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2019

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# UNIFIED PLANNING WORK PROGRAM

**Funding Note:**

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**Title VI Note:**

The L-DC MPO hereby gives public notice that it is the policy of the agency to assure full compliance with Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, Executive Order 12898 on Environmental Justice, and related statutes and regulations in all programs and activities. Title VI requires that no person in the United States of America shall, on the grounds of race, color, 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 <http://www.lawrenceks.org/mpo>.

## Table of Contents

|  |    |
|--|----|
| INTRODUCTION _____   | 1  |
| <i>MPO Planning Products</i> _____   | 1  |
| <i>2018 UPWP Major Accomplishments</i> _____                               | 3  |
| <i>Planning Priorities for 2019</i> _____                                  | 3  |
| <i>Anticipated Major Planning Activities for 2019</i> _____                | 3  |
| 1. PROGRAM SUPPORT AND ADMINISTRATION _____                                | 4  |
| 1.1 <i>MPO Committee Support</i> _____                                     | 4  |
| 1.2 <i>Unified Planning Work Program (UPWP) and Grant Management</i> _____ | 4  |
| 1.2a <i>Equipment-Supplies-Software-Fees-Other Non-Staff Costs</i> _____   | 4  |
| 1.2b <i>Direct Expenses - Rent-Utilities-Taxes-Janitorial Costs</i> _____  | 5  |
| 1.3 <i>Public Participation Plan (PPP)</i> _____                           | 5  |
| 1.4 <i>MPO Education, Staff Training and UPWP Project Tracking</i> _____   | 5  |
| 1.4a <i>Workshops-Conferences-Training Costs</i> _____                     | 6  |
| 1.5 <i>Paid Leave</i> _____  | 6  |
| 2. SHORT RANGE TRANSPORTATION PLANNING _____                               | 6  |
| 2.1 <i>Transportation Improvement Program (TIP)</i> _____                  | 6  |
| 2.2 <i>Current Planning - Support and Coordination</i> _____               | 7  |
| 3. LONG RANGE TRANSPORTATION PLANNING _____                                | 8  |
| 3.1 <i>Regional Travel Demand Model &amp; Data Development</i> _____       | 8  |
| 3.1a <i>Regional Travel Demand Model Consultant/On Call Contract</i> _____ | 8  |
| 3.2 <i>Metropolitan Transportation Plan</i> _____                          | 9  |
| 3.3 <i>Bicycle and Pedestrian Planning</i> _____                           | 9  |
| 3.4 <i>Air Quality Planning</i> _____                                      | 11 |
| 3.5 <i>Long Range Planning &amp; Special Studies</i> _____                 | 11 |
| 4. TRANSIT PLANNING _____  | 13 |
| 4.1 <i>Public Transit Planning &amp; Coordination</i> _____                | 13 |
| 4.2 <i>Paratransit Planning and Coordination</i> _____                     | 13 |
| BUDGET _____   | 15 |

## 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 transportation 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 2019 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.

| Name           | April 1, 2010 Population | White  | Other Races | Estimated Household Income, 2007-2011 ACS | Median Income, ACS | 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 15, 2018

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. A new MTP must be approved at least once every five years. A new MTP must be approved before March 15, 2022.

### Transportation Improvement Program (TIP) – Approved October 18, 2018

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) –Approved November 15, 2018

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 as needed.

### Public Participation Plan (PPP) – Approved August 16, 2018

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 review/update 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, Update underway in 2018**

The roles and responsibilities of the planning partners are clarified in a cooperative agreement.

## **2018 UPWP Major Accomplishments**

In 2018, the MPO staff worked on many projects, the highlights of which are the items listed below:

- Conducted a public engagement process and completed the Transportation 2040 Update.
- Completed the quarterly TIP amendment cycle for the 2017-2020 TIP and developed a new 2019-2022 TIP.
- Completed the 9<sup>th</sup> annual bicycle and pedestrian count and conducted counts with the automated bicycle & pedestrian counters co-owned with the Flint Hills and Topeka MPOs.
- Completed the annual report on implementation of the Coordinated Public Transit – Human Services Transportation Plan (CPT-HSTP) and facilitated ongoing coordination of the Regional Transit Advisory Committee.
- Began a Bikeway Plan Update and participated in the ADA Transition Plan Update.
- Updated the Metropolitan Planning Agreement.

## **Planning Priorities for 2019**

The MPO will focus its attention on managing a consultant for the 23<sup>rd</sup> Street Study, completing the update to the Countywide Bikeway Plan, completing the coordination on the Lawrence ADA Transition Plan, SRTS planning, implementation of the MTP and modal plans, and other MPO approved plans. The MPO will also work with planning partners to compile data for travel modes and facilities (bikeways, sidewalks, transit, and roadways) to support performance reporting under T2040 and produce the annual performance report.

## **Anticipated Major Planning Activities for 2019**

- Annual T2040 Performance Reporting and data tracking
- Amendments to the 2019-2022 TIP, as needed
- Approval of an updated Countywide Bikeway Plan to reconcile the regional and local bikeway plans throughout Lawrence & Douglas County
- Manage a consultant for the 23<sup>rd</sup> Street: Learnard to eastern city limits multi-modal corridor
- Participate in the development of an updated City of Lawrence ADA Transition Plan
- Coordinate with Lawrence, Eudora & Baldwin City and their school districts to write Safe Routes to School Plans
- Conduct the 10<sup>th</sup> Annual Bike Ped Counts and coordinate the use of the bike/ped counters.
- Participate in coordination with our planning partners to implement T2040, Regional Pedestrian Plan, Countywide Bikeway Plan, the Transit COA and other modal studies through strategies to plan transportation networks for all users.
- 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

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. In 2017, the MPO formed a regional bicycle MPO subcommittee called the MPO Bicycle Advisory Committee (BAC). The MPO staff also supports other ad-hoc MPO committees like T2040 Steering Committee which assisted the MPO staff with drafting the T2040 update, as needed.

#### 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 2019, 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: 2020 UPWP (MPO Policy Board approval by end of 2019) and Amendments to the 2019 UPWP (as needed)
- Product: Quarterly progress reports to administer the Consolidated Planning Grant reimbursement process (January, March, July, October) and reimbursements for Competitive Consolidated Planning Grant funding (as needed)
- Product: 2018 MPO Annual Performance & Expenditure Report (due by March 31, 2019)
- Product: CPG agreements that support MPO operations (annually and/or as needed)
- Activity: Acquisition of equipment, supplies and services budgeted in 1.2a, 1.2b, 1.4a, 3.1a and 3.5a to support transportation planning activities or procurement and professional services (as needed)

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

This category budgets \$11,352.00 for all the non-staff costs for supplies, equipment, routine fees and services. For 2018 this includes: Software/Technology (ESRI, Adobe TransCAD, Signup Genius, monitors, tablet, computer, etc.) (\$8,400.00), dues for CTD #1 membership (\$52.00), ads/printing (\$900.00) and office supplies (\$2,000.00).

## 1.2b Direct Expenses - Rent-Utilities-Taxes-Janitorial Costs

This category budgets \$17,561.76 for rent, property taxes, utilities and janitorial prorated expenses for the Riverfront MPO office space. For 2018 this includes: Rent/Property Taxes (\$14,464.23), Utilities (\$1,564.55), and Janitorial (\$1,532.98).

## 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.
- ❖ Review and update the LEP and Title VI Programs

In 2018 the MPO updated the PPP. In 2016 the MPO 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:

- Activity: Maintain and implement the PPP, Title VI Program Manual and related documents (track process in the public participation spreadsheet, as needed).
- Activity/Product: Review and Update the LEP Plan and Title VI Program Manual
- 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/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
- Association of Pedestrian & Bicycle Professionals Webinar Series



- 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 (September); 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 \$10,000.00 for all the non-staff costs for attendance at these events (registration fees, travel, lodging, meals, etc.). For 2018 this includes, two national conferences, state/local workshops or online trainings, including purchase of APBP webinar series and membership for webinar access (\$9,925) and parking and tolls (\$75).

**1.5 Paid Leave**

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

**2019 Budget for Program Support & Administration**

| Program Support & Administration                       | 1    | 88,214.77 |
|--|------|-----------|
| MPO Committee Support                                  | 1.1  | 6,489.27  |
| Unified Planning Work Program & Grant Management       | 1.2  | 14,394.11 |
| Equipment-Supplies-Software-Fees-Other Non-Staff Costs | 1.2a | 11,352.00 |
| Direct Expenses - Rent-Utilites-Taxes-Janitorial       | 1.2b | 17,561.76 |
| Public Participation Plan                              | 1.3  | 5,289.93  |
| MPO Education, Staff Training & UPWP Project Tracking  | 1.4  | 9,421.20  |
| Workshops-Conferences-Training Costs                   | 1.4a | 10,000.00 |
| Paid Leave (vacation, holidays, sick, personal)        | 1.5  | 13,706.50 |

**2. SHORT RANGE TRANSPORTATION PLANNING**

**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 2019-2022 TIP is pending approval on October 18, 2018. 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. During 2020, the MPO plans to update the TIP.

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

- Products: TIP updates, amendments and/or revisions with a TIP development process that provides public review and comment opportunities (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 City of Lawrence Transportation Commission was established in 2017 to 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 Transportation Commission to maintain multimodal engagement and coordination with MPO planning in the region.
- 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: 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 plan review, TIS reviews as needed, other work as requested and staff time allows)
- Activity: Provide technical information and MPO maintained data to support MPO planning (as needed)

**2019 Budget for Short Range Transportation Planning**

|  |          |                  |
|--|----------|------------------|
| <b>Short Range Transportation Planning</b> | <b>2</b> | <b>12,594.01</b> |
| Transportation Improvement Program         | 2.1      | 4,135.45         |
| Current Planning - Support & Coordination  | 2.2      | 8,458.56         |

**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 v2 in 2017 by a modeling consultant. 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 during 2018 and beyond.

The MPO develops and maintains accurate and reliable data for use in its TDM. 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 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 (\$3,000) for consultant expenses on the modeling contract. The contract expires November 17, 2019. Work will be conducted as needed. The max contracted amount is \$10,000, but we do not anticipate requiring more than \$3,000 in services in 2019.

## 3.2 Metropolitan Transportation Plan

### Objectives & Background:

- ❖ Maintain and Implement Transportation 2040, the 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 2018 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 Functional Classification Map for the Lawrence-Douglas County Region was revised during 2017. Public engagement for the update began in 2017. The next MTP will need to be approved by March 15, 2022. For 2019, City of Lawrence GIS staff will provide technical assistance to MPO staff and assist with the continued development of data and analyses for performance reporting.

### Activities and Products:

- Product: Maintain and implement T2040 and amendments or additions to incorporate performance targets (ongoing and as needed)
- Product: Annual Performance Report to meet federal performance reporting requirements and coordinate with KDOT/Lawrence Transit in setting performance targets (once annually and updated as needed to set Targets)
- Activity: Provide meaningful public involvement 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, the Countywide Bikeway System Plan, and the Regional Pedestrian 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.
- ❖ Coordinate local Safe Routes To School and community multimodal planning processes and projects to establish SRTS plans Baldwin City and Eudora and update the Lawrence SRTS plan

The MPO provides input and assistance to a number of on-road and off-road bicycle planning initiatives in Douglas County. 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 and staffs 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, the City of Lawrence conducted a yearlong taskforce effort to study bicycle and pedestrian issues. There are inconsistencies in the Countywide Bikeway Plan and the Ped Bike Issues Taskforce report for bikeway network elements. There is also a growing desire for new and improved bikeway designs and a desire to construct separated and protected facilities. This requires planning process to lay out a path forward for bikeway infrastructure that provides prioritization of projects. The MPO began a public process to update the Bikeway Plan in 2018 that addresses these issues.

In 2016, a Regional Pedestrian Plan was completed and approved. It was the first pedestrian plan for any city in the region. In 2017, the City of Lawrence received Silver level Walk Friendly Community. The MPO is a committed partner with the City of Lawrence, the Lawrence-Douglas County Health Department, USD 497 Lawrence Public Schools, in the ongoing SRTS planning process in Lawrence. In 2019, the MPO will collaborate on an update to the Lawrence SRTS Plan. In 2019 the MPO will also work to coordinate local SRTS planning in Eudora and Baldwin City. 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. In 2018, the MPO staff began assisting the City of Lawrence in an update to the ADA Transition Plan. The MPO work is limited to ADA planning work in the public right-of-way. This primarily includes updated mapping, planning and prioritization for investments. This work will continue in 2019.

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. In 2018, the MPO staff provided plan data and planning support in developing a data driven prioritization process for dedicated City of Lawrence Bicycle & Pedestrian Funding. For 2019, City of Lawrence GIS staff will provide technical assistance, mapping and data management, as needed for bicycle & pedestrian planning, including the Bikeway Plan development and the ramp inventory & prioritization for the ADA Transition Plan update.

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

- Activity/Product: Develop an updated Countywide Bikeway Plan with a public involvement process
- Activity/Product: Assist in the development of a City of Lawrence updated ADA Transition Plan
- Activity/Product: Encourage SRTS planning, coordinate the update to the Lawrence Safe Routes To School (SRTS) plan and coordinate the creation of the Eudora & Baldwin SRTS Plan with USD/City buy-in
- Activity/Product: Plan, organize, and administer the annual National Bicycle and Pedestrian Counting Program and automatic counters 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 (as needed)
- Activity: Coordinate and implement the Bicycle and Pedestrian section of the T2040 Plan, the Countywide Bikeway System Plan and the Regional Pedestrian Plan

- Product: Update the bikeway system, pedestrian network and/or Rideability map in Douglas County, and respond to requests for data (as needed)
- Activity: Track the issues raised by the Transportation Commission, the LiveWell Douglas County Built Environment Work Group, the KU-BAC, and other bike-ped interest groups with related activities of the MPO committees and staff (ongoing)
- 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) (as needed)
- 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)

### **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 2019; however, this situation could change in future years.

The MPO staff has monitored the timeline for setting new ozone standards throughout the last six years, and attended meetings of the Douglas County Air Quality Committee. For 2019, 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:**

- ❖ Hire and manage a consultant to conduct the 23rd Street Multi-modal Corridor Study
- ❖ 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 tasks 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 2019, 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. The MPO will also participate in statewide planning for the local road safety committee, freight, and bikeways or others as needed and invited. In 2018, KDOT awarded the MPO \$80,000 competitive Consolidated Planning Grant funding for the proposed the 23rd Street Multi-modal Corridor Study (Learnard Avenue to eastern City Limits). This study will develop a vision and implementation strategy for 23rd Street: Learnard Street to the eastern city limits, providing an opportunity for the public to reimagine the street for comfortable and inviting multimodal transportation. 23rd Street no longer serves as State Highway K-10 after the South Lawrence Trafficway was opened in 2016. The removal of the state highway designation, the passage of the City complete streets policy, the crash history, and the multimodal vision of Transportation 2040 warrants a study of 23rd Street from Learnard Street to the eastern city limits before reconstruction. The study will be conducted in 2019.

**Activities and Products:**

- Activity/Product: Hire and manage a consultant for the 23<sup>rd</sup> Street Corridor Study
- 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. (as needed)
- Activity: Receive, review and comment on land use plans/regulations and determine consistency with MPO-approved planning documents (as requested by local governments)'
- Activity: Participate in the development of statewide, regional, subarea, corridor and special studies to complement the MTP as well as MPO policies and/or processes (as invited and time allows)

**2019 Budget for Long Range Transportation Planning:**

| Long Range Transportation Planning              | 3    | 272,071.80 |
|---|------|------------|
| Regional Travel Demand Model & Data Development | 3.1  | 1,704.52   |
| Consultant: Model Update/On Call (as needed)    | 3.1a | 3,000.00   |
| Metropolitan Transportation Plan                | 3.2  | 14,072.65  |
| Bicycle & Pedestrian Planning                   | 3.3  | 129,793.31 |
| Air Quality Planning                            | 3.4  | 1,283.48   |
| Long Range Planning & Special Studies           | 3.5  | 22,217.84  |
| 23rd Street Multitmodal Corridor Study**        | 3.5a | 100,000.00 |

## 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.
- ❖ Participate in 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 Bus Transfer Location Analysis was conducted to establish criteria for a bus transfer location and assess feasible sites.

#### 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 (ongoing)
- Activity: Provide technical and planning assistance to the City Commission and City Public Transit Administrator and/or assist City staff with the grant application process for use of FTA and/or KDOT funds for urban transit services (as requested/needed)

### 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 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 engaged 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 (ongoing)
- Activity/Product: Meeting agendas and minutes, for the RTAC (as needed at least twice annually)
- Activity/Product: Supporting documentation of efforts of the RTAC and its members to implement the recommendations from the CPT-HSTP (ongoing)

**2019 Budget for Public Transportation Planning:**

|  |          |                 |
|--|----------|-----------------|
| <b>Public Transportation Planning</b>  | <b>4</b> | <b>4,449.84</b> |
| Public Transit Planning & Coordination | 4.1      | 3,304.22        |
| Paratransit Planning & Coordination    | 4.2      | 1,145.62        |

**Budget**

|  | <b>2019 UPWP Budget #</b> | <b>Total Budget</b> |
|--|---------------------------|---------------------|
| <b>Program Support &amp; Administration</b>            | <b>1</b>                  | <b>88,214.77</b>    |
| MPO Committee Support                                  | 1.1                       | 6,489.27            |
| Unified Planning Work Program & Grant Management       | 1.2                       | 14,394.11           |
| Equipment-Supplies-Software-Fees-Other Non-Staff Costs | 1.2a                      | 11,352.00           |
| Direct Expenses - Rent-Utilites-Taxes-Janitorial       | 1.2b                      | 17,561.76           |
| Public Participation Plan                              | 1.3                       | 5,289.93            |
| MPO Education, Staff Training & UPWP Project Tracking  | 1.4                       | 9,421.20            |
| Workshops-Conferences-Training Costs                   | 1.4a                      | 10,000.00           |
| Paid Leave (vacation, holidays, sick, personal)        | 1.5                       | 13,706.50           |
| <b>Short Range Transportation Planning</b>             | <b>2</b>                  | <b>12,594.01</b>    |
| Transportation Improvement Program                     | 2.1                       | 4,135.45            |
| Current Planning - Support & Coordination              | 2.2                       | 8,458.56            |
| <b>Long Range Transportation Planning</b>              | <b>3</b>                  | <b>272,071.80</b>   |
| Regional Travel Demand Model & Data Development        | 3.1                       | 1,704.52            |
| Consultant: Model Update/On Call (as needed)           | 3.1a                      | 3,000.00            |
| Metropolitan Transportation Plan                       | 3.2                       | 14,072.65           |
| Bicycle & Pedestrian Planning                          | 3.3                       | 129,793.31          |
| Air Quality Planning                                   | 3.4                       | 1,283.48            |
| Long Range Planning & Special Studies                  | 3.5                       | 22,217.84           |
| 23rd Street Multitmodal Corridor Study**               | 3.5a                      | 100,000.00          |
| <b>Public Transportation Planning</b>                  | <b>4</b>                  | <b>4,449.84</b>     |
| Public Transit Planning & Coordination                 | 4.1                       | 3,304.22            |
| Paratransit Planning & Coordination                    | 4.2                       | 1,145.62            |
| <b>Total without Competitive CPG</b>                   |                           | <b>277,330.42</b>   |
| <b>Total with Competitive CPG</b>                      |                           | <b>377,330.42</b>   |

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

|   |               |
|---|---------------|
| Consolidated Planning Grant - Federal Funds | \$ 221,864.34 |
| Local Funds (PDS/General Fund)              | \$ 55,466.08  |

**Total UPWP Funding Breakout for Competitive CPG\*\***

|  |           |
|--|-----------|
| Competitive CPG award                                      | 80,000.00 |
| Local Funds (Municipal Services & Operations/General Fund) | 20,000.00 |