



Tuesday, October 8, 2019 at 1:30 PM  
Riverfront Ad Astra Conference Room  
1 Riverfront Plaza, Suite 320  
Lawrence, Kansas 66044

## TECHNICAL ADVISORY COMMITTEE - AGENDA

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### 1. Call Meeting to Order, Welcome and Introductions

### 2. Public Comment

The public is allowed to speak to any items or issues that are not scheduled on the agenda after first being recognized by the Chair. Each person will be limited to 5 minutes for public comment.

### 3. Action Item: Approval of minutes from the September 3 meeting (attached)

### 4. Action Item: Recommend Approval of FFY19 TIP Amendment 4

<https://assets.lawrenceks.org/mpo/tip/2019-2022TIP4-Summary.pdf>

The public comment period was September 5-20. No public comments were received. A no-cost revision was added to project 302 (Intersection of US-40/K-10 at Wakarusa/27<sup>th</sup> St Signal) on September 19.

### 5. Action Item: Recommend Approval of the Title VI and Limited English Proficiency Plans

[https://assets.lawrenceks.org/mpo/title\\_vi/TitleVI-Draft.pdf](https://assets.lawrenceks.org/mpo/title_vi/TitleVI-Draft.pdf)

[https://assets.lawrenceks.org/mpo/title\\_vi/LEP-Draft.pdf](https://assets.lawrenceks.org/mpo/title_vi/LEP-Draft.pdf)

Staff updated these federally required plans, which were last updated in 2016. The Title VI plan details how the MPO complies with Title VI of the Civil Rights Act of 1964, which states people can't be excluded from participation based on race, color, or national origin. The Limited English Proficiency (LEP) plan outlines how the MPO identifies people who may need language assistance and our process for providing it.

### 6. Action Item: Recommend Approval of the 2019 Unified Planning Work Program Amendment 1

<https://assets.lawrenceks.org/mpo/upwp/2019A1draft.pdf>

The public comment period is October 1-15. The amendment adjusts the budget and text to reflect changes. The document is scheduled to go before the Policy Board on October 17.

### 7. Discussion Item: 2020 UPWP (attached)

The draft 2020 UPWP will be available for 30 day public comment after TAC reviews it. It will be brought back for final approval in November.

### 8. Discussion Item: 2020 Safety Targets

<https://assets.lawrenceks.org/mpo/T2040/2020SafetyTargets-Draft.pdf>

The 2020 Safety Targets need a 15-day public comment period. After TAC discusses the staff developed targets, the public comment period will start on October 11 and end on October 25 and will be brought back for final approval in November.

### 9. Quick Updates

- TA Projects (provide MPO staff with project description/scope and map at the meeting for a letter of consistency)

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

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

- Safe Routes to School Planning

## **10. Other Business**

### **11. Next Meeting: November 5, 2019 or another date set by the TAC**

November 5<sup>th</sup> is the same day and afternoon as the KDOT Local Consult Meeting: Discuss rescheduling

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**Attendance:**

**VOTING MEMBERS PRESENT**

X	Leslie Herring (Alt)	City of Eudora
X	Keith Browning	Douglas County
X	Ed Courton (Chair) (Alt)	Baldwin City
X	Scott McCullough	L-DC PDS
X	Robert Nugent	Lawrence Transit
	Lynley Sanford	Lecompton
X	Allison Smith	KDOT
X	Aaron Quisenberry	KU Transportation Services
X	Charles Soules	Lawrence MSO

**NON-VOTING MEMBERS PRESENT**

	Paul Foundoukis	FHWA
	Daniel Nguyen	FTA
X	Sarah Hartsig	L-DC Health Dept.

**STAFF PRESENT**

X	Jessica Mortinger, AICP	L-DC MPO
X	Ashley Myers, AICP	L-DC MPO
X	Cece Riley	

**GUESTS PRESENT**

X	Bernice Vervynck	Resident	X	Tim Deneke	Heritage Tractor
X	Diana McNioch	Resident	X	Bill Schulteis	Cherry Hill Properties
X	Karen Heeb	Resident	X	Jim Tobaben	JEO
X	Tresa Carter	Olsson	X	David Cronin (Alt)	Lawrence MSO
X	Jeff McKerrow	Olsson	X	Scott Zarembo	Zaroco

**1. Call Meeting to Order, Welcome and Introductions**

Ed Courton called the meeting to order at 1:30 PM. A quorum was present.

**2. Public Comment**

There were none.

**3. Action Item: Approval of minutes from the August 13th meeting**

Scott McCullough motioned to approve the minutes from the August 13th meeting after a minor revision was spoken about by Ed Courton, Keith Browning seconded; the motion passed unanimously, 8-0. Leslie Herring arrived at 1:34pm

**4. Action Item: Recommend Approval of the East 23<sup>rd</sup> Street Multimodal Corridor Plan**

<https://assets.lawrenceks.org/mpo/23Study/DraftPlan.pdf>

<https://assets.lawrenceks.org/mpo/23Study/23studyPP-TAC.pdf>

Jessica Mortinger gave a brief overview of the plan to reimagine 23<sup>rd</sup> street from the Haskell Bridge to 600 feet east of Anderson Ave and then asked Tresa Carter and Jeff McKerrow from Olsson to discuss the draft plan. They presented the vision which was developed through conversations with the public and local stakeholders. Ms. Carter presented information on the 240 survey responses which were received and the three day charrette hosted by the City of Lawrence and facilitated by Olsson. Mr. McKerrow then described how this stretch of road is unique for a corridor. There is an unconstrained right-of-way in which lanes are larger than average this allows for a high amount of flexibility when planning a redesign. Olsson suggested

the sidewalks on either side of the street are enlarged to 8 or 10-foot-wide shared use paths with lighting, as well as adding native plants and monuments to beautify the corridor. Mr. McKerrow indicated that narrower lanes would also help to encourage traffic to operate at the lower posted speeds. The speed on 23<sup>rd</sup> St will be decreased from 45mph to 35mph at Harper to the west. The use of medians at key points throughout the corridor would also be implemented to lessen the high crash rate found on 23<sup>rd</sup> which is currently higher than the state average. Questions then arose about bus stops and bus pull-out locations by both Charles Soules and Scott Zaremba. Mr. McKerrow then discussed how there are few bus routes on this stretch of 23<sup>rd</sup> and informed the group that bus pull-outs are more difficult for bus drivers because it can be difficult to get back into traffic. Mr. McKerrow also mentioned the plan identifies future opportunities for access management when development occurs and a Turbo T intersection at Franklin Rd when improvements are warranted.

Ed Courton asked for public comments. Bill Schulteis asked if 10 feet was standard for shared use paths and if the city would require any additional easements to implement the project. Mr. McKerrow said 10 feet is a standard shared use path, such as along Clinton Parkway—and there are not any known locations where additional easements will be required at this point in time. David Cronin explained the plan would be approved and the design process would begin with property surveys would occur in mid-2020 and additional easement needs would be identified at that time. Mr. Zaremba indicated his concerns about congestion at the intersection of Haskell and 23<sup>rd</sup>; he believes the buses and medians will create congestion in front of Quick Trip. Mr. McKerrow assured him with reduced speeds and few bus routes there should be adequate stacking in the turn lanes to address the intersection's needs. He also went on to say this intersection is very unsafe currently and his highest priority is creating a safer intersection for both drivers and pedestrians.

Mr. Zaremba then wanted to give *kudos* to Olsson and the entire charrette process because he initially was skeptical about the project but now feels both the City and Olsson are doing a great job, Tim Deneke agreed with him. Keith Browning asked if 12' turn lanes are standard as he felt this may be too small for the corridor. Mr. McKerrow assured Mr. Browning it is standard and also safer for both pedestrians and cars. 12' wide center-turn-lanes are found on 6<sup>th</sup> St and are helpful to traffic calming without reducing capacity. Scott McCullough asked for more information about the shared use path and if this would be pulled away from the street and whether or not lighting would be added. Mr. McKerrow said yes to both, but explained the shared use path will be brought closer to the street at intersections to provide a high amount of visibility to cars but otherwise the paths would be located a generous distance away from the street in order to have native plants/ trees between the path and the road. Mr. Zaremba asked who would be maintaining these green spaces. Mr. Soules said he would need to follow up about whose responsibility maintenance would be. Leslie Herring asked Olsson to reiterate how these plans will cause traffic calming effects aside from narrower lanes. Mr. McKerrow then explained how narrower lanes in combination with landscape elements and the new intersections and medians will create a sense of being closed-in on which will create more safe traffic conditions. Ms. Herring followed up her initial question by asking who will communicate with the public how to use these new intersections. She mentioned how some still have trouble understanding roundabouts and the addition of Turbo T's sounds nice but in reality she was worried they would not be properly implemented. Mr. McKerrow agreed education would be an important component of implementing a Turbo T, that should be addressed if/when improvements are being designed and constructed. Mr. Schulteis expressed his worry about drivers choosing to go through his property's parking lot due to new route restrictions. Diana McNioch wanted to know why offsetting medians was necessary. Mr. McKerrow spoke about how this plan creates a safer, more accessible, corridor for both cars and pedestrians through all the changes Olsson has recommended— the use of offsetting medians deters

cars from sharing the same space which will reduce car crashes. Ed Courton motioned to recommend approval of the East 23rd Street Multimodal Corridor Plan, Leslie Herring seconded; the motion passed unanimously 9-0.

## **5. Quick Updates**

Ashley Myers presented the counting projects being worked on this month: Bicycle rider/Pedestrian, Downtown Bike parking, and Safe Routes to School (SRTS) crossing. Safe Routes to School Planning is underway and an open house is scheduled in the fall in Lawrence. Eudora and Baldwin City will host events in the fall as well.

## **6. Other Business**

Allison Smith announced an open Transportation Alternatives *call for projects* due November 1<sup>st</sup>. Ms. Smith mentioned KDOT is assuming similar funding levels to last year, but are not certain. They are expecting they will be operating under a continuing resolution of the FAST Act in 2021.

## **7. Next Meeting: October 1<sup>st</sup>, 2019 or another date set by the TAC**

The meeting adjourned at 2:20 PM.

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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 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 2020 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, 2007-2011 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. During 2020, the MPO will update the TIP.

### Unified Planning Work Program (UPWP) –Pending approval November 21, 2019

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-Pending approval November 21, 2019**

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 –Pending approval November 21, 2019**

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. There are plans to update it in 2020.

**Metropolitan Planning Agreement – Approved December 19, 2018**

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



## **2019 UPWP Major Accomplishments**

In 2019, the MPO staff worked on many projects, the highlights of which are the items listed below:

- Completed a Lawrence Bikes Plan and continued work on the Countywide Bikeway Plan Update with the MPO Bicycle Advisory Committee.
- Safe Routes to School planning underway to develop SRTS Plans in Lawrence, Eudora and Baldwin City in coordination with community partners.
- Updated the Title VI Program Manual and Limited English Proficiency Plans.
- Managed the consultant work on the development of the 23<sup>rd</sup> St Multimodal Corridor Plan.
- Completed the quarterly TIP amendment cycle for 2019-2022 TIP.
- Completed the annual bicycle and pedestrian count and conducted counts with the automated bicycle & pedestrian counters co-owned with the Flint Hills and Topeka MPOs.
- Facilitated ongoing coordination of the Regional Transit Advisory Committee.

## **Planning Priorities for 2020**

The MPO will focus its attention on completing the update to the Countywide Bikeway Plan, SRTS planning, updating the Coordinated Public Transit –Human Services Transportation Plan for Douglas County, providing assistance in drafting a Lawrence ADA Transition Plan for the public rights-of-way, 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 2020**

- Coordinate with the cities of Lawrence, Eudora & Baldwin City, the health department, and their school districts to write Safe Routes to School Plans
- Work with the Regional Transit Advisory Committee (RTAC) to update the Douglas County CPT-HSTP and plan for paratransit and human services transportation in the region
- Approval of an updated Countywide Bikeway Plan to reconcile the regional and local bikeway plans throughout Lawrence & Douglas County
- Participate in the development of an updated City of Lawrence ADA Transition Plan and the 23<sup>rd</sup> St. Corridor Study (Learnard Avenue to Iowa Street).
- Annual T2040 Performance Reporting and data tracking
- Amendments to the 2019-2022 TIP, as needed
- Conduct the 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. In 2020, this might include planning work around multimodal Traffic Impact Studies, multimodal access to food, planning and analysis of shared micromobility, and transit planning in conjunction with the development of a transit transfer center.

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 (there are no anticipated MPO managed consultant contracts planned for 2020.)

## **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.).

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

- Products: 2021 UPWP (MPO Policy Board approval by end of 2020) and Amendments to the 2020 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: 2019 MPO Annual Performance & Expenditure Report (due by March 31, 2020)
- 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, and 1.4a, 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 \$11,150 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.) (\$9,500), dues for CTD #1 membership (\$50), ads/printing (\$800) and office supplies (\$800).

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

This category budgets \$18,266.37 for rent, property taxes, utilities and janitorial prorated expenses for the Riverfront MPO office space. This includes: Rent/Property Taxes (\$15,168.84), 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 2019 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: 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 (APBP)
- 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 \$9,545.00 for all the non-staff costs for attendance at these events (registration fees, travel, lodging, meals, etc.). For 2019 this includes, two national conferences, state/local workshops or online trainings, including purchase of APBP webinar series and membership for webinar access (\$9,500) and parking & tolls (\$45).

#### **1.5 Paid Leave**

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

#### **2020 Budget for Program Support & Administration**

<b>Program Support &amp; Administration</b>	<b>1</b>	<b>85,021.07</b>
MPO Committee Support	1.1	6,558.75
Unified Planning Work Program & Grant Management	1.2	12,707.42
Equipment-Supplies-Software-Fees-Other Non-Staff Costs	1.2a	11,150.00
Direct Expenses - Rent-Utilities-Taxes-Janitorial	1.2b	18,266.37
Public Participation Plan	1.3	897.78
MPO Education, Staff Training & UPWP Project Tracking	1.4	9,885.56
Workshops-Conferences-Training Costs	1.4a	9,545.00
Paid Leave (vacation, holidays, sick, personal)	1.5	16,010.20

## **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 was approved 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 for FFY2021.

#### **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 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 Leocompton 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)

**2020 Budget for Short Range Transportation Planning**

<b>Short Range Transportation Planning</b>	<b>2</b>	<b>13,690.89</b>
Transportation Improvement Program	2.1	5,652.48
Current Planning - Support & Coordination	2.2	8,038.41

**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 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: Respond to transportation model 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

**3.2 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 2020, 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 Lawrence Bikes 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 were inconsistencies in the Countywide Bikeway Plan and the Ped Bike Issues Taskforce report for bikeway network elements. There was also a growing desire for new and improved bikeway designs and a desire to construct separated and protected facilities. This required a 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. A Lawrence Bikes plan was completed and approved in 2019. A Countywide Bikeway plan covering unincorporated Douglas County, Eudora, Baldwin City and Lecompton will be completed in 2020.

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 began collaboration on an update to the Lawrence SRTS Plan and worked to coordinate local SRTS planning in Eudora and Baldwin City. These plans will be completed in 2020. 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 2019, 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 2020.

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 bike/ped plans as needed. In 2018/19, the MPO staff provided plan data and planning support in developing a data driven prioritization process for dedicated City of Lawrence Bicycle & Pedestrian Funding. This support and coordination will continue in 2020. For 2020, City of Lawrence GIS staff will provide technical assistance, mapping and data management, as needed for bicycle & pedestrian planning, including the Countywide Bikeway Plan development, SRTS planning & analysis, 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 Lawrence Bikes 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 2020; however, this situation could change in future years.

The MPO staff has monitored the timeline for setting new ozone standards throughout the last seven years, and attended meetings of the Douglas County Air Quality Committee. For 2020, 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 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. In 2019, the

23rd Street Multi-modal Corridor Study (Learnard Avenue to eastern City Limits) was completed. This study developed 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.

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 2020, 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. Specifically the MPO will participate in the 23<sup>rd</sup> Corridor Study (Iowa to Learnard) that will explore land use and transportation planning. The project will be managed by Planning & Development Services staff. 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: Participate in 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)

#### **2020 Budget for Long Range Transportation Planning:**

<b>Long Range Transportation Planning</b>	<b>3</b>	<b>169,819.51</b>
Regional Travel Demand Model & Data Development	3.1	1,437.76
Metropolitan Transportation Plan	3.2	13,333.81
Bicycle & Pedestrian Planning	3.3	133,258.22
Air Quality Planning	3.4	2,061.53
Long Range Planning & Special Studies	3.5	19,728.19

## **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 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). In 2020, the MPO plans to update the CPT-HSTP with the RTAC.

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

- Activity/Product: Update the Coordinated Public Transit and Human Services Transportation Plan (CPT-HSTP) for Douglas County
- 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)

**2020 Budget for Public Transportation Planning:**

<b>Public Transportation Planning</b>	<b>4</b>	<b>16,503.43</b>
Public Transit Planning & Coordination	4.1	4,439.60
Paratransit Planning & Coordination	4.2	12,063.83

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**Budget**

<b>2020 UPWP Budget</b>	<b>#</b>	<b>Total Budget</b>
<b>Program Support &amp; Administration</b>	<b>1</b>	<b>85,021.07</b>
MPO Committee Support	1.1	6,558.75
Unified Planning Work Program & Grant Management	1.2	12,707.42
Equipment-Supplies-Software-Fees-Other Non-Staff Costs	1.2a	11,150.00
Direct Expenses - Rent-Utilities-Taxes-Janitorial	1.2b	18,266.37
Public Participation Plan	1.3	897.78
MPO Education, Staff Training & UPWP Project Tracking	1.4	9,885.56
Workshops-Conferences-Training Costs	1.4a	9,545.00
Paid Leave (vacation, holidays, sick, personal)	1.5	16,010.20
<b>Short Range Transportation Planning</b>	<b>2</b>	<b>13,690.89</b>
Transportation Improvement Program	2.1	5,652.48
Current Planning - Support & Coordination	2.2	8,038.41
<b>Long Range Transportation Planning</b>	<b>3</b>	<b>169,819.51</b>
Regional Travel Demand Model & Data Development	3.1	1,437.76
Metropolitan Transportation Plan	3.2	13,333.81
Bicycle & Pedestrian Planning	3.3	133,258.22
Air Quality Planning	3.4	2,061.53
Long Range Planning & Special Studies	3.5	19,728.19
<b>Public Transportation Planning</b>	<b>4</b>	<b>16,503.43</b>
Public Transit Planning & Coordination	4.1	4,439.60
Paratransit Planning & Coordination	4.2	12,063.83
<b>Total</b>		<b>285,034.89</b>

**Total UPWP Funding Breakout**

Consolidated Planning Grant - Federal Funds	\$	228,027.92
Local Funds (PDS/General Fund)	\$	57,006.98