



UNIFIED PLANNING WORK PROGRAM

FISCAL YEAR 2008

**Lawrence-Douglas County
Metropolitan Planning Office**

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I. INTRODUCTION

A. Overview

The Unified Planning Work Program (UPWP) of the Lawrence-Douglas County Metropolitan Planning Organization (MPO) describes the transportation planning activities that the MPO and other agencies propose to undertake during 2008 and serves to document the proposed expenditures of federal, state and local funds in support of applications for various planning grants. The UPWP promotes a unified regional approach to transportation planning in order to achieve regional goals and objectives.

The FY 2008 UPWP has been developed by the Lawrence/Douglas County Metropolitan Planning Office in cooperation with local government organizations, transit operators, and the Kansas Department of Transportation (KDOT). In developing the UPWP, individual program elements are evaluated to identify issues in the region that require the attention of the MPO. Required planning and management activities are assessed to identify work activities necessary to assure compliance and the continued use of state and federal funds for planning and capital improvements in the Lawrence/Douglas County metropolitan planning area.

Status of Comprehensive Transportation Planning Activities

In the past fiscal year, all federal and state requirements were met by the MPO. In addition, a number of other projects that were essential to the comprehensive transportation planning process were undertaken within the past several years.

- *2007 Unified Planning Work Program (UPWP) – adopted 12/20/06, amended 03/26/07*
- *2006 – 2009 Transportation Improvement Program (TIP) – adopted 12/12/05, amended 7/25/07*
- *City of Lawrence Development Code – effective 06/26/07*
- *K-10 Corridor Transportation Study – completed May 2005*
- *Functional Classification & Urban Area Boundary – adopted 8/27/03, FHWA approval 11/7/03*
- *Transportation 2025, Long Range Transportation Plan – adopted 9/25/02*
- *Transportation 2030 Long Range Transportation Plan – consider Fall 2007*
- *Intelligent Transportation System Plan – consider Spring 2008*
- *Transportation 2025 Amendment, Major Thoroughfares Maps - amended 1/22/03*
- *Transportation 2025 Amendment, Bicycle Plan Chapter - amended 7/28/04*
- *MPO Public Involvement Process – adopted 9/22/04*

B. FY 08 UPWP Key Planning Projects

Transportation Improvement Program

The MPO has reviewed a TIP on an annual basis. The TIP development cycle has not been fixed, but is generally completed after Long Range Transportation Plan is developed. Staff will review the timetable for development of the city CIP, Douglas County CIP, and KDOT Construction Program and will determine an optimum time to begin the annual TIP. In addition, staff will update any policies related to the TIP. Staff will also continue to improve the TIP format to make it more readable and better able to be sorted and tabulated and will document the TIP amendment process.

MPO Reorganization

TAC and the MPO have discussed the potential restructuring of the MPO for several years. The current MPO structure, which has been in place since Lawrence designation in 1985, does not fully satisfy current federal regulations concerning MPO membership and composition.

The Metropolitan Planning Boundary was expanded in 2002 to include all of Douglas County. Since that time, FHWA and KDOT have noted that MPO representation from other jurisdictions should be addressed.

MPO Public Participation Plan

The MPO Public Participation Plan (PPP) will be reviewed to identify where past public involvement methods have not been effective and to incorporate new or revised public involvement procedures. A new PPP will be developed per SAFETEA-LU requirement.

C. Planning Issues & Priorities

MPO staff will focus on a wide range of planning activities. Transportation planning projects for the FY 2008 UPWP reflect the following concerns and priorities for the Lawrence/Douglas County metropolitan region:

- Amend as needed the Functional Classification Maps and Major Thoroughfare Maps for Lawrence and Douglas County. Any revisions to the functional classification maps will be done cooperatively by the MPO and KDOT and approved by KDOT and FHWA. The Major Thoroughfares Map is revised by the MPO and staff.
- Fulfill requirements as the City of Lawrence Bicycle Coordinator including as needed updates of the Bicycle Facilities Map, preparation of Transportation Enhancement grant applications, and staffing the Bicycle Advisory Committee.

- Review site plans, development proposals, and traffic impact studies and provide comments and recommendations relative to Transportation Improvement Program (TIP) and long-range plan projects, access management, and impacts on the street and highway system.
- Continue to update the regional long-range transportation plan as needed
- Monitor the physical and performance characteristics of the roadway system to preserve capacity, maximize personal mobility and maintain system integrity. Monitor transit ridership, and collect operational and performance data to aid in prioritizing transit system needs. Monitor data from the rideshare program.
- A range of activities are planned in administrative, legislative, and other areas. These include prepare and maintain UPWP and budget, revise/update planning products as needed to address requirements of the 2005 Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) requirements, identify potential funding sources, and air quality planning.
- In response to growing community interest, activities will be conducted to better assess and understand the impact of the region's development patterns on transportation as well as projects to better integrate transportation and land use planning and implementation activities. These include:
 - City/KU on Wheel transit coordination;
 - Transportation/Land Use Initiatives: nodal and area plan development;
 - Update Regional Land Use Maps;
 - Coordinate with neighboring jurisdictions including cities, counties, and MPOs on regional land use and transportation issues.

D. Abbreviations and Acronyms

ADA	Americans With Disabilities Act
ADT	Average Daily Traffic
BAC	Bicycle Advisory Committee
CAT	Citizens Advisory Committee on Transportation
CIP	Capital Improvements Program
CPG	Consolidated Planning Grant
CTD	Coordinated Transit District
CTP	Kansas Comprehensive Transportation Program
EPA	Environmental Protection Agency
GIS	Geographic Information System
HCS	Highway Capacity Software
FHWA	Federal Highway Administration
FTA	Federal Transit Administration
FY	Fiscal Year
ITS	Intelligent Transportation Systems
KDOT	Kansas Department of Transportation
L/DCMPO	Lawrence/Douglas Co. Metropolitan Planning Office
LOS	Level of Service
LRTP	Long Range Transportation Plan
MPO	Metropolitan Planning Organization
PTAC	Public Transit Advisory Committee
QRS II	travel demand model software
SAFETEA-LU	Safe, Accountable, Flexible, and Efficient Transportation Equity Act - A Legacy for Users, 2005
SPR	State Planning & Research funds
STP	Surface Transportation Program
TAC	Technical Advisory Committee
TAZ	Traffic Analysis Zone
TE	Transportation Enhancement Program
TIP	Transportation Improvement Program
TIS	Traffic Impact Study
TransCAD	travel demand model software
UAB	Urban Area Boundary
UPWP	Unified Planning Work Program
VMT	Vehicle Miles of Travel

II. ORGANIZATION & MANAGEMENT

A. Federal Requirements

Background

The Safe, Accountable, Flexible, and Efficient Transportation Equity Act - A Legacy for Users (SAFETEA-LU), was enacted by Congress and signed into law in 2005. To carry out the transportation planning process, federal law requires the Governor to designate a Metropolitan Planning Organization for each urbanized area with a population of more than 50,000. In addition, the Metropolitan Planning Organization shall:

(a) Prepare a long range transportation plan and provide citizens, affected public agencies, representatives of transportation agency employees, private providers of transportation, and other parties an opportunity to comment;

(b) Develop a transportation improvement program (TIP) for the metropolitan planning area in cooperation with the State and public transit operators, which will be updated at least once every four years and shall be approved by the MPO and State DOT. After approval by the MPO and the State DOT, the TIP shall be included without modification in the Statewide Transportation Improvement Program;

(c) In developing such plans and programs, employ a continuing, cooperative and comprehensive process;

Planning Factors

SAFETEA-LU requires MPOs to consider eight specific factors in the development of transportation plans and programs. These include:

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity and efficiency;
2. Increase the safety of the transportation system for motorized and non-motorized users;
3. Increase the security of the transportation system for motorized and non-motorized users;
4. Increase the accessibility and mobility options available to people and for freight;
5. Protect and enhance the environment, promote energy conservation, and improve quality of life;
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people or for freight;
7. Promote efficient system management and operation; and
8. Emphasize the preservation of the existing transportation system.

B. Participating Agencies

MPO. As the designated Metropolitan Planning Organization, the Lawrence/Douglas County Planning Commission has lead responsibility to ensure that the transportation planning process is being carried out in accordance with state and federal regulations.

State DOT. L/DCMPO works cooperatively with KDOT in carrying out transportation planning activities. State representatives serve on the Technical Advisory Committee and Transportation 2030 Committee. KDOT is responsible for a number of activities that affect the metropolitan planning process. They are charged with preparing statewide long-range plans, which include MPO transportation plans. KDOT also develops a statewide transportation improvement program (STIP), which must include the TIP developed for the Lawrence metropolitan area. Accordingly, KDOT participates actively in the process by which projects are prioritized and included in the regional TIP. KDOT also serves as an additional linkage between L/DCMPO and federal transportation agencies (i.e. FHWA and FTA).

Transit Operator. The provider of public transportation in the Lawrence metropolitan area is the Lawrence Transit System (The T). The agency submits projects to the MPO for inclusion in the transportation improvement program, and carries out many of the transit-related planning activities contained in the unified planning work program. They are represented on the Technical Advisory Committee.

C. Funding Sources

The UPWP is effective for the calendar year of January 1, 2008 through December 31, 2008. Work activities that will be carried out by the MPO in FY-2008 are explained under the individual work elements. Progress and expenditure reports and year-end closeout reports are produced by MPO staff and are submitted to KDOT.

The following funding sources are utilized in carrying out the individual work activities in the Unified Planning Work Program:

- ❖ FTA Section 5303 Planning Program funds
- ❖ FHWA PL funds
- ❖ Non-federal share/match for federal funds

The FTA Section 5303 and FHWA PL funds are appropriated separately under each federal agency's annual budget and are then apportioned by individual formula to the states. KDOT then uses a mutually agreed-to formula to allocate 5303 and PL funds to the state's urbanized areas. The two funds are administered as a Consolidated Planning Grant, whereby the PL funds are transferred to FTA and then administered to Kansas MPOs by KDOT as a single grant. The UPWP constitutes the statement of work under federal grant management regulations and as such must be approved by KDOT, FHWA, and FTA.

The UPWP also contains some work activities that will be conducted by KDOT in support of the transportation planning activities in Lawrence and Douglas County. These activities are funded by FHWA State Planning and Research (SPR) funds with the non-federal share provided by KDOT.

D. Advisory Committees

MPO Advisory Committees

The L/DCMPO maintains several advisory committees to provide input on a wide variety of transportation-related issues. In addition, ad hoc committees, task forces, and steering committees may be convened to address specific issues.

Technical Advisory Committee (TAC)

The TAC is composed of seven voting members and two non-voting members. The voting members of TAC include one member of the Planning Commission, the City Public Works Director, the Douglas County Public Works Director, the Lawrence/Douglas County Planning Director, the City Public Transit Administrator, the Assistant City Manager, and the KDOT Urban Planning Manager. One representative from the FHWA Kansas Division Office, and one representative from the FTA Regional Office hold non-voting membership. The committee is charged with reviewing technical transportation issues and making formal recommendations to the MPO.

Transportation 2030 Committee (T2030)

The T2030 Committee is composed of three members of the Planning Commission, one Douglas County Commissioner, one Lawrence City Commissioner, MPO staff, and representatives from KDOT, FHWA, Lawrence Transit, Douglas Co. Public Works, and Lawrence Public Works. The committee's role is to provide policy direction concerning the development of the long-range transportation plan and related planning efforts. T2030 works cooperatively with TAC, with members serving on both bodies to ensure cross-communication.

Other Advisory Boards & Committees

In addition to the MPO's advisory committees, there are several other City of Lawrence and Douglas County boards and committees that deal with transportation-related issues and which on occasion are involved in the MPO process.

Traffic Safety Commission (TSC)

A nine-member body appointed by the Mayor of Lawrence with the consent of the City Commission for staggered three year terms. The Traffic Safety Commission considers matters relating to the safe and expeditious flow of vehicular and pedestrian traffic within the City of Lawrence. Typically, the TSC reviews and acts on traffic signalization, parking and pedestrian control requests within the city. The City's traffic engineer staffs this advisory board.

Aviation Advisory Board (AAB)

A five-to-seven member board appointed by the Mayor of the City of Lawrence with the consent of the City Commission, the AAB exists to promote general and commercial aviation activities and interests. AAB also aids the users of aviation facilities in obtaining and improving services, and receives and evaluates reports of poor or improper service by the contractual base operator, and unsafe or dangerous conditions. Lawrence's assistant city manager currently serves as liaison to this board.

Coordinated Transit District #1 (CTD)

CTD consists of transit service providers representing Leavenworth, Wyandotte, and Johnson Counties. The purpose of the CTD is to enhance coordination and management of state and federal programs for public and private not-for-profit transit providers. Lawrence's Public Transit Administrator holds voting membership on the CTD Board.

Public Transit Advisory Committee (PTAC)

A nine-member body appointed by the Mayor of the City of Lawrence with the consent of the City Commission, the PTAC considers matters relating to policies regarding the provision of public transit services within the city. The PTAC will conduct public hearings on issues pertaining to fare increases, route modifications and service reductions as defined by city policy. PTAC is staffed by Lawrence's Public Transit Administrator.

University of Kansas Student Senate (KU on Wheels)

The University of Kansas Student Senate operates the *KU on Wheels* fixed-route bus service that functions as a commuter service with its primary destination as the University of Kansas campus. The system is funded through student fees with operation contracted to a private transit operator. The Transportation Board, a subcommittee of the Student Senate, makes recommendations and conducts hearings on routes and operation matters. The University of Kansas provides oversight of the system to assure financial accountability.

Bicycle Advisory Committee (BAC)

A seven-member joint City/County advisory committee appointed by the Mayor of the City of Lawrence and Chair of the Douglas County Commission, the Bicycle Advisory Committee works to improve bicycle safety and awareness, education of motorists and non-motorists, and update of the region's Bike Map. BAC also develops the Bicycle Plan and seeks information on current trends, programs, and facilities outside the local area. BAC makes recommendations to the City and County Commissions concerning issues related to bicycle usage within the community.

III. WORK PROGRAM

1.0 Program Support and Administration

1.1 Program Administration

Background

The Lawrence/Douglas County Metropolitan Planning Office (L/DCMPO) manages the metropolitan transportation planning process in compliance with applicable federal and state requirements. The MPO has adapted its transportation planning process to respond to the guidelines established pursuant to federal transportation law. The region's transportation planning process was reviewed August, 2006 as complying with all applicable laws and regulations in accordance with SAFETEA-LU requirements.

Previous Work

The Unified Planning Work Program and supporting documentation and reports are prepared annually. Regularly scheduled meetings of advisory committees were held during 2007. Staff support was provided to the MPO and to local governing bodies. Quarterly progress reports and billing statements were prepared and submitted to KDOT. FY 2007 Unified Planning Work Program and supporting documents were prepared and adopted.

Objectives

- Provide overall management of the MPO's transportation planning program and ensure compliance with applicable federal and state requirements.
- Administer all federal funding in a prudent and lawful manner.
- Ensure that all grants and contracts are administered to allow timely completion of scheduled activities and products.
- Support the various transportation and related committees and ensure communication among and between the committees.
- Manage the staff contributing to transportation planning activities.
- Provide staff with training, services and resources to enable effective transportation planning work to be conducted.

Program Activities

- Maintain and update Functional Classification Map, Major Thoroughfare Map, and Metropolitan Planning Boundary Map for the Lawrence/Douglas County metropolitan area.
- Prepare FY 2009 Unified Planning Work Program and supporting documents
- Coordinate with and provide support to the City and County Public Works Departments in developing project proposals for state and federal transportation funding. Prepare applications and supporting data as needed for grants and funding applications.
- Maintain records and provide reports to funding agencies on status of planning activities and resources expended.

- Attend planning meetings, conferences, and training as appropriate.
- Monitor state and federal funding initiatives and legislative activities. Review federal and state policies and guidance regarding metropolitan transportation planning and incorporate changes as necessary.
- Provide supervision to transportation planning intern(s).
- Provide staff support to MPO committees and local governing bodies.

Products (Estimated Completion Dates)

- Draft FY 2009 Unified Planning Work Program. (9/2008)
- Contract and grant administration in support of the work program. (ongoing)
- Grant applications for any special funding outside the annual work program. (ongoing)
- Quarterly progress reports and invoices for FY 2007 and FY 2008. (ongoing)
- FY 2007 Final Report. (3/2008)
- Acquisition of equipment, supplies, and computer software as needed to support transportation planning activities. (ongoing)
- Purchase of professional services as needed to assist with staff training and professional development. (ongoing)
- Maintain maps of major thoroughfares, street and highway functional classification and transportation boundaries. (ongoing)
- Coordinated TAC and MPO meetings (ongoing)

1.2 Public Participation

Background

The MPO's public participation procedures call for early and continuous consultation with interest groups and the public. L/DCMPO uses tools such as press releases, public meetings, neighborhood contact, and internet sites to provide information and announce opportunities for input into planning efforts.

Previous Work

L/DCMPO's public involvement activities are carried out through a Public Involvement Plan that was approved in 2004. The document outlines strategies to increase the effectiveness of current public involvement activities.

Objectives

- To gain meaningful input into the transportation and planning processes from the public.
- To provide opportunities for convenient public access, review and comment on regional planning and programming documents as well as the data and forecasts on which they are based.
- To document official actions (review, approval, adoption and amendments) of transportation planning processes and related public review as well as special studies and other projects.
- To comply with the letter and intent of federal and state public participation requirements.

Program Activities

1. Provide adequate notice of committee meetings, forums, and focus groups.
2. Provide verbal and/or written responses to public questions, comments and suggestions.
3. Provide documents for public review and comment utilizing the department web site and public libraries.
4. Maintain web pages that provide access to data, forecasts, policies and plans developed as part of the transportation planning process.
5. Update the MPO Public Participation Plan per SAFETEA-LU requirement.

Products (Estimated Completion Dates)

- Meeting notices, publications and advertisements. (ongoing).
- Public information, education, and outreach effort. (ongoing).
- Documentation of public input and agency responses. (ongoing).
- Maintained and updated MPO web pages. (ongoing)
- Updated MPO Public Participation Plan (5/2008)

1.3 MPO Reorganization

Background

TAC and the MPO have discussed the potential restructuring of the MPO for several years. The current MPO structure, which has been in place since Lawrence's designation in 1985, does not fully satisfy current federal regulations concerning MPO membership and composition.

The Metropolitan Planning Boundary was expanded in 2002 to include all of Douglas County. Since that time, FHWA and KDOT have noted that MPO representation from other jurisdictions should be addressed.

Objectives

- The MPO is needed to facilitate collaboration of governments, interested parties and residents in the planning process.
- Planning needs to reflect the region's shared vision for its future.
- The MPO Technical Advisory Committee is charged with reviewing technical transportation issues and making formal recommendations to the MPO.
- The MPO Policy Board should be represented by local elected officials, representatives from different mode of transportation (transit, freight, etc.) and state officials.

Program Activities

- Provide information to local governments on the purposes of a MPO.
- Collect data on other MPO organization structures and other MPO bylaws.
- Develop MPO related information for local government officials and future MPO members
- Make presentations in related MPO to local governments and related organizations
- Provide verbal and/or written responses to local officials' questions, comments and suggestions.
- Provide documents for public review and comment utilizing the MPO website and public libraries.
- MPO re-designation agreement and cooperative agreement

Products (Estimated Completion Dates)

- MPO Bylaws governing the TAC and MPO (3/2008).
- Update of MPO Bylaws. (ongoing).
- MPO re-designation agreement. (tentative)
- MPO cooperative agreement. (tentative)

2.0 Short Range Transportation Planning

2.1 Transportation Improvement Program

Background

The MPO produces a Transportation Improvement Program (TIP) to outline federally-funded and regionally significant transportation expenditures over the next four-year period. Federal planning regulations require that the first four years of a multi-year TIP be financially constrained.

The 2006-2009 TIP was adopted by the MPO on December 12, 2005 and approved as an amendment to the Statewide TIP (STIP) by FHWA and FTA on March 20, 2006.

Objectives

- To develop a detailed and financially realistic program of transportation projects drawn from all elements of the community, that is consistent with the long-range transportation plan.
- To ensure opportunities for public input, review and comment related to the TIP.
- To foster an understanding of the TIP process among member jurisdictions, and to effectively communicate the approved TIP to the general public.
- To establish and maintain an efficient TIP development and amendment process.

Program Activities

- Process TIP amendments as needed.
- Refine process of tracking project implementation and program expenditures.
- Develop and adopt a 2008-2011 TIP.
- MPO self-certification
- Reformat TIP database
- Prepare Project Location Map(s) to accompany the TIP.
- Prepare required Annual Obligation Listing of Projects.

Products (Estimated Completion Dates)

- Adopted 2008 – 2011 TIP. (2/2008 - tentative)
- Amended 2008 – 2011 TIP (as needed)
- MPO self-certification (tentative)
- Annual Obligation Listing of Projects. (tentative)

2.2 Access Management & Traffic Impact Studies

Background

Localized analyses of development scenarios are essential for good planning in order to help ensure the continued functioning of the roadway system. Long-range plan development tests region-wide land use and socio-economic futures but isn't able to react to more detailed local scenarios. As commercial, office, and major residential development proposals are developed, traffic impact studies are required to determine the impacts on adjacent streets and intersections and to identify needed improvements.

Previous Work

The adopted 2006 City of Lawrence Development Code incorporated Traffic Impact Study (TIS) requirements. Property owners and consultants will follow these standardized TIS requirements in preparing analyses for major developments on functionally-classified roadways. The Development Code also includes city access management standards that define intersection influence areas, specify spacing for driveways and side roads, and specify requirements for turn lanes. The standards apply to both new and redevelopment situations, recognizing that in redevelopment and infill situations, standards will be addressed to the extent possible.

Planning staff have worked with Lawrence Public Works staff and consultants to develop and implement access management recommendations and projects for 23rd Street (K-10) between Iowa (US-59) and Louisiana Streets. KDOT staff worked with planning and Lawrence Public Works staff in using VISIM software to analyze the 6th street corridor.

Planning staff worked with Douglas County Public Works to develop a new county road designation system and associated access county road standards.

Objectives

- Analyze transportation and land use alternatives in sub-areas or along corridors experiencing congestion, safety, land use or related problems.
- Review traffic impact studies prepared by property owners, developers and/or consultants.
- Review development proposals for impacts to functionally-classified roadways and adherence to access management standards.

Program Activities

- Conduct operational analyses of local roadway sections and intersections.
- Train staff in use of HCS 2000/HCS+, SYNCHRO, and other appropriate software.
- Participate with Lawrence Public Works, Douglas County and KDOT in development & implementation of access management projects for the various corridors.
- Review development plans and/or traffic impact studies on major thoroughfares for access onto arterial streets, need for additional roadway improvements, impact of development, and consistency with Transportation 2030.

Products (Estimated Completion Dates)

- Review impact studies submitted by consultants or outside organizations in conjunction with development proposals. (ongoing)
- Conduct analyses of regional roadways to determine baseline (existing), existing + proposed, and future conditions. (ongoing)

3.0 Long Range Transportation Planning

3.1 Data Development and Maintenance

Background

In order to perform the planning functions required by federal requirements, the MPO must develop and maintain accurate and reliable data for the metropolitan region. The MPO maintains information on metropolitan development patterns, economic growth and demographic characteristics, analyzes the relationships between land use and transportation investments, and promotes principles and practices that result in greater mobility choices and greater efficiency in the existing transportation system. This work includes coordination with local governing bodies on land use policies and plans, mapping, maintenance of census data, and policy analysis.

This data is essential in monitoring regional development trends and in estimating future scenarios. It also provides zonal data for input into the regional travel demand model, which, in turn, is used for the MPO's long range transportation plan, and for future year traffic estimates for traffic impact studies, corridor studies, and other special studies.

Requests are also received for various land use and transportation data including but not limited to existing and future traffic volumes, capacity analyses, accident data, population and land use data tabulations, and various area plans.

Previous Work

Planning staff and KDOT developed a Request for Proposals and interviewed and selected a consultant to assist with conversion of the travel demand model. Staff worked with the consultant to review and update the model zone structure and network. Regional traffic counts, aeriels, street centerline files, accident data, and signal timings were provided to the consultant. Staff assembled 2005 base year dwelling unit and employment data and developed 2030 projections based on an updated 2030 land use scenario.

Objectives

- Respond to inquiries and requests for data from citizens, public agencies, consultants, elected and appointed officials and boards, and the media.
- Maintain land use, demographic, and transportation data.
- Maintain the travel demand model and associated data files.
- Maintain a geographic information system (GIS) capable of addressing transportation planning analysis needs.
- Facilitate community dialogue concerning regional development and mobility goals and to evaluate land use and transportation scenarios.
- Communicate development changes to elected officials, business leaders, civic groups, community organizations, and city, county, and staff agency personnel.

Program Activities

- Respond to inquiries and data requests from citizens, public agencies, consultants, elected and appointed officials and boards, and the media.
- Utilize data to develop layers in the GIS which may include land use, population, employment, environmentally sensitive areas, and transportation data.
- Prepare necessary graphics, analyses, and/or presentations.
- Maintain and update existing economic, demographic, development and geographic databases. Monitor and report on land use and development trends for informed decision-making and to evaluate long-range forecasts.
- Coordinate with state and local government staff and private consultants to ensure consistent interpretation of data and methodologies.

Products (Estimated Completion Dates)

- Analyses of regional roadways, areas, or developments in response to data requests. (ongoing)
- Transportation infrastructure, land use, and socioeconomic information and databases acquired from outside sources or produced by staff. (ongoing)
- Updated GIS mapping. (ongoing)
- Monitoring TAZ employment and dwelling unit projections for LRTP (ongoing)

3.2 Bicycle & Pedestrian Planning

Background

The L/DCMPO has provided input and assistance to a number of on-road and off-road bicycle planning initiatives in the metropolitan area. Staff provides support for the Bicycle Advisory Committee, produces a Bicycle Annual Report, reviews road construction projects and development plans for bicycle and pedestrian facilities, maintains the Bicycle Facilities Map, and updates the Bicycle Plan as needed.

Objectives

- Maintain bicycle-related transportation data for use in studies and analyses.
- Encourage integration of bicycle and pedestrian transportation needs in local plans and capital improvement projects.
- Encourage and promote increased regional bicycle and pedestrian travel as a share of total regional trips.
- Maintain, update and implement the Bicycle and Pedestrian Elements of the long-range transportation plan as necessary.

Program Activities

- Coordinate roadway design concepts to ensure that the needs of non-motorized travelers are addressed.
- Review development plans to ensure adherence to requirements for bikeways and sidewalks in new and redevelopment projects.
- Develop priority listing of bicycle facilities for inclusion in City and County CIPs and other documents.
- Update the Bicycle Plan and Bicycle Facilities Map as needed.
- Prepare, as appropriate, applications for bicycling and walking grants, projects, and other programs.
- Participate in "Bike to Work" week and other bicycle awareness and safety promotional activities.

Products (Estimated Completion Dates)

- Reviews of roadways projects, development plans, and plats for bicycle facilities and bicycle parking. (ongoing)
- Updated Bicycle Facilities Map for public dissemination (ongoing)

3.3 Long Range Transportation Plan

Background

Federal regulations require that MPO long range transportation plans (LRTP) cover at least a 20-year planning horizon and be reviewed and updated at least every five years. Transportation 2025 was adopted in September 2002 and amended in January 2003 to revise the Major Thoroughfares Maps in the Roadway Systems Chapter and in July 2004 to incorporate the updated Lawrence/Douglas County Bike Plan. The Lawrence MPO must update and adopt a new or substantially revised long-range transportation plan by December 2007. Monitoring of regional land use changes and development is an on-going activity and changes will be incorporated into the regional travel demand model as needed.

Previous Work

Transportation plan work began in 2006 with updating model data and parameters. A transportation plan steering committee was formed and meets monthly to receive updates from staff and provide input on work elements for the plan update. A public information and comment website was launched to provide an alternative method for public participation.

Objectives

- Complete and adopt an updated regional long-range transportation plan.
- Assist in integrating the LRTP with KDOT's statewide long range plan.
- Keep current with accepted modeling practices.
- Provide estimates of impacts related to transportation system changes.
- Conduct transportation studies and projects that will provide the MPO with comprehensive long range planning guidelines.

Program Activities

- Develop revenue projections and project cost estimates to financially constrain the transportation plan.
- Complete land use forecast scenarios and develop dwelling unit and employment estimates.
- Develop projects & scenarios to model.
- Prepare, with consultant assistance, 2005 base year, Existing + Committed (E+C), E+C with projections, and 2030 modeling assignments.
- Prepare financially constrained transportation plan document for review and adoption.
- Deploy TransCAD Model. Train staff in the operation of the TransCAD model and travel demand forecasting methods.

Products (Estimated Completion Dates)

- Analyses of regional roadways or sub-areas in response to data requests. (ongoing)
- Revised/updated land use and socio-economic projections for sub-areas and Urban Growth Area. (ongoing)
- *Transportation 2030* adoption/update (ongoing)
- Traffic counts as necessary by city, county, and KDOT. (ongoing)

3.4 ITS Architecture Plan

Background

Intelligent Transportation Systems (ITS) is the application of advanced technologies in the information processing, communications, control, and electronics to transportation. ITS Architecture Plan includes applications in the areas of traffic control, traveler information, public transportation, and incident management. Potential benefits are more efficient use of the transportation infrastructure, energy savings, and improvements in safety, mobility, accessibility, and productivity. The objective of the study is to develop a strategic plan for the deployment of ITS technologies that will be most beneficial to the Lawrence metropolitan area.

Previous Work

In 2006 in response to an FHWA requirement, ITS working group began meeting to discuss development of the required ITS architecture plan. A request for proposals was developed, consultant interviews were conducted, and a consultant was selected. The scope of work and budget were negotiated and initial work was started. The ITS draft architecture plan is scheduled to complete by the end of 2007.

Objectives

- Define the needs and opportunities for the deployment of ITS user services in Lawrence and Douglas County.
- Evaluate ITS user services to identify those that are applicable to the region.
- Identify existing ITS technologies in use within the region.
- Develop an ITS Architecture Plan to be expanded on and implemented.

Program Activities:

- Define tasks and responsible parties for development of the ITS plan.
- Identify and analyze feasible alternatives.
- Develop a draft ITS Architecture Plan.

Products (Estimated Completion Dates)

- ITS Architecture Plan and associated technical reports, analyses, and documentation (ongoing)

4.0 Public Transportation Planning

4.1 Public Transportation Coordination & Assistance

Background

MPO staff assists with development of the public transportation services and provides ongoing staff support to elected officials and city and county staff. The fixed-route bus service principally serves the City of Lawrence, with service provided by the City of Lawrence. The University of Kansas operates a separate fixed route system that provides service on campus and to several off-campus apartment complexes. In 2006 a joint rideshare program was started between the City of Lawrence and Mid-America Regional Council.

Objectives

Assist in the continued planning and further development of the fixed-route municipal bus service for the Lawrence Urbanized Area.

Program Activities

- Participate in a planning study and discussions concerning improving coordination of transit services between the City of Lawrence and the University of Kansas.
- Participate in a planning study and discussions concerning coordination of transit services between the City of Lawrence, City of Topeka, Kansas City and Johnson County.
- Assist nonprofit transportation providers in obtaining FTA capital assistance funds, including listing projects in the Transportation Improvement Program.
- Attend transit-related conferences and training that relate to MPOs, as required.
- Provide technical and planning assistance to the City Commission and City Public Transit Administrator as needed.
- Continue to work with MARC and other MPO's in funding support of the joint rideshare program.
- Coordinate as needed with organizations involved with development of a Coordinated Human Services Transportation Plan

End Products

- Assist as needed with grant application process for use of FTA Section 5307, Section 5309, and KDOT CTP urbanized area funds. (ongoing)
- Set aside 1% of Section 5307 Urbanized formula funds to utilize for a safety and security assessment of the transit system.
- Updating Disadvantaged Business Program (DBE) as needed.
- Updating Title VI program as needed.
- Support of the Joint Rideshare Program with MARC (ongoing)

4.2 Coordinated Public Transportation Development Plan

Background

The fixed-route bus service principally serves the City of Lawrence, with service provided by the City of Lawrence. The University of Kansas operates a separate fixed route system that provides service on campus and to several off-campus apartment complexes. In 2006 a joint study was conducted to consider service improvements to both existing systems and to recommend possible further coordination or integration of the transit systems.

Objectives

Investigate opportunities for service, funding, and governance improvements and coordination between the City of Lawrence and University of Kansas transit systems.

Program Activities

- Participate in a planning study and discussions concerning improving coordination of transit services between the City of Lawrence and the University of Kansas.
- Participate in developing recommendations to Lawrence City Commission and University of Kansas concerning transit service coordination.
- Incorporate coordination plan analysis and recommendations into the transit chapter of the MPO's long-range transportation plan.

End Products

- Continuing to work with University of Kansas in the update/implementation of the Public Transportation Development Plan. (ongoing)

IV. FUNDING, BUDGET, AND SCHEDULE

A. Summary of Local/Federal Funds Allocations - FY 2008

Consolidated Planning Grant

2007 CPG Carryover	\$21,455
2008 CPG Allocation	\$147,879
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Total Est. Federal Share (80%):	\$169,334
Total Est. Matching Share (20%):	\$42,334
2007 TOTAL EST. FUNDS AVAILABLE:	\$211,668

B. Estimated Expenses by Category - FY 2008

EXPENSE CATEGORY	Federal Planning 80%	Match 20%	MPO TOTAL	Other Funds	Grand TOTAL
Personnel					
Transportation Planners (2)	\$100,411	\$25,103	\$125,513	\$0	\$125,513
Intern	\$4,992	\$1,248	\$6,240		\$6,240
<i>Subtotal:</i>	<i>\$105,403</i>	<i>\$26,351</i>	<i>\$131,753</i>	<i>\$0</i>	<i>\$131,753</i>
Operational Expenses					
Computers, software, supplies	\$3,200	\$800	\$4,000	\$0	\$4,000
Staff training, meetings, conferences	\$3,200	\$800	\$4,000	\$0	\$4,000
Printing	\$2,000	\$500	\$2,500	\$0	\$2,500
Resource Document Acquisition	\$800	\$200	\$1,000	\$0	\$1,000
Public Information advertising and costs	\$5,600	\$1,400	\$7,000	\$0	\$7,000
<i>Subtotal:</i>	<i>\$14,800</i>	<i>\$3,700</i>	<i>\$18,500</i>	<i>\$0</i>	<i>\$18,500</i>
Contract Services					
On-call travel modeling	\$12,000	\$3,000	\$15,000	\$0	\$15,000
MARC - joint rideshare program	\$3,800	\$950	\$4,750	\$0	\$4,750
<i>Subtotal:</i>	<i>\$15,800</i>	<i>\$3,950</i>	<i>\$19,750</i>	<i>\$0</i>	<i>\$19,750</i>
TOTAL ESTIMATED BUDGET:	\$136,003	\$34,001	\$170,003	\$0	\$170,003
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TOTAL FEDERAL FUNDS AVAILABLE:	\$169,334				
ESTIMATED BUDGET:	(\$136,003)				
UNOBLIGATED BALANCE:	\$33,332				

C. Program Budget - FY 2008

		Funding			%
		Federal Planning	Local	Total	of Total
1.0	Program Support and Administration				
1.1	Program Administration	28,000	7,000	35,000	
1.2	Public Involvement	12,000	3,000	15,000	
1.3	MPO Reorganization	12,800	3,200	16,000	
				<i>66,000</i>	<i>38.8%</i>
2.0	Short Range Transportation Planning Transportation Improvement				
2.1	Program	16,000	4,000	20,000	
2.2	Access Management & Traffic Impact	16,000	4,000	20,000	
				<i>40,000</i>	<i>23.5%</i>
3.0	Long Range Transportation Planning				
3.1	Data Development & Management	12,800	3,200	16,000	
3.2	Bicycle & Pedestrian Planning	4,000	1,000	5,000	
3.3	Long Range Transportation Plan	16,000	4,000	20,000	
3.4	ITS Regional Architecture	1,600	400	2,000	
				<i>43,000</i>	<i>25.3%</i>
4.0	Public Transportation Planning				
4.1	Coordination & Assistance Coordinated Transit Development	6,680	1,670	8,350	
4.2	Plan	10,122	2,531	12,653	
				<i>21,003</i>	<i>12.4%</i>
TOTALS:		\$136,002	\$34,001	\$170,003	100.0%

D. 2007 UPWP Schedule by Quarter

WORK ELEMENTS	1 ST QTR	2 ND QTR	3 RD QTR	4 TH QTR
1.0 Organization & Management				
1.1 Program Administration	X	X	X	X
1.2 Public Involvement	X	X	X	X
1.3 MPO Reorganization	X			
2.0 Short Range Planning				
2.1 Transportation Improvement Program	X	X	X	X
2.2 Access Mgmt./Traffic Impact	X	X	X	X
3.0 Long Range Planning				
3.1 Data Development & Maintenance	X	X	X	X
3.2 Bicycle & Pedestrian Planning	X	X	X	X
3.3 Long-Range Plan	X	X	X	X
3.4 ITS Regional Architecture	X	X	X	X
4.0 Public Transportation Planning				
4.1 Public Transportation Coordination	X	X	X	X
4.2 Coordinated Transit Development Study	X	X	X	X

