

## **Unified Planning Work Program – Administrative Revision#1**

### **List of Changes**

**These changes were processed as an administrative revision per the Public Participation Plan.**

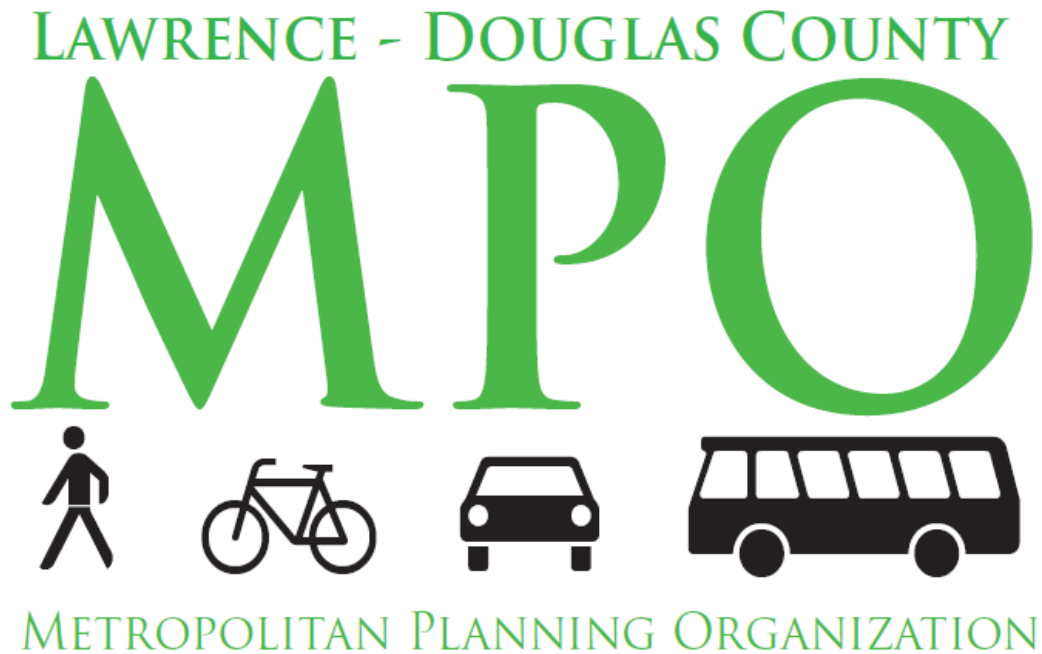
#### **Budget Changes**

- § Consult work on a Lawrence Loop Alternatives Analysis -\$30,000.00 adjusted to \$29,208.00 to reflect contract amount
- § Consult work on a Safety Analysis - \$43,000.00 adjusted to \$42,815.00 to reflect contract amount
- § Consult work on a Transit Center Location Analysis - \$50,000.00 adjusted to \$49,946.00 to reflect contract amount
- § Increased the Health Department local funding from \$2,500 to \$3,000.
- § Moved Safety analysis from 3.3b to 3.5a since it isn't a standalone bike/ped project and the associated staff time from 3.3 Bike/Ped to Long Range Planning and Special Studies- it does not change the planned work for the project just corrects the classification
- § Staff rates were revised based on 2016 merit and completed 2017 work.
- § Made minor part time staff hour adjustments based on staff changes and percent completes to balance the budget and ensure there was no change in the Total UPWP programed expenses

#### **Text Changes – tracked changes**

- Text revisions were made to describe the budget changes noted above.

## 2017 UNIFIED PLANNING WORK PROGRAM



**Approved by the L-DC MPO on November 17, 2016**  
**Amendment #1 - Approved by the L-DC MPO on February 23, 2017**  
**Administrative Revision #1 – Posted June 8, 2017**

**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, national origin, sex, age, or handicap/disability, 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](http://www.lawrenceks.org/mpo).

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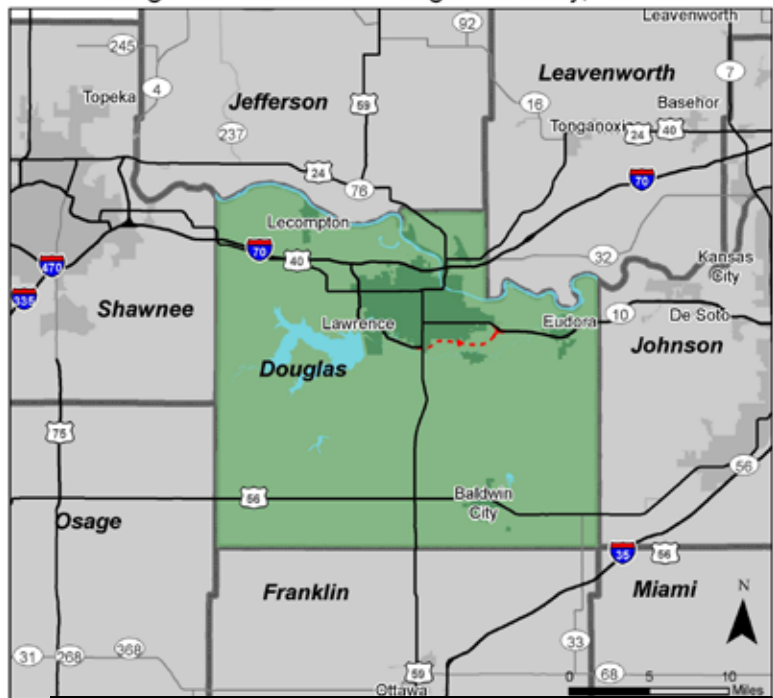
## Introduction

The L-DC Metropolitan Planning Organization (MPO) is the lead cooperative partner responsible for undertaking the federally required Continuing, Comprehensive and Cooperative (3-C) transportation planning process within the Lawrence-Douglas County Metropolitan Planning Area (MPA – all of Douglas County). The MPO includes four cities (Lawrence, Eudora, Baldwin City and Lecompton) and Douglas County.

The MPO operations are designed to foster cooperation among the local governments in the region to plan and develop a multimodal transport system that meets the mobility needs of the area’s residents and serves the region’s economy.

The UPWP identifies and budgets the MPO’s transportation planning activities and projects for the 2017 fiscal year. This UPWP was developed in cooperation with the Kansas Department of Transportation (KDOT), the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA), and other regional planning partners.

Regional Context of Douglas County, Kansas

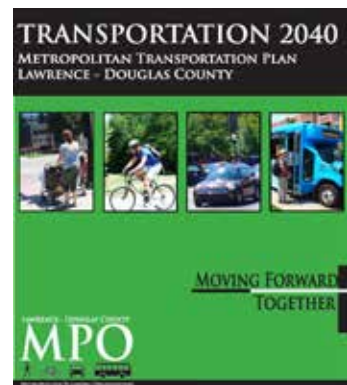


Name	April 1, 2010 Population	White	Other Races	Estimated Household Income, 2007-2011 ACS	Median	Land Area, Square Miles
Douglas County	110,826	93,667	17,159	47,063		455.9
Baldwin City	4,515	4,217	298	64,760		2.64
Eudora	6,136	5,725	411	62,326		2.89
Lawrence	87,643	75,105	12,538	42,761		33.56
Lecompton	625	593	32	N/A		1.78

## MPO Planning Products

### Metropolitan Transportation Plan (MTP) – Approved March 21, 2013

Transportation 2040 or T2040 represents a vision for a healthy, safe, and efficient transportation system which will adequately serve Lawrence and Douglas County to the year 2040 and beyond. The planning process includes travel demand modeling scenarios, funding projections, public participation activities, review and input from various advisory committees, stakeholder interviews, coordination with other regional plans, assistance from KDOT and other planning partners. 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. A new MTP must be approved at least once every five years. Work began in 2016 to update T2040 before March 21, 2018.



### Transportation Improvement Program (TIP) –Approved October 5, 2016

The TIP implements the MTP, provides details and financial information for federally funded or regionally significant projects. A new TIP must be adopted at least once every four years. The

MPO updates its TIP every two years to minimize amendments, to provide more opportunities for public participation in the TIP development process, and to make changes brought on by the passage of state/federal funding/regulations. An annual list of surface transportation projects for which federal funds were obligated in the previous federal fiscal year are produced out of the TIP project listings.

#### **Unified Planning Work Program (UPWP) – A#1 Pending approval February 23, 2017**

The UPWP describes the anticipated work of MPO staff and consultants during the 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/amendments to the UPWP during the 2<sup>nd</sup> Quarter to update hourly staff labor rates and other amendments as needed.

#### **Public Participation Plan (PPP) – Approved April 28, 2016**

The PPP outlines the methods and process for involving the public in the transportation planning process and documents the review and approval processes for all MPO documents and projects. The MPO plans to reviews/updates the PPP after the passage of a new federal transportation act or in advance of a MTP update.

#### **Title VI Program Manual- Approved October 5, 2016**

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/or as needed.

#### **Limited English Proficiency (LEP) Plan –Approved October 5, 2016**

The LEP 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 and/or updates are made to the PPP, or as needed.

#### **Intelligent Transportation Systems (ITS) Architecture –Approved May 21, 2015**

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. The architecture shows how people and agencies integrate technology transportation system operations and maintenance.

#### **Coordinated Public Transit-Human Services Transportation Plan (CPT-HSTP) – Approved June 16, 2016**

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 plan is updated every four/five years and/or as needed.

#### **Metropolitan Planning Agreement – Approved May 21, 2009**

The roles and responsibilities of the planning partners can be further clarified in a cooperative agreement. Revised federal rules governing the metropolitan planning process are now final; a new agreement will be revised in 2017.

## 2016 UPWP Major Accomplishments

In 2016, the MPO staff worked on many projects, the highlights of which are the items listed below:

- Completed the quarterly TIP amendment cycle for the 2015-2019 TIP and adopted a new 2017-2020 TIP
- Updated the Public Participation Plan, the Title VI Plan and the LEP Plan
- Developed and approved a Regional Pedestrian Plan
- Participated in the Safe Routes to Schools Planning process with the SRTS staff team in Lawrence & Eudora
- Worked with the Bicycle Advisory Committee to update & distribute the Bicycle Rideability Map, participated in Bike Month activities, successfully completed the 8<sup>th</sup> annual bicycle and pedestrian count, approved a 2016 BAC Work Plan, and other bike-ped activities
- Update of the Coordinated Public Transit – Human Services Transportation Plan (CPT-HSTP) and ongoing coordination of the Regional Transit Advisory Committee.
- Successful completed the Transit Comprehensive Operations Analysis and a Bike Share Feasibility Study

## Planning Priorities for 2017

The MPO will focus its attention on the MTP update (T2040 2.0), modeling consultant management, implementation of the current MTP, and participation in the Safe Routes to School planning process in Lawrence & Eudora. The MPO will also work with planning partners to compile data for travel modes and facilities (bikeways, sidewalks, transit, and roadways). The development of a wider array of performance measures will be a priority as the MPO and its planning partners adjust to the planning standards in the FAST Act<sup>1</sup>.

## Anticipated Major Planning Activities for 2017

- Quarterly review and amendments to the TIP
- Update to the Metropolitan Transportation Plan, T2040 2.0 Update process and manage consultants for model update
- Hire consultants to conduct the Lawrence Loop Alternatives Alignment Study, a Safety Analysis and the Transit Center Location Analysis.
- Implement the Regional Pedestrian Plan and Multimodal Studies through strategies to make pedestrian and bicycle facility investments and to support importance of walking and bicycling for transportation
- Participate in the Safe Routes to School planning process in Lawrence and Eudora
- Participate in coordinated transit planning efforts with fixed route providers to implement the Transit COA recommendations
- Work with the Urban Corridor Coordinated Transit Council and the Regional Transit Advisory Committee (RTAC) to implement the CPT-HSTP and plan for paratransit and human services transportation in the region

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<sup>1</sup> Fixing America's Surface Transportation (FAST) Act [www.fhwa.dot.gov/fastact/](http://www.fhwa.dot.gov/fastact/)

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.

## **1. PROGRAM SUPPORT AND ADMINISTRATION**

### **1.1 MPO Committee Support**

#### **Objectives & Background:**

- ✓ Support the Policy Board, Technical Advisory Committee (TAC) and MPO subcommittees with meeting packet development, distribution and other meeting support and administrative duties.
- ✓ Monitor and respond to state and federal funding initiatives and legislative activities.

Since its formation the L-DC MPO has had a Policy Board and a TAC. In 2011, the MPO created a Regional Transit Advisory Committee (RTAC) to focus attention on regional coordination of paratransit services. During 2017, the MPO will consider the need to create a regional bicycle MPO subcommittee if the Lawrence - Douglas County Bicycle Advisory Committee is dissolved. The MPO staff also supports other ad-hoc MPO committees like T2040 Steering Committee that will assist the MPO staff with drafting the T2040 update.

#### **Activities and Products:**

- Product: Meeting agendas, minutes and supporting documents for MPO and TAC, and other MPO committee meetings
- Product: Website updates related to committee support (as needed)

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

#### **Objectives & Background:**

- ✓ Draft, finalize and adopt a UPWP and maintain the UPWP, as necessary.
- ✓ Manage the MPO funding streams and track the status of UPWP budget.
- ✓ Provide administrative assistance for MPO procurement and management of approved contracts for professional services and other items (equipment, supplies, travel, etc.). (For 2017, City of Lawrence Planning Administrative staff will provide admin support to assist the MPO in procurement and management of purchase orders for professional services.)

#### **Activities and Products:**

- Products: 2018 UPWP (MPO Policy Board approval by end of 2017) and Amendments to the 2017 UPWP (as needed)
- Product: Quarterly progress reports to administer the Consolidated Planning Grant reimbursement process (January, March, July, October)
- Product: 2015 MPO Annual Performance & Expenditure Report (due by March 31, 2017)
- Product: CPG agreements that support MPO operations (annually and/or as needed)(new Metropolitan Planning agreement planned for 2017)
- Activity: Acquisition of equipment, supplies and services budgeted in 1.2a, 1.4a, 3.1a, 3.3a, 3.5a and 4.1a to support transportation planning activities or procurement and administration of other professional services (as needed)

## 1.2a Equipment-Supplies-Software-Fees-Other Non-Staff Costs

This category budgets \$13,270 for all the non-staff costs for supplies, equipment, routine fees and services. For 2017 this includes: Software (Esri, Adobe TransCAD) (\$8720), dues for CTD #1 membership (\$40), office equipment (\$2,900), public notice advertisements (\$750) and office supplies (\$860).

## 1.3 Public Participation Plan (PPP)

### Objectives & Background:

- ✓ Develop, maintain and implement a meaningful public input process through the Public Participation Plan (PPP) and related documents.
- ✓ Incorporate public input into plans, programs and other products of the planning process.
- ✓ Comply with federal public participation requirements.

In May 2016 the MPO approved a PPP, updated the LEP Plan, and Title VI Program Manual. Future updates will be made as needed and requested by KDOT to address the latest Title VI regulations and program guidance. The MPO online presence is supported by the City of Lawrence; the MPO staff updates the web content hosted on [www.lawrenceks.org/mpo](http://www.lawrenceks.org/mpo).

### Activities and Products:

- Product: Updates and improvements to the MPO website (ongoing)
- Activity: Maintain and implement the PPP, Title VI Program Manual and related documents (track process in the public participation spreadsheet)
- Activity: Process Title VI or Environmental Justice 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)
- Product: Title VI and DBE reporting – Prepare Annual Title VI reports (September), DBE reporting (included in reimbursement requests)

## 1.4 MPO Education, Staff Training and UPWP Project Tracking

### Objectives & Background:

- ✓ Manage the MPO multimodal planning process and staff and track UPWP projects.
- ✓ Provide training opportunities for MPO staff.
- ✓ Produce or share documents/materials that help educate the MPO members and the public about the MPO process and its role in decision-making for transportation system improvements.
- ✓ Provide training opportunities to fellow MPO colleagues (as requested and as staff time and funding constraints allow).

The MPO meets with new MPO committee members to welcome and address questions the members have 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.

The MPO staff plans on attending the following types of workshops, conferences, and training as time and funding allows:

- American Planning Association (APA) or Association of Pedestrian & Bicycle Professionals Conference
- Kansas APA (American Planning Association) Chapter conferences, meetings and workshops
- National Transit Institute and National Highway Institute workshops held in nearby cities that provide



- training for MPO related topics and/or AICP certification maintenance credits
- Kansas Association of Metropolitan Planning Organizations (KAMPO)
- Training related to MAP-21 metropolitan planning regulations
- Other training that staff requests, KDOT approves as eligible for CPG reimbursement and time permits

**Activities and Products:**

- Activity: Regular staff meetings to track work flow by MPO staff team
- Activity/Product: Personnel - Complete annual staff evaluations (December); Conduct staff recruitments (as needed); non-transportation Staff development and training (as scheduled by City of Lawrence includes annual diversity and supervisor trainings)
- Activity: Training for MPO staff (as needed and as UPWP budget allows)
- Activity: Education of MPO committee members and planning partners by MPO staff (ongoing and as requested)

**1.4a Workshops-Conferences-Training Costs**

This category budgets all the non-staff costs for attendance at these events (registration fees, travel, lodging, meals, etc.). For 2017 this includes, a national conference, state/local workshops or online trainings, including purchase of APBP webinar series and membership for webinar access (\$8,400) and parking and tolls (\$65).

**1.5 Paid Leave**

MPO staff vacation, sick and personal leave is budgeted for in this task.

**2017 Budget for Program Support & Administration**

**2. SHORT RANGE TRANSPORTATION PLANNING**

Program Support & Administration	1	70,529.28
MPO Committee Support	1.1	8,481.37
Unified Planning Work Program & Grant Management	1.2	16,448.25
Equipment-Supplies-Software-Fees-Other Non-Staff Costs	1.2a	13,270.30
Public Participation Plan	1.3	2,227.57
MPO Education & Staff Training	1.4	8,213.61
Workshops-Conferences-Training Costs	1.4a	8,465.00
Paid Leave (vacation, sick, personal)	1.5	13,423.18

**2.1 Transportation Improvement Program (TIP)**

**Objectives & Background:**

- ✓ Develop a detailed and financially realistic program of all regionally significant and/or federally funded transportation projects that are consistent with the MTP and address social equity/environmental justice regulations.
- ✓ Foster an understanding of the TIP process among project sponsors and the public.
- ✓ Establish and maintain an efficient TIP amendment process with meaningful public involvement opportunities.

- ✓ Coordinate with the local transit operators to ensure that the TIP includes a Program of Projects (POP) that meets the FTA requirements.

The 2017-2020 TIP was approved on October 5, 2016. Amendments are on a quarterly schedule, as needed. The MPO plans to fully review and consider updates every two years even though federal regulations only require a full update every four years. A TIP update more often than federally required, keeps the number of amendments manageable.

#### **Activities and Products:**

- Activity: Implement the TIP development process and provide opportunities for public input, review and comment related to the TIP
- Products: TIP updates, amendments and/or revisions (as needed)
- Product: Annual list of transportation projects with obligated federal funds for the last federal fiscal year (posted on the website by December 31<sup>st</sup> and included in the following TIP amendment)

## **2.2 Current Planning - Support and Coordination**

### **Objectives & Background:**

- ✓ Strengthen connections between land use and transportation system planning by reviewing of land development projects for multimodal mobility concerns in the region and educating local land use planners about transportation planning activities.
- ✓ Ensure interagency coordination.
- ✓ Provide technical transportation planning assistance to local governments.

The MPO staff attends weekly City of Lawrence plan review meetings with staff from the Lawrence-Douglas County Planning & Development Services (PDS) Department to review land developments that impact 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. 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 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. 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.

The MPO staff allocates a small portion of its resources to the provision of technical assistance to units of local government in the areas of multimodal transportation planning and process consultation. While this does not constitute a major element of the agency's overall mission, it is a service which is greatly appreciated by local governments, many of which do not have either the staffing or the financial resources to have access to these types of services on their own.

The MPO anticipates that 2017 will yield the creation of a City of Lawrence Transportation Commission that will improve the multimodal decision making. MPO staff will present and report to the Commission MPO work as necessary. The Commission will not replace the TAC and/or MPO Policy Board.

**Activities and Products:**

- Activity: Coordinate with the City of Lawrence in establishing a Transportation Commission to maintain multimodal engagement and coordination with MPO planning in the region.
- Activity: Monitor and participate in relevant local, state, tribal, and federal project, funding, or policy matters and provide technical assistance to local governments including reviewing and commenting on planned land development projects and traffic impact studies (weekly case review meetings, TIS reviews as needed, other work as requested and staff time allows)
- Activity: Provide technical information and MPO maintained data about MPO planning (as needed)

**2017 Budget for Short Range Transportation Planning**

<b>Short Range Transportation Planning</b>	<b>2</b>	<b>10,710.04</b>
Transportation Improvement Program	2.1	3,423.57
Current Planning - Support & Coordination	2.2	7,286.47

**3. LONG RANGE TRANSPORTATION PLANNING**

**3.1 Regional Travel Demand Model & Data Development**

**Objectives & Background:**

- ✓ Maintain the travel demand model and associated data files.
- ✓ Use modeling and data to facilitate community dialogue concerning regional development and transportation goals and to evaluate land use and transportation system scenarios.

The current TransCAD model is housed in the MPO office. The model was last updated as part of the development of T2040. In 2015, the MPO shared the model with KDOT’s consultant for the West Leg of the South Lawrence Trafficway (K-10 Highway). The MPO model was modified, used and possibly updated by KDOT consultants and/or KDOT staff in 2016. Any model updates should be returned to the MPO for their next MTP modeling update in 2016/2017. To prepare for the update of the model for the MTP the MPO staff hired a modeling consultant in 2016. The modeling consultant may also be used as an on-call consultant for other MPO projects that need those services beyond model development for MTP purposes.

The MPO develops and maintains accurate and reliable data for use in its TDM. 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 governments. The MPO also receives and responds to requests for model information from consultants working on land development projects.

**Activities and Products:**

- Activity/Product: Manage a consultant for the model update for the MTP and on call services
- Activity: 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
- Activity: Locate and update existing transportation infrastructure, land use and density, and socioeconomic information, and other geographic databases useful in transportation planning

**3.1a Regional Travel Demand Model Consultant/On Call Contract**

This category budgets (\$37,467) for consultant expenses on the modeling contract. 2017 will be year two of the contract and not the total value of the contract. )

## 3.2 Metropolitan Transportation Plan

### Objectives & Background:

- ✓ Develop an updated multimodal MTP to meet all federal regulations for Lawrence & Douglas County.
- ✓ Integrate the MTP with the KDOT statewide long range plan, funding priorities and transportation programs developed by KDOT.
- ✓ 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.

The T2040 Plan approved in 2013 was the result of collaboration between MPO staff, a travel demand modeling consultant, a public participation process and the guidance of the T2040 Steering Committee. The Roadway Functional Classification Map for the Lawrence-Douglas County Region was revised during 2016. The T2040 Plan is compliant with federal regulations. Fall 2016 will begin the process to engage the public for a vision of transportation in Lawrence & Douglas County. This will begin the process for the next MTP update (T2040 2.0) which will need to be approved before March 21, 2018. For 2017, City of Lawrence GIS staff will provide technical assistance to MPO staff and assist with the development of data and analyses for T2040 plan development and safety data analysis.

### Activities and Products:

- Activity: Implement the current approved MTP, called Transportation 2040.
- Product: Meeting agendas, minutes and supporting documents for T2040 2.0 Steering committee
- Product: Documents and Chapters to support the development of T2040 2.0 (per the T2040 2.0 update schedule)
- Activity: Provide meaningful public involvement (per the Public Participation Plan) in the MTP development and continue the community dialogue around transportation goals, policies, strategies and priorities reflected in the MTP (documentation and response to comments, as needed)
- Activity: Review and comment on corridor studies, area plans, land development proposals and other 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 (as requested by MPO planning partners)
- Activity: Maintain and distribute the MPO/FHWA approved Roadway Functional Classification Map for the L-DC Region (additional updates as needed)

## 3.3 Bicycle and Pedestrian Planning

### Objectives & Background:

- ✓ Maintain and coordinate the implementation of the Bicycle and Pedestrian section of the T2040 Plan and the Countywide Bikeway System Plan.
- ✓ Encourage the integration of bicycle and pedestrian transportation needs in land development projects, roadway designs, local comprehensive plans, and capital improvement projects.
- ✓ Develop and maintain data for bikeways, bicycling activity, pedestrian facilities, and pedestrian activity for use in various transportation studies and reports.

- ✓ Encourage and support local Safe Routes To School and community multimodal planning processes and projects.

The MPO provides input and assistance to a number of on-road and off-road bicycle planning initiatives in Douglas County, and co-staffs the Lawrence-Douglas County Bicycle Advisory Committee (BAC). The City of Lawrence established the Transportation Commission which consolidated the Lawrence - Douglas County Bicycle Advisory Committee and the Traffic Safety Commission. As a result, the MPO established an MPO BAC to address regional bicycling issues.

In 2014, the Countywide Bikeway System Plan was adopted by the MPO. The 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 received renewed Bronze level Bicycle Friendly Community status. It is hoped activities like the ones listed under this work task will help Lawrence maintain or improve its bike-friendly rating.

In 2016 a Regional Pedestrian Plan was completed and approved. It was the first pedestrian plan for any city in the region. The MPO is a committed partner with the City of Lawrence, the Lawrence-Douglas County Health Department, USD 497 Lawrence Public Schools, the City of Eudora and the USD 491 Eudora Public Schools in the ongoing SRTS planning process in Lawrence and Eudora. The MPO staff is participating in the planning process, providing mapping support, commenting and reviewing draft plans, and incorporating the outcomes and processes with MPO plans and processes.

Weekly and as needed the MPO staff 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. For 2017, City of Lawrence GIS staff will provide technical assistance, mapping and data management, as needed for bicycle & pedestrian planning. The MPO staff will coordinate bicycle & pedestrian count locations with the Health Department to provide count data for their Health Impact Assessment.

#### **Activities and Products:**

- Activity/Product: Encourage the development of Safe Routes To School (SRTS) projects, programs and plans throughout Douglas County, and participate in the creation of the Lawrence, Eudora &/or Baldwin SRTS Plans
- Activity/Product: Plan, organize, and administer the annual National Bicycle and Pedestrian Counting Program in Douglas County (Spring & September), Annual count report (4<sup>th</sup> Quarter)
- Activity/Product: Prepare and distribute meeting agendas, minutes, and supporting documents for the MPO Bicycle Advisory Committee (MPO BAC) meetings
- Activity: Coordinate and implement the Bicycle and Pedestrian section of the T2040 Plan, the Countywide Bikeway System Plan and the Regional Pedestrian Plan
- Activity Coordinate the inventory of pedestrian infrastructure, bikeways, and bicycle parking facilities in Douglas County, and respond to requests for data(ongoing)
- Product: Update the bikeway system and/or Rideability map (as needed)
- Activity: Promote the inclusion of policies and projects for non-motorized transportation in the local planning processes by reviewing site plans for land development projects to adhere to requirements for bikeways, bicycle parking, and pedestrian facilities in new and redevelopment projects (weekly plan review)
- Activity: Coordinate the activities and address the issues raised by the Transportation Commission, 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

- Activity: Encourage local governments and universities to work on improving bicycle and pedestrian friendliness (Bicycle Friendly Community/University and/or Walk Friendly Community applications developed by planning partners)
- Activity/Product: 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 (as needed)
- Activity/Product: Issue an RFP, hire a consultant and manage the development, and approval of a Lawrence Loop Alignment Study for the sections of bikeway between the end of the Burroughs Creek Rail Trail and Burcham Park and the Sandra Shaw trail and Peterson Road Shared Use Path.
- Activity: Coordinate efforts with the Flint hills and Topeka MPOs to jointly purchase and share bicycle and pedestrian counters. A local match not to exceed \$2,600 will be budgeted as part of the Lawrence local match (a 1/3 percentage of the 20% match) for the CPG excess funds budgeted in the Flint Hills UPWP.

### **3.3a Lawrence Loop Alignment Study**

This category budgets (\$29,208) for consultant expenses for the Lawrence Loop Alignment Study.

## **3.4 Air Quality Planning**

### **Objectives & Background:**

- ✓ Monitor the air quality designation of Douglas County and keep the local governments and MPO committees updated about changes in the region's regulatory air quality status.
- ✓ Incorporate air quality standards into the MPO planning process and documents to comply with by federal and state laws and regulations.

As of the approval date for this document 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 2017; however, this situation could change in future years.

The MPO staff has monitored the timeline for setting new ozone standards throughout the last five years, and attended meetings of the Douglas County Air Quality Committee. For 2017, 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.

### **Activities and Products:**

- Activity: Monitor the ongoing discussions about possible non-attainment status for Douglas County and Work with KDHE, EPA, KDOT, FHWA, FTA and other agencies to revise MPO plans, reports and processes so Douglas County is in compliance with air quality regulations (as needed)
- Activity: Continue to support efforts by local groups that are encouraging actions which lead to reductions in air pollutant emissions (ongoing)

## **3.5 Long Range Planning & Special Studies**

### **Objectives & Background:**

- ✓ Participate in the development of statewide, regional, subarea, corridor and special studies to 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.

- ✓ Maintain working relationships with land use planning agencies to coordinate transportation and land use planning.
- ✓ Update and implement other MPO documents (e.g., the ITS Architecture) that are not specifically addressed in other UPWP work task to improve the MPO program and the region's multimodal transportation system.
- ✓ Maximize opportunities for additional funding to utilize as local match dollars for special studies and work tasks.

Since 2011, the MTP is the transportation chapter for the city-county comprehensive plan. In 2014, the MPO completed a three part Multimodal Planning Studies: Commuter Park & Ride Study, Fixed Route Transit and Pedestrian Accessibility Study, and the Countywide Bikeway System Plan. A Regional ITS Architecture was completed and approved in 2015.

Over the past few years the MPO staff has participated in statewide, corridor and area studies including: the US-56 Corridor Management Plan, the US-40/K-10 Interchange Area Transportation Plan and the 5-County Regional Transportation Study which covers Douglas, Johnson, Wyandotte, Leavenworth, and Miami Counties.

In 2017, the MPO staff may participate in work on other special studies or planning work impacting the transport system as directed by the MPO Policy Board and as time allows. In 2017 the City of Lawrence will conducting a Parking Study, the MPO will participate on the steering committee to coordinate multimodal issues. The MPO will also participate in statewide planning for the local road safety committee, freight, and bikeways or others as needed and invited.

#### **Activities and Products:**

- Activity/Product: Issue an RFP, hire a consultant and manage the development, and approval of a Safety Analysis including identification of Hot Spots and countermeasures.
- Activity: Identify and participate in long range planning or special studies to coordinate with transportation planning and pursue opportunities for additional funding to maximize the planning work in the region and incorporate them into future UPWPs.
- Activity: Receive, review and comment on land use plans/regulations and determine consistency with MPO-approved planning documents

#### **3.5a Safety Analysis**

This category budgets (\$42,815) for consultant expenses for a Safety Analysis including identification of Hot Spots and countermeasures.

**2017 Budget for Long Range Transportation Planning:**

Long Range Transportation Planning	3	265,369.88
Regional Travel Demand Model & Data Development	3.1	7,719.21
Consultant: Model Update-Mode Split-On Call	3.1a	37,467.04
Metropolitan Transportation Plan	3.2	113,556.84
Bicycle & Pedestrian Planning	3.3	30,984.25
Consultant: Lawrence Loop- Alignment Study	3.3a	29,208.00
Air Quality Planning	3.4	447.24
Long Range Planning & Special Studies	3.5	3,172.29
Consultant: Safety Analysis	3.5a	42,815.00

**4. TRANSIT PLANNING**

**4.1 Public Transit Planning & Coordination**

**Objectives & Background:**

- ✓ Provide a transportation planning program for the region that results in a multimodal plan for mobility 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.

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.

In 2012, the City of Lawrence hired a consultant to study the need and possible locations for a transit center in Lawrence. The proposed locations from the study were not preferred locally and Lawrence Transit and the University of Kansas continue to work on an alternative proposal. In 2016, the MPO, Lawrence Transit and KU on Wheels completed a Transit Comprehensive Operations Analysis. The data and recommendations in the Transit COA will provide a guide for operations improvements and support additional work to determine a transit center location. In 2017, a Transit Center Location Analysis will be conducted to establish criteria for a transit center and assess feasible locations. For 2017, City of Lawrence GIS staff will provide mapping and gis analysis to MPO staff and consultants as part of the steering committee for the Transit Center Location Analysis.

**Activities and Products:**

- Activity: Monitor the changes to transit services in the Lawrence Area (attend PTAC) and participate in discussions about how those transit changes impact mode choice in the region



- Activity: Provide technical and planning assistance to the City Commission and City Public Transit Administrator and assist City staff with the grant application process for use of FTA and/or KDOT funds for urban transit services (as requested/needed)
- Activity/Product: Issue an RFP, hire a consultant and manage the development, and approval of a Transit Center Location Analysis.

**4.1a Transit Center Location Analysis**

This category budgets (\$49,946) for consultant expenses for the Transit Center Location Analysis.

**4.2 Paratransit Planning and Coordination**

**Objectives & Background:**

- ✓ Maintain and implement, with the help of RTAC, a Douglas County Coordinated Public Transit and Human Services Transportation Plan (CPT-HSTP) and coordinate with Coordinated Transit District #1.
- ✓ 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.

The CPT-HSTP was approved in 2016. MPO staff will work with the MPO Subcommittee: Regional Transit Advisory Committee (RTAC) providers to implement the CPT-HSTP and continue coordination in Douglas County. MPO staff also coordinates efforts with CTD#1 and hosts their bi-monthly meetings. During 2017, RTAC members will engage the Community Transportation Association of America (CTAA) for technical assistance addressing access to transportation services in Douglas County (particularly rural services and services outside of Lawrence).

**Activities and Products:**

- Activity: Participate in Coordinated Transit District (CTD) #1 meetings
- Activity/Product: Meeting agendas and minutes, for the RTAC (ongoing activity)
- Activity/Product: Supporting documentation of efforts of the RTAC and its members to implement the recommendations from the CPT-HSTP (ongoing activity)

**2017 Budget for Public Transportation Planning:**

<b>Public Transportation Planning</b>	<b>4</b>	<b>58,115.81</b>
Public Transit Planning & Coordination	4.1	6,211.81
Transit Center Location Analysis	4.1a	49,946.00
Paratransit Planning & Coordination	4.2	1,958.00

**Budget**

<b>2017 UPWP Budget</b>		<b>#</b>	<b>Total Budget</b>
<b>Program Support &amp; Administration</b>		<b>1</b>	<b>70,529.28</b>
MPO Committee Support		1.1	8,481.37
Unified Planning Work Program & Grant Management		1.2	16,448.25
Equipment-Supplies-Software-Fees-Other Non-Staff Costs		1.2a	13,270.30
Public Participation Plan		1.3	2,227.57
MPO Education & Staff Training		1.4	8,213.61
Workshops-Conferences-Training Costs		1.4a	8,465.00
Paid Leave (vacation, sick, personal)		1.5	13,423.18
<b>Short Range Transportation Planning</b>		<b>2</b>	<b>10,710.04</b>
Transportation Improvement Program		2.1	3,423.57
Current Planning - Support & Coordination		2.2	7,286.47
<b>Long Range Transportation Planning</b>		<b>3</b>	<b>265,369.88</b>
Regional Travel Demand Model & Data Development		3.1	7,719.21
Consultant: Model Update-Mode Split-On Call		3.1a	37,467.04
Metropolitan Transportation Plan		3.2	113,556.84
Bicycle & Pedestrian Planning		3.3	30,984.25
Consultant: Lawrence Loop- Alignment Study		3.3a	29,208.00
Air Quality Planning		3.4	447.24
Long Range Planning & Special Studies		3.5	3,172.29
Consultant: Safety Analysis		3.5a	42,815.00
<b>Public Transportation Planning</b>		<b>4</b>	<b>58,115.81</b>
Public Transit Planning & Coordination		4.1	6,211.81
Transit Center Location Analysis		4.1a	49,946.00
Paratransit Planning & Coordination		4.2	1,958.00
<b>Totals*</b>			<b>404,725.00</b>

**Total UPWP Funding Breakout (excludes Competitive CPG)**

Consolidated Planning Grant - Federal Funds	\$	323,780.00
Local Funds 20%	\$	80,945.00
* Bicycle & Pedestrian Counters (Local Funding only)	\$	2,600.00

\* not included in budget table

**Local Funding Sources**

PDS/General Fund	\$	70,832.33
Transit	\$	10,000.00
Health Department	\$	3,000.00
Total Local match	\$	83,832.33