 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 provide training opportunities to fellow MPO colleagues as requested and staff time and funding constraints allow

Work Tasks:
• Identify appropriate training for MPO staff and MPO committee members and make arrangements for that training
• Host training opportunities for MPO staffs and other interested officials

Work Products:
• Training for MPO staff (as needed and as UPWP budget allows)
• Education of MPO committee members by MPO staff (ongoing and as requested)
• Host services for MPO training opportunities (as needed and as UPWP budget allows)

1.4 Staff Time Budget: $7,275

1.4a Workshops-Conferences-Training Budget: $3,500

This amount represents all the non-staff costs for attendance at these events (registration fees, travel, lodging, meals, etc.). For 2015 the MPO staff is planning on attending nearby training venues within easy driving distance, but the staff may possibly attend one national conference requiring higher travel costs ($2,900). The staff will purchase online training through this budget item ($100). In 2015 the L-DC MPO staff will host a KAMPO meeting ($500). The total for this item is $3,500.
2015 Budget for Program Support & Administration

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2. SHORT RANGE TRANSPORTATION PLANNING

This category includes projects with a more direct impact on programming funds, supporting others who actually review and design land use and transportation projects, and helping to shape development policy that allow our region to develop land and build transportation systems that add to the region’s economy and quality of life. The 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 within a short time after adoption. This category is often the implementation step to the policies set forth in the Long Range Planning documents.

2.1 Transportation Improvement Program (TIP)

On October 20, 2011 a new overhauled 2012-2015 TIP was approved. That document included an Environmental Justice (EJ) analysis, discussion of the Operations & Maintenance (O&M) funding, an improved project table format, standardized project submission form, and several other improvements. It also included a quarterly TIP amendment schedule that is coordinated with the Statewide Transportation Improvement Program (STIP) amendment schedule.

A 2015-2019 TIP was approved on October 16, 2014. For 2015 the MPO staff and TAC expect to make TIP amendments quarterly as needed. The MPO also plans to fully review and consider making an update of the TIP every two years even though federal regulations only require a full update every four years. A TIP update more often than federally required is expected to keep the number of amendments to a manageable size. In late 2016 the MPO will likely update the TIP again and bring it up to the new standards included in the MAP-21 USDOT regulations.

Objectives:

- To program and schedule (through amendments and revisions) all regionally significant and/or federally funded transportation improvement projects that are consistent with the current MTP and are within the financial capacity of the community
- To ensure opportunities for public input, review, and comments related to the development of 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
Work Tasks:

- Work with the TAC and project sponsors to review proposed projects and determine which ones need to be listed in the TIP and draft needed amendments or revisions to the current TIP so that projects are not delayed
- Work to educate MPO members and local transportation project sponsors about the TIP development process and MPO planning programs
- Complete a list of projects for which federal funding was obligated within the previous federal fiscal year
- Work with the local transit operators to ensure that the TIP includes a Program of Projects (POP) that meets the FTA requirements

Work Products:

- TIP updates, amendments and/or revisions to the TIP to reflect changes to programs and funding (as needed)
- Annual list of transportation projects with obligated federal funds for the last federal fiscal year (compiled in the Fall and due for posting on the website by December 31st)

2.1 Staff Time Budget: $19,627

2.2 Current Planning - Support and Coordination

The MPO staff attends weekly case review meetings with staff from the Lawrence-Douglas County Planning & Development Services (PDS) Department and other local government departments and utility companies to stay informed about land developments that could have significant impacts on the region’s multimodal transportation system. The MPO staff works closely with the Lawrence Traffic Engineer and other local officials to review and comment on proposed land use changes and major projects that will generate large traffic volumes and impact surrounding roads. That activity is useful in forming a connection between the MPO staff and the land use planners and engineers overseeing various land developments in the region. The MPO staff is often asked to review traffic impact studies for larger developments in Lawrence and provide comments to the case planners. Projects brought to the attention of MPO staff by Lawrence or Douglas County planning/zoning staffs are routinely reviewed by MPO staff as requested by the case planners working on those projects. Projects in the three small cities in the region (Baldwin City, Eudora, and Lecompton) are reviewed by MPO staff as requested by those cities.

The MPO staff routinely reviews site plans to make sure that all users of the development, regardless of travel mode choice, are afforded safe and convenient mobility to and around the site. The MPO staff looks at development plans to ensure that people arriving by transit and non-motorized means, as well as by car, will be accommodated and that the required provisions for all modes are made a part of the final development plans. Encouraging multimodal access to new and redeveloped sites in the region is one of the ways the MPO coordinates the goals of the T2040 Plan with the local land use planning process.

Objectives:

- To educate MPO staff about the proposed land uses in the region and their impacts on the regional transportation system and to educate 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 and to offer MPO comments on proposed land development projects

- To help make the review of land development projects more sensitive to the multimodal mobility concerns addressed by the MPO

**Work Tasks:**

- Work with local and state government officials to offer comments on proposed land use changes that will impact the regional transportation system, present a regional MPO perspective on proposed projects and their impacts on the transportation system, learn about land use planning work being done in the region and to work with public officials and project developers to make project changes, as needed, that minimize the project’s impacts on the transportation system

- Work with local and/or state officials to review traffic studies for land development projects in the region

- Work with local and/or state officials to improve staff level working relationships between the MPO staff and other agency staff working on land use and transportation issues, and to foster improved coordination between land use and transportation planners

- Provide recommendations for development code changes that can assist our region with moving toward developments that are more accommodating of all travel mode choices and reflect Complete Streets principles

**Work Products:**

- Review and comments on the planned land development projects (part of the weekly case review meetings)

- Review and comments on traffic impact studies for proposed land developments (within two weeks of receiving the TIS)

- Recommended changes to the development codes used in the region (as discussed and/or requested by local government staff)

2.2 Staff Time Budget: $10,348

2.3 MAP-21 Regulations - Transition Planning

In 2014 the FHWA and FTA discussed new rulemaking for creating new regulations to implement the MAP-21 federal transportation act passed in 2012. New regulations were drafted in 2014 and are expected to be approved soon. The MPO and KDOT staffs are reviewing all of those regulatory changes and will need to modify their products and processes to address the new regulations which will replace the SAFETEA-LU regulations approved on February 14, 2007.

**Objectives:**

- Review MAP-21 regulations for MPO products and processes and begin to plan for how those regulations will be met with changes to the MPO operations in Douglas County

- Specify how the MAP-21 regulations will change MPO products and processes and how those changes will be completed, what MPO-KDOT-Local resources will be needed to make those changes, and when that transition to MAP-21 compliant MPO documents and processes will be completed
Work Tasks:
- Review MAP-21 regulations for MPO products and processes and discuss with the TAC and RTAC how the MPO products and processes will need to be changed to meet those regulations, and coordinate that effort with the KDOT staff and transit agency staffs in the region
- Review and update the MPO’s formation and operating documents (designation agreement, cooperative agreement, bylaws, PPP, LEP plan, Title VI plan, etc.) as needed, and make any changes to those documents prompted by the new MAP-21 regulations
- Review and update the MPO’s plans and programs (MTP, TIP, CTP-HSTP, etc.) as needed, and make any changes to those documents prompted by the new MAP-21 regulations

Work Products:
- Revisions to MPO processes and products to reflect MAP-21 regulations

2.3 Staff Time Budget: $11,749

2015 Budget for Short Range Transportation Planning

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3. LONG RANGE TRANSPORTATION PLANNING

The Long Range Transportation Planning category includes: major studies that set the future vision for surface transportation (roadway, transit, bikeway, pedestrian) corridors and areas, regional policy setting documents like the MTP, and other important planning efforts designed to create multimodal 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 activities typically have broader scopes (e.g., they look at an entire urban street system rather than just a few intersections) and/or they have longer time horizons (e.g., they look at what needs to happen over the next two decades instead of just what could occur in the next five years). Under this category there are six tasks that provide the framework for the MPO staff and the public to participate in the discussion of how our region’s multimodal transportation system is going to look and how it will function now and in the future.

3.1 Regional Travel Demand Model & Data Development

The travel demand model for the L-DC MPA was created by KDOT staff with assistance from the MPO staff and is used in the development of the MTP. A consultant modeling contractor upgraded the model and provided some limited modeling training to the MPO staff from 2010-2013. That consultant coordinated the L-DC MPO model with the model developed for the 5-County Regional Transportation Study and during that effort the L-DC MPO model was...
expands to cover all of Douglas County. The current model is in a TransCAD format and housed in the MPO office.

The MPO staff plans to use some limited staff time to train on basic TDM functions (e.g., printing maps from the model, splitting a TAZ, etc.). However, the amount of time and expertise in modeling that our small MPO staff can expect to have each year is likely to be limited to the simplest modeling task. The necessity of our small MPO hiring a modeling consultant on a periodic basis to upgrade and improve our model and to run it for scenario building during the MTP update cycle will continue indefinitely. The reasons for needing to train on TransCAD enough to become comfortable with it and to handle routine model revisions but still hire a modeling consultant to work on the model during MTP updates are simple. During those MTP update periods the MPO staff will be busy running the public participation program, drafting the text for the new MTP, working with planning partners to obtain and analyze updated data (land use, employment, traffic accident, fiscal, etc.), and working on everything else related to developing a new MTP. Contracting out the modeling part of an MTP update will allow the MPO to work more scenarios and work them faster so that the model can be discussed more often and earlier in the MTP update cycle. That contract modeling expertise will also allow the MPO to have its model updated and have an expert troubleshoot its model on a five-year cycle and have desired improvements installed (e.g., more user-friendly interface screens for data input and revision). The MPO staff may attend a TDM training session in the near future (most likely in 2016 as work begins on the model for the next MTP update), but that will be done to have staff better understand how these regional models work and their weaknesses and limits. That amount of training will not make the MPO staff proficient users of TransCAD travel demand models.

The MPO must develop, obtain and maintain accurate and reliable data for use in its TDM and for other MPO purposes. Some of that data is purchased on a five-year cycle to correspond with the TDM and MTP update cycles, and other data is obtained from state and local government staffs. This 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 in road designs, the MPO also receives requests for model information from consultants working on land development projects. These requests are for things like existing and projected future traffic counts at intersections. Maintaining the model and database helps the MPO provide up to date information in response to these requests.

During 2015 the MPO staff may use small amounts of time to retrieve maps and statistics from the model, but the staff does not plan on model work being a major activity this year. However, that is not to suggest that the L-DC TDM will not be worked on and used and/or updated in 2015. In 2014 the KDOT hired a consultant team to do planning and design work on the West Leg of the South Lawrence Trafficway (K-10 Highway). The consultants working on that contract have contacted the MPO staff to ask about our model. It appears that the consultants want to use the MPO model as a starting point for creating their model to project traffic demand on the new widened section of K-10. The MPO model may be used and possibly updated by KDOT consultants and/or KDOT staff in 2015. If that is done then a new updated model should be returned to the MPO which can then be used as the starting point for their next MTP related modeling effort taking place in 2016 and 2017.

The MPO staff may also draft a RFP and hire a modeling consultant in late 2015. That consultant will work on the model during the MTP update cycle and do model work needed to produce the next MTP which needs to replace the T2040 Plan before March 21, 2018. That modeling consultant may also be used as an on-call consultant for other MPO projects that need those services.
**Objectives:**

- To maintain the travel demand model and associated data files
- To use modeling and its data to facilitate community dialogue concerning regional development and transportation goals and to evaluate land use and transportation system scenarios
- To collect, update and analyze data necessary to support the creation of a regional travel demand model for utilization in the update and maintenance of the MTP

**Work Tasks:**

- Respond to transportation model inquiries and data requests from citizens, public agencies, consultants, elected and appointed officials, MPO members, and the media as staff time and modeling abilities allow
- Locate and obtain existing economic, demographic, land development, and other geographic databases useful in transportation planning
- Review and revise as needed the regional travel demand model road network and traffic analysis zone structure (for 2015 this task is likely to be limited to updates to add new road segments and split TAZ boundaries as needed to reflect land development intensities and/or patterns that have changed since the last MTP model scenarios were run in 2013)
- Discuss new land use/transportation network scenarios to model for the next MTP update due in early 2018 with modeling work to start in 2016 (for 2015 this task will be limited to discussions of new scenarios reflecting changes in transportation network operations related to the SLT completion and other major road projects along with their related changes in land use; changes to local land use plans related to major developments like Rock Chalk Park will also be discussed)
- Attend and participate in basic travel demand model training to gain the ability to do simple basic model functions (e.g., add a new roadway link to the network, retrieve mapped data from the model, etc.)
- Work with City, County and KDOT officials to compile transportation safety data and decide how to use that data in MPO documents and processes (this activity will include discussions about how the region can respond to MAP-21 requirements for safety performance measures and involve various state and local agencies that may need to provide the MPO with safety data and analyses)

**Work Products:**

- Model analysis results for regionally significant roadways in response to data requests as staff time and abilities allow (ongoing)
- Transportation infrastructure, land use and density, and socioeconomic information, and other data acquired from outside sources and/or produced by MPO staff and used in the regional travel demand model (ongoing)
- Travel Demand Model training and experience for the MPO staff (ongoing activity)

**Regional Travel Demand Model & Data Development - Budget: $5,874**

**3.2 Metropolitan Transportation Plan**

The T2040 Plan was the result of a collaboration of MPO staff and interns working along with a travel demand modeling consultant through a public participation process with input from various groups and stakeholders. The T2040 Advisory Committee along with other committees helped the MPO staff draft the T2040 for approval in early 2013. The development of the
T2040 Plan primarily used in-house existing local staff and volunteer resources with the consultant budget for modeling equal to about one-fifth of what the previous plan cost in consultant fees. The T2040 Plan replaced the previous Transportation 2030 Plan that was produced by consultants and approved in March 2008.

As part of the latest MTP update cycle the MPO staff also worked with the TAC, KDOT staff and other local officials to review and update the Roadway Functional Classification Map for the L-DC Region. That effort involved changes to some routes crossing into adjacent counties, and that necessitated MPO staff coordination with Shawnee and Jefferson County officials. The creation of the T2040 Plan also included a review and update of the locally derived Major Thoroughfares Map (road functional classification map used by land use planners). The T2040 Plan clarified the difference between that local map and the MPO-KDOT-FHWA recognized Functional Classification Map.

Currently, the T2040 Plan is compliant with federal regulations. In 2015 an amendment to that plan will be crafted to incorporate information from the Multimodal Planning Studies and the Regional Pedestrian Plan. Once that amendment is made to T2040 the MPO staff will transition into preparing for the next MTP update which will need to be approved before March 21, 2018.

**Objectives:**

- Update and maintain a MTP that is multimodal and meets all federal regulations for MTP content and development process
- Assist in integrating the MTP with the KDOT statewide long range plan
- Maintain a Functional Classification Map for all public roadways in Douglas County that is approved by KDOT for MPO use, and coordinate the MPO road functional classifications with locally produced road classifications that are used for land use and/or transportation planning within Douglas County
- Create and maintain a project selection procedure for including projects as recommended transportation system improvements in the MTP
- Continue the process of coordinating the development of the MTP with local land use, growth management, economic development, and other comprehensive plan elements and consider those comprehensive plan issues in developing and amending the MTP

**Work Tasks:**

With the March 2013 approval of the Transportation 2040 Plan and a new Functional Classification Map, the MPO staff expects to make only needed amendments to the MTP in 2015. The MPO has one planned amendment for 2015.

- Update, maintain and/or amend the MTP document so that it stays up to date, stays fiscally constrained and reflects the current status of the transportation system in the MPO area and stays in compliance with federal planning regulations
- Review statewide and national plans for transportation networks and confer with TAC members and KDOT staff to determine how the MTP can continue to be consistent with statewide and national plans
- Review and comment on plans produced by other agencies covering Kansas and/or Douglas County and discuss with officials from those agencies how their plans and the MTP can be coordinated to have consistent recommendations for the transportation system in Douglas County
- Maintain and distribute the MPO/FHWA approved Roadway Functional Classification Map for the L-DC Region
- Review public comments about transportation planning issues in the region, and document those comments so that they can be reviewed and incorporated into the next
Work Products:

- Comments on corridor studies, area plans, and other documents that discuss impacts to the region’s transportation system and/or the MTP (as requested by MPO planning partners)
- Amendments to the current MTP (as needed)
- Review of public comments received about the current MTP and transportation planning issues in the region and strategies for addressing those concerns (ongoing)
- Comments about the relationships between various comprehensive plan elements produced by the region’s local governments and the MTP, and strategies for improving the coordination between those local comprehensive plans and the MTP (ongoing)
- Comments about transportation issues related to major land development proposals in the region and strategies for incorporating those concerns into the MTP (ongoing)
- Plans for engaging the freight community and all other interest groups and stakeholders and concerned citizens in the MPO process and strategies for creating opportunities for public participation by all those groups in the development of the next MTP and other pertinent MPO reports (ongoing)

Metropolitan Transportation Plan - Budget: $13,907

3.3 Special Studies

The MPO staff has participated in corridor studies involving more than one county like the US-56 Corridor Management Plan which was jointly sponsored by KDOT and local governments and two MPOs (L-DC MPO and MARC) covering Douglas and Johnson Counties. That plan studied a 22-mile stretch of US-56 between I-35 near Gardner and US-59 south of Lawrence. That study is complete, but the MPO staff still serves on the Corridor Advisory Committee. The MPO staff has also been involved with smaller scale local studies like the US-40/K-10 Interchange Area Transportation Plan covering a stretch of US-40/6th Street from George Williams Way in Lawrence to E 800 Road in Douglas County. The MPO has also been involved in large multi-county regional studies including the 5-County Regional Transportation Study which covers transportation corridors in Douglas, Johnson, Wyandotte, Leavenworth, and Miami Counties. The MPO staff will continue to review those studies and others related to transportation planning in Douglas County and incorporate the information from those studies into the L-DC MPO documents, policies and processes as appropriate.

A more recent special study that the MPO completed and closed out in early 2014 is the Multimodal Planning Studies. That project contained three parts: Commuter Park & Ride Study, Fixed Route Transit and Pedestrian Accessibility Study, and the Countywide Bikeway System Plan. In March 2014 the MPO approved that project and directed MPO staff and committees to review the recommendations from that project and coordinate that study’s results with other MPO documents and policies including a planned 2015 MTP amendment to incorporate the Multimodal Studies information. In July 2014 the City of Lawrence and Douglas County accepted the Multimodal Planning Studies Reports as complete and directed their staffs to review and use those reports in developing transportation projects. The reports and/or recommendations from the Multimodal Studies are also being considered by other local governments in the region for incorporation into their plans and processes.

During the second half of 2014 the MPO completed the process of hiring a consultant to update the Regional ITS Architecture, and that process of updating the ITS plan began and is continuing in 2015. For 2015 the completion and approval of a new Regional ITS Architecture
to replace the original one completed in 2008 will be the major Special Studies effort of the MPO staff.

In addition to the follow up from the Multimodal Planning Studies and the completion of the ITS Architecture update, the MPO staff may also participate in work on other special studies impacting the transport system in Douglas County during 2015 as directed by the MPO Policy Board and as staff time allows.

Objectives:

- To prepare plans for the development or redevelopment of specific areas or corridors located within the L-DC 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 which: ascertain public needs or preferences; produce special studies that can complement the MTP as well as MPO policies and/or processes; and/or produce specialized information designed to address particular transportation planning related issues that are not addressed in other MPO work tasks
- To update other MPO documents (e.g., the ITS Architecture) that are not specifically addressed in other UPWP work task and ensure that those special plans are updated in a timely manner
- To use information from previously completed special study projects to improve the MPO program and the region’s multimodal transportation system
- To take advantage of additional funding to best utilize local match dollars for special studies and work tasks

Work Tasks:

- Review of recently completed special studies (e.g., 5-County Regional Transportation Study, Multimodal Planning Studies, etc.) and the incorporation of issues and recommendations from those studies into appropriate MPO documents including the MTP and the TIP
- Staff work related to the update of the Regional ITS Architecture and participation in activities necessary for the completion of that project
- The MPO staff will identify special studies that are needed to address special concerns or issues raised by the MPO Policy Board and/or Technical Advisory Committee or other advisory committees during the course of the year. The MPO staff will then determine if staff time and/or funding is available to study those issues, and if so, the MPO staff will discuss possible UPWP changes with the TAC and MPO. With ample resources and MPO Policy Board approval the MPO staff will work on new special studies.

Work Products:

- Updated plans and documentation of the MPO staff work on incorporating information from recently completed special studies affecting Douglas County into MPO documents including the MTP (ongoing activity)
- Meetings and documentation showing the MPO staff management of the consultants for the Regional ITS Architecture Update and any other new special studies funded for work in 2015 (ongoing activity during the contract period for the consultant)
- Documentation of work accomplished for other special studies that address issues raised in the MTP and/or through the MPO process and authorized by the MPO (as work is accomplished)
Special Studies – Budget: $24,187
This amount represents the cost of staff time used.

ITS Architecture Update - Budget: $35,000
This amount represents the budgeted 2015 portion of the consultant contract costs for creating this ITS architecture update. In 2014 the MPO programmed $45,000 for this project, and the total project budget is $80,000.

3.4 Bicycle and Pedestrian Planning
The MPO has provided input and assistance to a number of on-road and off-road bicycle planning initiatives in Douglas County, and the MPO staff provides support for the Lawrence-Douglas County Bicycle Advisory Committee (BAC). Since 2011, the BAC has served as an advisory group to both the Lawrence City Commission and the Douglas County Commission. However, the BAC is not an official MPO committee, but BAC members and MPO staff work closely on efforts to improve the bicycle component of the region’s multimodal transport system. The MPO staff also reviews road construction projects and development plans for bicycle and pedestrian facilities, maintains a regional bikeway system map, and updates the Bicycle Plan as needed. Since 2009 the MPO staff has been organizing bicycle and pedestrian counts as part of the National Bicycle and Pedestrian Documentation Project (NBPD) for Lawrence. Subsequent rounds of bike-pedestrian counting were completed each year since 2009 in Lawrence with counts in Eudora added starting in 2011 and counts in Baldwin City added in 2013.

The MPO staff had made plans during 2014 to order portable bike-pedestrian counters. Acquisition of automatic counters would allow the MPO staff to collect 24-hour counts and conduct counts at remote locations where placing a lone person to take manual counts may not be desirable. Future comparisons of the manual counts to the automatic counts will allow the MPO to analyze the data and determine the peak hours for bike-pedestrian activity and to see if those times match the times predicted by the NBPD methodology. MPO staff will also be able to use those counters to compare 24-hour counts of motorized and non-motorized traffic at selected locations. However, recent conversations between MPO staff and colleagues who have used these counters have raised concerns about their operation and applicability to our region’s bike-ped network. The purchase of bike-ped counters has been delayed and may be reconsidered in 2016.

The City of Lawrence is currently a Bronze Level rated Bicycle Friendly City (BFC) designated by the League of American Bicyclists. That status was last granted in 2012. As part of many efforts to maintain and improve that BFC rating the MPO staff reviews project development plans to ensure adherence to requirements for bikeways, bicycle parking, and sidewalks. The MPO staff is also working to incorporate Complete Streets principles into MPO documents as well as local development codes and infrastructure standards in order to benefit all roadway users. The 2013 Countywide Bikeway System Plan addresses many elements that will be fundamental to building a connected bikeway network and improving bicycle friendliness throughout Douglas County. In 2016, the City of Lawrence will need to re-apply for its BFC designation with the League, and it is hoped that those efforts and other recent activities like the ones listed here under this work task will help Lawrence maintain or improve its bike-friendly rating. Drafting that BFC application will be the responsibility of the City and the BAC.

Over the last few years the MPO staff and other local officials have sporadically worked on a Sidewalk Plan to inventory pedestrian facilities in the region and identify gaps in the sidewalk system. Work on pedestrian system planning had been spotty with sidewalk needs and conditions mostly being studied as part of larger corridor or road project plans. A holistic system wide plan for pedestrian mobility around the region was not complete. However, several pedestrian issues were discussed as part of the Complete Streets discussions during
2011-2012 and as part of the Multimodal Planning Studies discussions in 2013-2014. Active transport has become a discussion topic both locally in the Lawrence-Douglas County Region and on the national level as the relationships between public health and transportation choices are talked about more often by more people and discussed more by elected officials. In 2014 the City of Lawrence completed a sidewalk conditions inventory involving a simple visual assessment of sidewalk conditions. A similar inventory process is underway now in Eudora and Baldwin City. The MPO staff devoted a significant amount of their time in the second half of 2014 to work on the Regional Pedestrian Plan. That pedestrian planning project will use sidewalk inventory and condition data collected for the region’s cities. The completion of the Regional Pedestrian Plan is scheduled for 2015.

During 2014 the MPO staff coordinated with the City of Lawrence, the Lawrence-Douglas County Health Department, and USD 497 Lawrence Public Schools to complete a KDOT application for funding to complete a Safe Routes to School (SRTS) planning process in Lawrence. At the time of this UPWP approval the KDOT had not yet announced the awards from that grant application cycle. However, the MPO staff is committed to participating in the SRTS planning process, providing mapping support, commenting and reviewing draft plans, and incorporating the outcomes and processes with MPO plans and processes. Likewise, the Health Department and USD 497 staffs are committed to progressing SRTS planning in Lawrence regardless of whether or not KDOT awards a grant for that work to the area.

During the second half of 2014 several groups and individuals have discussed the possible reorganization of the area’s advisory committees to create better coordination of bicyclist and pedestrian planning and infrastructure issues. That discussion has led to the BAC hosting meetings to discuss issues with other bike-ped focused groups in the region. The Lawrence City Commission has recently called for the creation of a taskforce to study implementation of the Multimodal Studies and address bike-ped issues. In 2015 the MPO staff plans on being involved in that discussion and any re-organization of the bike-ped groups in the region.

Objectives:

- Create and maintain data for bikeways, bicycling activity, pedestrian facilities, and pedestrian activity for use in various transportation studies and reports
- Encourage integration of bicycle and pedestrian transportation needs in land development projects, roadway designs, local comprehensive plans, and capital improvement projects
- 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 multimodal transport system
- Maintain, update and implement the Bicycle and Pedestrian portions of the T2040 Plan, local comprehensive plans, and the Countywide Bikeway System Plan
- Encourage and support local Safe Routes To School and community multimodal planning processes and projects

Work Tasks:

- Coordinate roadway design concepts and standards to ensure that the needs of non-motorized travelers are addressed
- Review site plans for land development projects to ensure adherence to requirements for bikeways, bicycle parking, and pedestrian facilities in new and redevelopment projects
- Develop priorities for listing bicycle and pedestrian facilities in local capital improvement plans and other documents that budget funding for bicycle facilities and programs in order to implement MTP recommendations for bicycle and pedestrian facilities
• Update the Bicycle and Pedestrian portions of the MTP and the Bikeway System Map as
  needed (an amendment is planned for 2015)
• Assist and/or support, as appropriate, local governments and other eligible groups in
  the region with creating funding applications for bicycle and pedestrian projects and
  programs
• Promote the inclusion of policies and projects for non-motorized transportation in the
  local planning processes and comprehensive plans throughout Douglas County and work
  to coordinate those local plans for bike-pedestrian facilities with the regional
  transportation planning done by the MPO
• Address pedestrian and/or bicycling issues raised by the BAC, TAC or other groups and
  work with those groups to determine how those issues can be incorporated into studies,
  MTP updates, TIP updates, and/or other MPO products and/or processes
• Participate in discussions of the possible re-organization of advisory groups concerned
  with pedestrian and/or bicyclist issues and work with those groups to maintain input on
  those bike-ped issues in the MPO process; discuss any changes to those groups with
  MPO planning partners and discuss staffing issues for the re-organized committee
  structure
• Coordinate the activities and actions of the BAC, the LiveWell Lawrence Built
  Environment Work Group, the KU-BAC, the Lawrence Pedestrian Coalition and other
  bike-ped interest groups with related activities of the MPO committees and staff
• Work with TAC members and local governments in the region to update and/or create a
  countywide mapped inventory of pedestrian and bikeway infrastructure
• Work with TAC members and local governments to develop an online interactive
  mapping tool for public input about multimodal transportation issues and bicyclist-
  pedestrian infrastructure needs
• Plan, organize, and administer the 2015 Bicycle and Pedestrian Counting Program
• Work with various groups to improve bicycle facilities and programs and to incorporate
  those improvements into the region’s next Bicycle Friendly Community application
  submitted to the League of American Bicyclists
• Work with local school district officials, BAC members, TAC members, law enforcement
  officials, and other groups to encourage the development of Safe Routes To School
  projects and programs throughout Douglas County, and participate in the creation of
  the Lawrence Safe Routes to School Plan
• Prepare and distribute meeting agendas, minutes, and supporting documents for the
  Bicycle Advisory Committee (BAC) meetings
• Take a lead role, and with the assistance of the Regional Pedestrian Plan Steering
  Committee, develop and complete a Regional Pedestrian Plan for Douglas County

Work Products:
• Reviews of roadway projects, development plans, and plats that note the needs for
  pedestrian facilities, bicycle facilities and/or bicycle parking (ongoing)
• Bikeway System Map or Bicycle Rideability Map updates (as needed)
• BAC agendas, minutes, annual work plan and letters of support (ongoing)
• Updates to transportation design guidelines and standards that incorporate bikeway
  planning and design guidelines and encourage the construction of bicycle-friendly
  transportation improvements (as needed and MPO staff time allows)
Regional Pedestrian Plan showing the condition of pedestrian facilities and plans for pedestrian environment and pedestrian infrastructure improvements focusing on planning for a pedestrian mobility network (this is a major bike-ped work item for 2015)

- Bicycle and Pedestrian Count data and reports
- Priority list of bicycle and pedestrian facility improvements for inclusion in local government capital improvement plans and roadway maintenance plans (as needed and MPO staff time allows, during 2015 it is anticipated that a newly formed Lawrence City Commission Taskforce will begin this process)
- Various meeting notes and other documentation for the MPO staff involvement in the possible re-structuring of the area’s bike-ped advisory groups
- Inventory of pedestrian infrastructure, bikeways, bicycle parking facilities, and support services for bicyclists in Douglas County (this is an ongoing activity as new developments and new bike facilities are built or installed)
- Meetings and/or documentation to show that the MPO has encouraged and/or participated in Safe Routes To School (SRTS) plan and processes (as needed and MPO staff time allows)
- Documentation of improvements since the previous Bicycle Friendly Community application for the League of American Bicyclists was submitted for Lawrence (the next application is due in early 2016 and the City and BAC are responsible for completing this application; MPO staff may provide some edits and other minor support)

**Bicycle and Pedestrian Planning - Budget: $34,666**

### Air Quality Planning

The MPO attended meetings with Kansas Department of Health and Environment (KDHE) officials and learned that Douglas County is on the borderline for non-attainment status and could be designated as non-attainment for ozone in the future if the standards change. MPO staff has discussed this issue with TAC members, KDOT officials, and Lawrence-Douglas County Health Department staff. As of the approval date for this UPWP the enactment of new ozone standards by the EPA and the KDHE response to that have both been put on-hold. Douglas County is currently in attainment, and the MPO staff will proceed with its work this year under that attainment designation. A change in the air quality designation for Douglas County is not expected to occur in 2015; however, this situation could change.

The MPO staff has monitored the progress, or lack of progress, on setting new ozone standards throughout the last five years, and attended several meetings of the Douglas County Air Quality Committee. MPO staff will continue to participate in that committee. For 2015, the MPO staff expects to keep informed about federal and state actions that could impact the air quality status and MPO operations in Douglas County.

**Objectives:**

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

**Work Tasks:**

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

**Work Products:**

• Meetings and documentation about the air quality designation of Douglas County (ongoing)
• Plans, reports, and other documents related to the MPO efforts to comply with air quality and planning regulations (ongoing)

**Air Quality Planning - Budget: $2,937**

### 3.6 Long Range Planning – Support & Coordination

The MPO staff has provided input and comments on a number of long range land use plans. These include area plans like the West of K-10 Area Plan. Those long range plans, that are not directly transportation system plans but influence how land is developed and are important to the MPO planning efforts. Support and coordination of land use and transportation planning efforts has taken place for many years in Douglas County. This is simply good comprehensive planning. It will continue in 2015.

Since 2011, the latest MPO-approved MTP is the transportation chapter for the city-county comprehensive plan. The MPO staff expects to work in 2015 to keep that land use-transportation planning closely coordinated as Lawrence and Douglas County officials work to update the other chapters of their joint comprehensive plan.

For this year the 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. That will include MPO staff reviewing and commenting on the update to the Lawrence-Douglas County Comprehensive Plan and the coordination of the land use and other plan elements with the transportation element of that plan (which is currently the MPO’s T2040 Plan).

The MPO staff may also spend some amounts of time in 2015 on its continuing support of incorporating Complete Streets Principles into local development standards and processes.

**Objectives:**

• Maintain a 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
• 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
• Provide accessibility for transportation planners to obtain data on land use and economic activity that is helpful in creating and updating the MPO’s regional travel demand model, the MTP, and other MPO products
• Provide input on local development code issues, such as complete streets policies and access management regulations, that affect the ways in which the region’s transportation system is built and operated

Work Tasks:
• MPO staff will receive, review and comment on land use plans/regulations and indicate if those land use plans/regulations are consistent with and how they are not consistent with MPO-approved planning documents, and MPO staff will offer suggestions for how those documents can be changed to make them more consistent
• MPO staff will meet regularly with other local and state planners working on land use plans and other system plans in the region
• 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 MTP and other MPO documents
• MPO staff will review local transportation related development codes and standards and work with local officials to incorporate Complete Streets principles into those local codes

Work Products:
• Comments from MPO staff on draft long range plans for areas and systems (as requested)
• Updates to MPO planning documents that reflect improved coordination between land use and transportation system planning in the region (as developments are planned or as requested)
• Correspondence and materials related to the use of the Comprehensive Plan – Chapter 8 and how that formalizes and strengthens the coordination between land use and transportation planning (as necessary)
• Revisions to local development regulations and standards to incorporate Complete Streets Principles (as local governments in the region adopt or update CS policies)

Long Range Planning – Support & Coordination - Budget: $5,874

2015 Budget for Long Range Transportation Planning:

<table>
<thead>
<tr>
<th>UPWP #</th>
<th>Work Task</th>
<th>Totals</th>
</tr>
</thead>
<tbody>
<tr>
<td>3.1</td>
<td>Regional Travel Demand Model (TDM) and Data Development</td>
<td>5,874</td>
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<tr>
<td>3.2</td>
<td>Metropolitan Transportation Plan</td>
<td>13,907</td>
</tr>
<tr>
<td>3.3</td>
<td>Special Studies</td>
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<tr>
<td>3.3a</td>
<td>ITS Architecture Update – consultant fee</td>
<td>35,000</td>
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<td>3.4</td>
<td>Bicycle and Pedestrian Planning</td>
<td>34,666</td>
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<tr>
<td>3.5</td>
<td>Air Quality Planning</td>
<td>2,937</td>
</tr>
<tr>
<td>3.6</td>
<td>Long Range Planning – Support &amp; Coordination</td>
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</tr>
<tr>
<td>Category Total</td>
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<td>122,447</td>
</tr>
</tbody>
</table>
4. PUBLIC TRANSPORTATION PLANNING

This category includes two major types of transit planning activities: Public Transit Planning & Coordination, and Paratransit Planning & Coordination. The transit planning done by the MPO staff focuses on coordination and the impacts of transit services on the regional transportation systems.

For 2015, the MPO staff expects to spend about the same amount of time on both types of transit planning, but overall the MPO staff will probably spend less time on this transit category in 2015 than it did annually between 2009 and 2013. Lawrence Transit and KUOW operations are highly coordinated into one route and schedule system, and the region’s paratransit providers are organized through the RTAC to address their common concerns and needs.

Transit issues will be discussed frequently by the MPO staff in 2015, and much of that discussion may take place as part of the follow-up discussions about the Multimodal Planning Studies or as part of discussions about the development of the new Lawrence Transit Center. Many transit discussions in 2015 will likely be held at TAC and RTAC meetings as needed throughout the year.

4.1 Public Transit Planning & Coordination

The MPO staff has assisted the City of Lawrence with the development of public transportation services and provides ongoing transit planning support to 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 TIP along with local funding sources.

Since 2009, coordination of the Lawrence Transit and KU on Wheels services and operations has become a reality through a shared maintenance center, vehicle purchases, coordinated route planning/scheduling, and a joint service/operations contract. The MPO staff has been active in City-KU coordination discussions and will continue to do so as requested by the local transit staffs.

In 2012, the City of Lawrence hired a consultant to study the need and possible locations for a transit center in Lawrence. Since then, the transit center location study has been expanded to include some traffic impact analysis that was completed in early 2014 and then expanded again to have the consultant team study traffic mitigation techniques along 21st Street near a proposed site for this transit center. A final decision about where this new transit center will be located may be made soon. During 2015 the MPO and Lawrence Transit staffs will continue to discuss the transit center and how it will impact the region’s transit system and the rest of the region’s multimodal transportation system.

Objectives:

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

Work Tasks:

- Participate in discussions about improving coordination of transit services between the City of Lawrence and the University of Kansas and participate in that coordination work
- Monitor the changes to transit services in the Lawrence Area and participate in discussions about how those transit changes impact mode choice in the region
• Participate in planning studies and/or discussions concerning the provision of commuter transit services between the Lawrence, Topeka, Kansas City, and Johnson County areas (in 2015 this is expected to include discussions about the recommendations from the I-70 Corridor Transit Feasibility Study completed in 2014 and how that study’s recommended service could be provided)

• Work with the MPO committees to discuss the needs and possibilities for transit services to rural and small town areas in the region

• Provide technical and planning assistance to the City Commission and City Public Transit Administrator

• Assist City staff as appropriate with the grant application process for use of FTA and/or KDOT funds for urban transit services

• Discuss the results of the Lawrence Transit Center Location Analysis Study with various City officials and other MPO partners to assess the impacts of that study’s recommendations on the region’s multimodal transport network

**Work Products:**

• Various letters, reports and other documentation related to the coordination of the Lawrence Transit and KU On Wheels transit services (ongoing activity)

• Various letters, reports and other documentation related to the discussions of intercity commuter and rural transit services in Northeast Kansas (ongoing activity)

• Documentation of MPO participation in planning studies and/or discussions concerning the provision of commuter transit services between the Lawrence, Topeka, Kansas City, and Johnson County areas (participation in discussions concerning the implementation of the I-70 Corridor Transit Feasibility Study recommendations is expected throughout 2015 and beyond)

• Documentation of MPO participation in discussions concerning the recommendations from the Lawrence Transit Center Location Analysis Study (study completion is expected in 2014 with MPO staff participation in discussions about that study expected throughout 2015)

**Public Transit Planning & Coordination - Budget: $6,925**

4.2 Paratransit Planning and Coordination

The MPO staff has worked with the local specialized transit providers and KDOT staff to program funds in the TIP for Section 5310 providers and to create and implement the Coordinated Public Transit–Human Services Transportation Plan (CPT-HSTP) that was approved in early 2012. That assistance with programming funds and planning specialty transit services will continue in 2015 as the MPO staff works with local paratransit providers to implement the recommendations from the CPT-HSTP. Issues and concerns raised in that paratransit plan were also incorporated into the T2040 approved in March of 2013. In 2014 the KDOT announced to the MPO and transit/paratransit operators that KDOT was going to reorganize its transit program so that the existing Coordinated Transit Districts (CTD) will be replaced with new administrative areas called Regions. The MPO staff and the RTAC members are discussing that KDOT change now and will work on adjusting to it in 2015.

**Objectives:**

• To identify the needs for specialized transit services in the region and to incorporate paratransit issues into the MPO processes and documents
- To provide assistance to local agencies that are supported with funding for the transportation of elderly and disabled persons (e.g., FTA 5310 funds) and to program those funds in the TIP as needed
- To maintain and implement a CPT-HSTP for Douglas County

**Work Tasks:**
- MPO staff will meet with paratransit providers from Coordinated Transit District (CTD) #1 and work with those providers and KDOT staff to incorporate paratransit issues into the MTP and future updates to the CPT-HSTP
- MPO staff will work with local paratransit providers to implement the recommendations from the CPT-HSTP and to update that plan as needed
- MPO staff will monitor the KDOT work on reorganizing the administration of their transit staff and programs from Coordinated Transit Districts to newly formed Regions

**Work Products:**
- Updates to T2040 or the TIP to reflect changes to paratransit services or funding in the region (as needed)
- Meeting agendas, minutes, and supporting documentation of efforts of the RTAC and its members to implement the recommendations from the CPT-HSTP (ongoing activity)
- Documentation of MPO involvement in discussions about the reorganization of the KDOT Public Transportation Division programs from CTD based areas to the new KDOT Regions

**Paratransit Planning and Coordination - Budget: $6,198**

**2015 Budget for Public Transportation Planning:**

<table>
<thead>
<tr>
<th>UPWP #</th>
<th>Work Task</th>
<th>Totals</th>
</tr>
</thead>
<tbody>
<tr>
<td>4.1</td>
<td>Public Transit Planning &amp; Coordination</td>
<td>6,925</td>
</tr>
<tr>
<td>4.2</td>
<td>Paratransit Planning &amp; Coordination</td>
<td>6,198</td>
</tr>
<tr>
<td>Category Total</td>
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<td>13,123</td>
</tr>
</tbody>
</table>

**Total Cash Expenditures Budgeted for the 2015 UPWP - $247,372**

**Note about the KDOT Match for the UPWP Budget**

The Kansas Department of Transportation (KDOT) provides toll credits that are used as non-cash match for this work program. Those credits are not allocated to any particular work task but are used to match the work program as a whole. For 2015 the MPO is using 7,956 toll credits from KDOT in its UPWP budget. This is the last year that KDOT will routinely allocate toll credits for MPO use. Starting in 2016 the MPO will transition its budget back to a full local cash match basis which was used in 2008 and previous years.
<table>
<thead>
<tr>
<th>2015 UPWP Work Task Schedule</th>
<th>UPWP #</th>
<th>1st Quarter</th>
<th>2nd Quarter</th>
<th>3rd Quarter</th>
<th>4th Quarter</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>MPO Committee Support</td>
<td>1.1</td>
<td>o</td>
<td>o</td>
<td>o</td>
<td>o</td>
<td>This activity includes ongoing work to staff MPO committee meetings and produce meeting documentation (agenda, minutes, etc.). This activity includes staff support for the MPO Policy Board (MPO), MPO Technical Advisory Committee (TAC), Regional Transit Advisory Committee (RTAC), and any other committees formed by the board. Typically, during the second quarter reviews, work program amendments and/or revisions are approved as needed to update task roles and make other annual changes. A new UPWP for the upcoming year is routinely drafted in the 3rd Quarter and approved in October or November each year. Each quarter a billing report is prepared and sent to KDOT.</td>
</tr>
<tr>
<td>Unified Planning Program (UPWP) &amp; Grant Management</td>
<td>1.2</td>
<td>o</td>
<td>X</td>
<td>X</td>
<td>o</td>
<td>Typically, during the second quarter reviews, work program amendments and/or revisions are approved as needed to update task roles and make other annual changes. A new UPWP for the upcoming year is routinely drafted in the 3rd Quarter and approved in October or November each year. Each quarter a billing report is prepared and sent to KDOT.</td>
</tr>
<tr>
<td>Public Participation Plan (PPP)</td>
<td>1.3</td>
<td>o</td>
<td>o</td>
<td>o</td>
<td>o</td>
<td>The Public Participation Plan (PPP) was thoroughly reviewed and updated in 2011-2012. The MPO does not plan on conducting another major update of this required document until after new MAP-21 regulations are produced and reviewed. The PPP will be reviewed and updated as needed in 2016 for preparation of developing the next MTP to replace the T2040 Plan. Work to implement the PPP and engage the public in the MPO processes is an ongoing activity that is coordinated with all other work tasks.</td>
</tr>
<tr>
<td>MPO Education &amp; Staff Training</td>
<td>1.4</td>
<td>o</td>
<td>o</td>
<td>o</td>
<td>o</td>
<td>Education about the MPO process is an ongoing activity involving all planning partners. Staff training will occur as time and funds allow, and training for staff will take place at conferences and workshops and by participation in webinars.</td>
</tr>
<tr>
<td>Transportation Improvement Program (TIP)</td>
<td>2.1</td>
<td>o</td>
<td>o</td>
<td>o</td>
<td>o</td>
<td>The TIP for 2015, with several improvements designed to make the TIP easier to read and the process for making TIP changes streamlined, was approved on October 15, 2014. With the TIP update now approved the MPO expects to spend most of its time on this activity in 2015 handling routine TIP amendments to add projects or to make funding level changes.</td>
</tr>
<tr>
<td>Current Planning Support and Coordination</td>
<td>2.2</td>
<td>o</td>
<td>o</td>
<td>o</td>
<td>o</td>
<td>The MPO staff will continue its ongoing activities with local land use planning staffs, and the MPO staff will continue to comment on development proposals that may significantly impact the region’s transportation system.</td>
</tr>
<tr>
<td>MAP-21 Regulations - Transition Planning for MPO</td>
<td>2.3</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>The MPO staff will work with FTA, FHWA and KDOT staffs as well as the local governments and advisory committees in the MPO structure to adapt the MPO products and processes to the new MAP-21 regulations and to the enhanced focus on performance measurements in the MAP-21 legislation. This task will be a high priority for the MPO throughout 2015.</td>
</tr>
<tr>
<td>Regional Travel Demand Model &amp; Data Development</td>
<td>3.1</td>
<td>o</td>
<td>o</td>
<td>o</td>
<td>o</td>
<td>The MPO staff will train on the TransCAD software as staff time allows in order to learn how to make minor updates to the model. The MPO staff will also allow KDOT consultants working on the design for widening the West Leg SLT to four lanes to use and upgrade the MPO’s travel demand model. The MPO staff will begin to identify sources of data that will be needed in 2016 to build a new Travel Demand Model (TDM) for the next MTP update due in early 2018.</td>
</tr>
<tr>
<td>Metropolitan Transportation Plan (MTP)</td>
<td>3.2</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>o</td>
<td>Transportation 2040 (T2040) was approved on March 21, 2013. During 2015 the MPO staff will work on completing the T2040 Amendment #2 that will incorporate the recommendations from the Multimodal Studies Project (Commuter Park &amp; Ride Study, Fixed Route Transit &amp; Pedestrian Accessibility Study, Countywide Bikeway System Plan) completed in 2014 and the Regional Pedestrian Plan completed in 2015 into the TIP. In the last quarter of 2015 the MPO staff may begin work on reviewing the T2040 Plan in preparation of its update in 2016 and 2017.</td>
</tr>
<tr>
<td>Special Studies (corridor, regional, statewide, feasibility, model, etc.)</td>
<td>3.3</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>o</td>
<td>During 2015 the MPO staff will work to manage the contract and consultant team hired to update the Regional Intelligent Transportation Systems (ITS) Architecture. That contract will expire on June 1, 2015.</td>
</tr>
<tr>
<td>Bicycle and Pedestrian Planning</td>
<td>3.4</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>The MPO staff will continue its bicycle pedestrian planning activities and its coordination with and support of the Bicycle Advisory Committee. MPO staff will organize the 7th annual bicycle and pedestrian council to be held in September. The MPO staff will work with the DAC and other groups to incorporate the recommendations from the Multimodal Studies Project into bikeway planning documents for the region. The MPO staff will continue to lead the effort to complete a Regional Pedestrian Plan and solicit support on that project from TAC members and other local officials and groups. During 2015 the MPO staff will work with various groups and individuals interested in bike-ped and active transportation issues to promote planning and project development to enhance the bicycle and pedestrian components of the region’s multimodal transport system.</td>
</tr>
<tr>
<td>Air Quality Planning</td>
<td>3.5</td>
<td>o</td>
<td>o</td>
<td>o</td>
<td>o</td>
<td>The MPO staff will continue to monitor OZONE recommendations and EPA discussions/decisions about the Douglas County air quality designation and its impacts on the MPO. The MPO staff will begin work on updating MPO processes and documents if the Douglas County attainment status changes. The MPO staff will continue to attend the Douglas County Air Quality Committee and other regional air quality group meetings as staff time allows.</td>
</tr>
<tr>
<td>Long Range Planning - Support &amp; Coordination</td>
<td>3.6</td>
<td>o</td>
<td>o</td>
<td>o</td>
<td>o</td>
<td>The MPO staff will continue its coordination work in reviewing land use plans with local government planners and other local officials. The MPO staff will continue to implement the 2013 changes to the Transportation Chapter of the Lawrence-Douglas County Comprehensive Plan (Horizon 2020) which formally recognized the MPO-approved MTP as the City-County Transportation Plan. The MPO staff will also work with Lawrence and Douglas County officials to review the work done on updating the City-County Horizon 2020 Comprehensive Plan, and the MPO staff will work to coordinate changes to that land use planning document with MPO documents, policies, and travel demand models as needed.</td>
</tr>
<tr>
<td>Public Transit Planning &amp; Coordination</td>
<td>4.1</td>
<td>o</td>
<td>o</td>
<td>o</td>
<td>o</td>
<td>The MPO staff will continue to provide support for the MPO processes and documents if the Douglas County attainment status changes. The MPO staff will continue to attend Public Transit Advisory Committee (PTAC) meetings and other meetings for transit issue discussions as requested. The MPO staff will continue to consider transit operations in its comments about major land use developments and site plan reviews. MPO staff will provide support for urban fixed route transit planning as requested by TAC members and as MPO staff time allows. During 2015 the MPO staff will continue its efforts to support recommendations from the I-70 Corridor Transit Feasibility Study and to incorporate findings from that study into MPO documents. The MPO staff will also continue to monitor the Lawrence Transit Center Location Analysis Study and to assist the Lawrence Transit staff in its efforts to create a permanent transit center for Lawrence.</td>
</tr>
<tr>
<td>Paratransit Planning &amp; Coordination</td>
<td>4.2</td>
<td>o</td>
<td>o</td>
<td>o</td>
<td>o</td>
<td>The MPO staff will work with the Regional Transit Advisory Committee (RTAC) to incorporate issues raised in the Coordinated Public Transit - Human Services Transportation Plan for Douglas County into the MPO processes and documents. The MPO staff will continue work with the RTAC and other transit groups related to MAP-21; Lawrence and University of Kansas transit systems make further adjustments and continue to coordinate operations; MPO funding level is reviewed; the region’s air quality attainment status changes; major corridor and/or area studies impacting Douglas County are completed; or other significant changes to MPO duties or funding occur.</td>
</tr>
</tbody>
</table>

X denotes a major focus of staff resources on that work task during that quarter.

Other denotes an ongoing activity that staff routinely conducts as needed throughout the year.

This schedule is subject to change and may change in 2015 as the USDOT, KDOT and other agencies discuss the MPO impacts of new federal transportation planning regulations related to MAP-21; Lawrence and University of Kansas transit systems make further adjustments and continue to coordinate operations; MPO funding level is revised; the region’s air quality attainment status changes; major corridor and/or area studies impacting Douglas County are completed; or other significant changes to MPO duties or funding occur.
### 2015 UPWP Budget - Approved on November 20, 2014

<table>
<thead>
<tr>
<th>Work Task</th>
<th>Federal Share (cash)</th>
<th>Total Cash Outlay by Work Task</th>
</tr>
</thead>
<tbody>
<tr>
<td>Program Support &amp; Administration</td>
<td>59,569</td>
<td>70,679</td>
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<tr>
<td>MPO Committee Support</td>
<td>13,386</td>
<td>16,732</td>
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<tr>
<td>Unified Planning Work Program &amp; Grant Management</td>
<td>17,528</td>
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</tr>
<tr>
<td>Equipment-Supplies-Software-Fees-Other Non-Staff Costs</td>
<td>1,800</td>
<td>2,250</td>
</tr>
<tr>
<td>Paid Leave for Full-Time MPO Staff</td>
<td>12,222</td>
<td>15,276</td>
</tr>
<tr>
<td>Public Participation Plan</td>
<td>6,012</td>
<td>7,515</td>
</tr>
<tr>
<td>MPO Education and Staff Training</td>
<td>5,820</td>
<td>7,275</td>
</tr>
<tr>
<td>Workshops-Conferences-Training Costs</td>
<td>2,800</td>
<td>3,500</td>
</tr>
<tr>
<td>Short Range Transportation Planning</td>
<td>39,654</td>
<td>41,722</td>
</tr>
<tr>
<td>Transportation Improvement Program</td>
<td>19,627</td>
<td>19,627</td>
</tr>
<tr>
<td>Current Planning - Support and Coordination</td>
<td>8,276</td>
<td>10,348</td>
</tr>
<tr>
<td>MAP-21 Regulations - Transition Planning for MPO</td>
<td>17,528</td>
<td>17,528</td>
</tr>
<tr>
<td>Long Range Transportation Planning</td>
<td>96,132</td>
<td>122,447</td>
</tr>
<tr>
<td>Regional Travel Demand Model &amp; Data Development</td>
<td>5,874</td>
<td>5,874</td>
</tr>
<tr>
<td>Metropolitan Transportation Plan</td>
<td>11,125</td>
<td>13,907</td>
</tr>
<tr>
<td>Special Studies (corridor, regional, statewide, feasibility, modal, etc.)</td>
<td>19,350</td>
<td>24,187</td>
</tr>
<tr>
<td>ITS Architecture Update - consultant fee</td>
<td>25,000</td>
<td>35,000</td>
</tr>
<tr>
<td>Bicycle and Pedestrian Planning</td>
<td>27,733</td>
<td>34,668</td>
</tr>
<tr>
<td>Air Quality Planning</td>
<td>2,350</td>
<td>2,937</td>
</tr>
<tr>
<td>Long Range Planning - Support &amp; Coordination</td>
<td>4,700</td>
<td>5,874</td>
</tr>
<tr>
<td>Public Transportation Planning</td>
<td>10,498</td>
<td>13,123</td>
</tr>
<tr>
<td>Public Transit Planning &amp; Coordination</td>
<td>5,540</td>
<td>6,925</td>
</tr>
<tr>
<td>Paratransit Planning &amp; Coordination</td>
<td>4,958</td>
<td>6,198</td>
</tr>
<tr>
<td>Totals</td>
<td>205,853</td>
<td>247,372</td>
</tr>
</tbody>
</table>

Local Cash contribution to the 2015 MPO program

|                          | 41,519               |

Toll Credits from KDOT used to match the 2015 MPO program

|                          | 7,956                |

### FEDERAL MPO FUNDING ESTIMATES

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Estimated 2014 to 2015 carryover of Regular CPG</td>
<td>776</td>
</tr>
<tr>
<td>Estimated 2015 CPG sub-allocation to L-DC MPO (original and supplemental)</td>
<td>209,722</td>
</tr>
<tr>
<td>2015 Estimated CPG funds available for L-DC MPO use</td>
<td>210,500</td>
</tr>
<tr>
<td>2015 CPG funds programmed</td>
<td>205,853</td>
</tr>
<tr>
<td>2015 Estimated CPG End of Year Balance</td>
<td>4,647</td>
</tr>
</tbody>
</table>

Total DIRECT NON-STAFF EXPENSES

|                          | 40,750               |

### MPO Staff (fully loaded rate with benefits)

<table>
<thead>
<tr>
<th>Description</th>
<th>Rate</th>
<th>Hours</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Senior Transportation Planner</td>
<td>55.92</td>
<td>2,080</td>
<td>116,306</td>
</tr>
<tr>
<td>Transportation Planner</td>
<td>35.03</td>
<td>2,080</td>
<td>72,856</td>
</tr>
<tr>
<td>GIS Planner (map and graphics work for tasks 2.1, 2.3, 3.2 and 3.4)</td>
<td>50.84</td>
<td>120</td>
<td>6,101</td>
</tr>
<tr>
<td>Planning Director or designee/MPO Secretary (management &amp; administrative work for tasks 1.1 and 1.2)</td>
<td>75.41</td>
<td>60</td>
<td>4,525</td>
</tr>
<tr>
<td>Assistant Planning Director (budget management for task 1.2)</td>
<td>50.85</td>
<td>40</td>
<td>2,034</td>
</tr>
<tr>
<td>Interns (work on tasks 1.4, 2.3, and 3.4)</td>
<td>12.00</td>
<td>400</td>
<td>4,800</td>
</tr>
</tbody>
</table>

Total MPO Full-Time Staff Costs - Budgeted

|                          | 4,780    | 206,622|
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 major planning activities, planning priorities, objectives, work tasks, and planning products as well as the functional and financial responsibilities of the planning partners 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 Moving Ahead for Progress in the 21st Century (MAP-21) and related laws and regulations.

NOW, THEREFORE BE IT RESOLVED that the Lawrence-Douglas County Metropolitan Planning Organization hereby approves this 2015 Unified Planning Work Program on this 20th day of November 2014.

_____________________________________  ______________________________
Bryan Culver, L-DC MPO Chair     Scott McCullough, L-DC MPO Secretary