

Appendix I: PROSPECTUS FOR THE METROPOLITAN TRANSPORTATION PLANNING PROCESS FOR THE LEXINGTON, KENTUCKY URBAN AREA

This prospectus is made a part of the Lexington Area Metropolitan Planning Organization annual Unified Planning Work Program (or UPWP) and may be revised and/or amended, as appropriate, in response to changes in transportation legislation at the Federal or State level or at the request of the Transportation Policy Committee (TPC).

Moving Ahead for Progress in the 21st Century Act (or MAP-21, July 6, 2012) along with the Federal Transit Act is the latest legislation that funds all surface transportation programs. These authorizations continue the requirement that Metropolitan Planning Organizations (or MPOs) be designated for each urban area to carry out a continuing, comprehensive, and coordinated transportation planning process in metropolitan areas. This is to satisfy the requirements of Title 23, Part 450; and Title 49, Part 613.

ESTABLISHMENT OF THE LEXINGTON AREA METROPOLITAN PLANNING ORGANIZATION

A. DESIGNATION AND RE-DESIGNATION AUTHORITY OF THE LEXINGTON AREA MPO

The Commonwealth of Kentucky, the Lexington-Fayette Urban County Government, Jessamine County, the City of Nicholasville, and the city of Wilmore have designated the Lexington Area Metropolitan Planning Organization. This designation will remain valid unless the Governor and local units of government representing 75 percent of the population in the area served by the existing MPO elect to re-designate the MPO.

B. THE CURRENT METROPOLITAN TRANSPORTATION PLANNING AREA BOUNDARY

The metropolitan transportation planning area boundary for the Lexington urbanized area includes all of Fayette and Jessamine counties. In addition, a small portion of Scott County (adjacent to the County Line and US-25) was just added during the 2010 Census to the official Census Urbanized Area and therefore the Lexington MPO area. If deemed appropriate, and approved by the MPO and the Governor, the boundary may be expanded to foster an effective planning process that ensures connectivity between modes, reduces access disadvantages experienced by modal systems, and promotes efficient overall transportation investment strategies. A description of the most current metropolitan transportation planning area, as it

may be updated from time to time, will be included in the annual Unified Planning Work Program.

ORGANIZATION OF THE LEXINGTON AREA MPO

A. THE LEXINGTON AREA MPO STAFF

1. Primary MPO Staff Support

The Transportation Planning Section of the Lexington-Fayette Urban County Government (or LFUCG) Division of Planning provides primary staff support for the Lexington Area MPO in the accomplishment of its core transportation planning duties.

2. Auxiliary Staff Support and Cooperation with other Agencies

The Lexington Area MPO may also utilize additional staffing resources to carry out selected elements of the MPO transportation planning process. Conversely, the MPO staff may also serve as a resource to other agencies in the MPO area that are involved in regional planning. The MPO staff regularly cooperates with other departments in the Lexington-Fayette Urban County Government (i.e. Planning, Engineering, Traffic Engineering, GIS, and many more), State and federal agencies (i.e. KYTC, KEEC, FHWA, EPA...), and regional planning agencies (BGADD, Bluegrass Tomorrow). In addition, the MPO may also retain the services of outside consultants on a case-by-case basis.

B. THE TRANSPORTATION POLICY COMMITTEE

1. Purpose of the Transportation Policy Committee

The Transportation Policy Committee serves as the MPO policy body for transportation planning, decision-making, and programming affecting the metropolitan transportation planning area. Responsibilities include the review and approval of appropriate plans, implementation programs and other similar related actions.

2. Functions of the Transportation Policy Committee

- Initiate, guide, and sanction the necessary activities required for the development of a Coordinated, Comprehensive, and Continuing Urban Transportation Planning Process.
- Examine the adequacy and appropriateness of the transportation planning process.

- Review various agreements entered into for the execution of transportation planning within the MPO area.
- Review and approve proposed goals, objectives and policies for the MPO transportation planning process.
- Review and approve all MPO short and long-range transportation plans, studies and all other work elements as required by the MPO planning process.

3. Membership Composition of the Transportation Policy Committee

a. Statement of Member Responsibility

Each member of the TPC is expected to carry out the purpose and functions prescribed above in accordance with the policies of the agency or organization he/she represents but should remain cognizant of the regional function of the MPO, and the short and long term needs of the total MPO area.

b. Voting and Non-Voting Membership

- The voting membership of the Transportation Policy Committee (TPC) consists of: Seven Council Members of the Lexington-Fayette Urban County Government (LFUCG)
 - The Mayor of Lexington
 - The Mayor of Nicholasville
 - The Mayor of Wilmore
 - The Fayette County Judge-Executive
 - The Jessamine County Judge-Executive
 - The Lexington Transit Authority (LexTran) Board Chair
 - The Director of the Federated Transit Services of the Bluegrass FTSB (Para-Transit Agency)
 - The Secretary of the Kentucky Transportation Cabinet (KYTC)

This is a total of fifteen (15) voting members. Representatives of the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) shall be considered the two (2) nonvoting members. Nonvoting members may be added or deleted by the Transportation Policy Committee. The approved membership of the Transportation Policy Committee, as it will change from time to time with elections, position turn over, term limits, etc., will be listed in the annual update of the MPO Unified Planning Work Program (UPWP).

Each voting member of the TPC has a responsibility to determine the regional (Fayette & Jessamine Counties) impact and equity of all transportation planning decisions approved by the TPC. A holistic perspective is required in the decision making process. Determining the regional impacts of all TPC decisions is essential to the continued growth and success of the MPO region.

Fayette County Officials TPC Voting Membership: To help achieve a regional representation perspective, the Lexington Fayette Urban County Government Vice Mayor will appoint, as necessary, one representative from each of the following aggregated Fayette County Council District areas:

- 1, 2, and 6 (North Urbanized Area)
- 3, 5, and 11 (Central Urbanized Area)
- 4, 8, and 7 (Southeast Urbanized Area)
- 9, 10, and 12 (Southwest Urbanized Area & Rural Fayette County)

In addition:

- The two elected "At-Large" Lexington Fayette Urban County Council Members
- The Mayor of the Lexington Fayette Urban County
- The Vice Mayor of the Lexington Fayette Urban County
- The Board Chair of the Lexington Transit Authority (LexTran)
- The Fayette County Judge Executive

A total of ten Fayette County members will be voting members on the Lexington Area MPO TPC.

Jessamine County Officials Voting Membership: Jessamine County TPC voting membership will consist of:

- The Jessamine County Judge Executive
- The Mayor of Nicholasville
- The Mayor of Wilmore

A total of three Jessamine County members will be voting members on the Lexington Area MPO TPC.

Regional Area Agency Officials Voting Membership: Central

Kentucky Regional voting membership will consist of:

- The Director of the Federated Transit Services of the Bluegrass (or FTSB) Regional Para-Transit Agency
- The Secretary of the Kentucky Transportation Cabinet (KYTC)

A total of two Regional Area Agency members will be voting members on the Lexington Area MPO TPC.

c. Alternate Members

A member of the TPC may designate one official alternate (or proxy) to represent the member in his/her occasional absence or as a regular designated representative for the voting TPC Member. For the occasional alternate representative, a letter (or email) of official proxy designation shall be submitted to the Executive Secretary of the TPC Committee in order that the alternate shall be accorded all the voting rights of the member (see "Meetings of the TPC d. Proxy" below for further explanation)

4. Officers of the Transportation Policy Committee

a. Established Offices

The officers of the TPC shall consist of a Chair, a Vice-Chair and an Executive Secretary. The Director of the LFUCG Division of Planning, or his/her designee, shall serve as the Executive Secretary of the TPC.

b. Duties of Officers

i. Chair

It is the responsibility of the Chair to preside at all meetings of the TPC, facilitate proper adherence to adopted procedures, call special meetings as required, and appoint subcommittees as needed. The chairperson of the TPC will rotate between Fayette and Jessamine County elected executive office holders: Mayor of Lexington, Nicholasville, and Wilmore or the County Judge Executives of Fayette and Jessamine County. The Chair and Vice Chair will serve two-year terms and shall not serve more than two consecutive two-year terms in a four year period. If at any time the position of Chair has been held for two consecutive terms by representatives of one of the two MPO area counties, the next Chair must be selected from eligible candidates representing the other MPO County.

ii. Vice-Chair

It is the responsibility of the Vice-Chair to assist the Chair in the performance of his/her duties, and to perform the duties of the Chair in his/her absence.

iii. Executive Secretary

It is the responsibility of the Executive Secretary to notify TPC members of meetings, record the minutes and attendance, and disseminate the agenda, reports, and other materials to TPC members. The Executive Secretary must also provide staff services to the committee as required to carry out all work necessary and incidental to the goals, objectives and mission of the TPC and the Lexington Area MPO.

5. Meetings of the Transportation Policy Committee

a. Meetings

The regular meetings of the TPC shall be open to the public. A one-year schedule of regular meetings will be developed by MPO staff and will be presented for approval at the first meeting of the Fiscal Year. At least two (2) of the regularly scheduled TPC meetings per year will be held in Jessamine County, Kentucky. The Chair may call special meetings or work sessions by his/her own accord or at the request of the TPC, the executive secretary, or a majority of the voting membership. In absence of the Chair, the Acting Chair may call a special meeting.

b. Quorum and Attendance

A quorum shall consist of at least fifty (50) percent of the voting membership of the committee and/or their designated alternates. A majority vote of the voting membership present shall be required for Committee action. No action shall be taken without a quorum of the Policy Committee in attendance at that meeting.

c. Voting Procedures

The Chair and any member may call for a vote on any issue, provided it is seconded and is within the purposes of the TPC. Each voting member shall have one (1) vote. A majority vote of the present voting members (or their designated alternates) shall be sufficient for approval of actions and

recommendations before the TPC. Voting members may abstain from voting only in the event of a conflict of interest. In the absence of any direction from the by-laws, the Chair shall decide procedures governing voting.

(***Note:** Remote TPC Member voting via video conferencing may be considered in the future when this technology becomes available)

d. Proxy

When a voting member of the TPC is unable to attend a meeting or must leave a meeting before a vote is taken, his/her proxy shall be accepted and used for voting as he/she directs, but only under the following circumstances:

- The proxy shall be in writing and bear the signature of the absent member.
- The proxy shall clearly and specifically state the member's vote.
- The proxy shall contain a statement that the absent member is well informed as to the facts of the question to be voted upon.
- If the question is one on which a hearing has been held, the proxy shall contain a statement that the member was present at the hearing.
- Use of proxy shall be recorded in the official minutes of the meeting.

e. Agenda

An agenda for each meeting shall be prepared and distributed to TPC Members. Copies of the agenda shall be given to interested persons, on their request, at the time the meeting is convened. Additional items may be introduced to the agenda at the beginning of the meeting as long as there is a majority concurrence of the eligible voting members. Additions to the agenda will follow discussion of the last item on the regular agenda.

f. Public Participation

Attendance at TPC meetings is open to the general public. Membership is not required for an individual to attend, observe, and provide input at TPC meetings. The TPC shall provide public access and involvement consistent with the requirements and spirit of the latest federal highway legislation (currently MAP-21) under a true collaborative planning process in which the interest of all of the stakeholders – public and private – are reflected and considered.

C. THE TRANSPORTATION TECHNICAL COORDINATING COMMITTEE

1. Purpose of the Transportation Technical Coordinating Committee

The purpose of the Transportation Technical Coordinating Committee is to advise, provide technical guidance and assistance to the TPC in carrying out the goals and objectives of the MPO. The TPC may provide supervision and define additional and specific responsibilities from time to time.

2. Functions of the Transportation Technical Coordinating Committee

- Develop, review and comment on proposed goals, objectives and policies for the MPO transportation planning process.
- Review and provide input to the development of all MPO short and long-range transportation plans, studies and other work elements as required by the MPO planning process.
- Facilitate coordination, communication and understanding between the public, policy/decision makers, transportation-related agencies, and all other parties involved in or affected by the MPO planning process.
- Carry out any other tasks as required by the MPO planning process.

3. Membership Composition of the Transportation Technical Coordinating Committee

a. Statement of Member Responsibility

Each member of the TTCC is expected to carry out the purpose and functions prescribed above in accordance with the policies of the agency or organization he/she represents but should remain cognizant of the regional function of the MPO, and the transportation needs of the total MPO area.

b. Voting Membership

The TTCC shall consist of representatives the Lexington Area MPO staff and members appointed by the TPC. The membership is composed of persons with special training and experience in various fields and modes of transportation to assure transportation planning decisions are considered in their broadest context. Membership of the TTCC may include one designated representative from each private and/or public organization or agency with a vested interest in the activities of the MPO and/or a general interest in transportation issues affecting the MPO area. In the case of organizations or agencies with multiple divisions,

one representative shall be allowed for each division. Representatives are appointed by the chief elected official and/or board of the entity that they represent, and are subject to approval by the TPC. Eligible entities not having current representation on the TTCC may submit a written request for TTCC membership to the Executive Secretary of the TTCC. All requests will be presented to the TPC for approval.

c. Alternate Members

A member of the Transportation Technical Coordinating Committee may designate one official alternate to represent the member in his/her absence. A letter of official designation shall be submitted to the Executive Secretary of the Committee in order that the alternate shall be accorded all the voting rights of the member.

d. Membership by Special-Appointment

The TPC, at any time it deems necessary, may appoint a member, or change the voting status of any current member to the TTCC.

e. Removal of Members

The TPC may remove any TTCC member upon the grounds of malfeasance or nonfeasance of the office by a majority vote, or for any reasons deemed valid by the TPC upon the majority vote of all TPC members.

4. Officers of the Transportation Technical Coordinating Committee

a. Established Offices

The officers shall consist of a Chair, a Vice-Chair and an Executive Secretary. In the absence of the Chair and Vice-Chair, the members present shall select a Temporary Chair.

b. Duties of Officers

i. Chair

It is the responsibility of the Chair to preside at all meetings of the TPC, facilitate proper adherence to adopted procedures, call special meetings as required, and appoint subcommittees as needed.

ii. Vice-Chair

It is the responsibility of the Vice-Chair to assist the Chair in the performance of his/her duties, and to perform the duties of the Chair in his/her absence.

iii. Executive Secretary

It is the responsibility of the Executive Secretary to notify TPC members of meetings, record the minutes and attendance, and disseminate the agenda, reports, and other materials to TPC members. The Executive Secretary must also provide staff services to the committee as required to carry out all work necessary and incidental to goals and objectives of the TPC and the Lexington Area MPO.

5. Meetings of the Transportation Technical Coordinating Committee

a. Meetings

The regular meeting of the TTCC shall be held monthly or bi-monthly on the second Wednesday of each month unless otherwise ordered by the TPC. The Chair may call special meetings by his/her own accord or at the request of the TPC, the Executive Secretary, or a majority of the voting membership. The Chair, TPC, Executive Secretary, or majority of the voting membership may cancel pre-scheduled meetings if unnecessary or other reasons deemed valid.

b. Quorum and Attendance

A quorum shall consist of at least fifty (50) percent of the voting membership of the committee and/or their designated alternates. MPO staff will take an official count at the beginning of each meeting to determine if a valid quorum exists so that business may officially be conducted. A majority vote of the voting membership present shall be required for Committee action. Attendance is required at all TTCC meetings. If a TTCC member fails to attend seventy-five (75) percent of the TTCC meetings in a twelve-month calendar period, his/her membership shall be subject to review and possible cancellation by the TPC.

c. Voting Procedures

The Chair, and any member, voting or non-voting may make a motion for a vote on any issue, provided it is seconded and is within the purposes set forth in

Article 2 of these bylaws. Each voting member shall have one (1) vote. A majority vote of the present voting members (or their designated alternates) shall be sufficient for approval of matters coming before the TTCC.

d. Public Participation

Attendance at TTCC meetings is open to the general public. Membership is not required for an individual to attend, observe and provide input at a TTCC meeting.

6. Subcommittees of the Transportation Technical Coordinating Committee

The TTCC has several subcommittees including those listed below which are formed on an as-needed basis to address specific areas, tasks and/or issues.

- Congestion Management Subcommittee
- Bicycle-Pedestrian Advisory Committee
- Air Quality Advisory Committee
- Traffic Safety Coalition
- Other committees or task forces as needed

RESPONSIBILITIES, COOPERATION, AND COORDINATION

A. FEDERAL

1. Federal Highway Administration

The Federal Highway Administration (FHWA), US Department of Transportation is responsible for administering all federal highway funds available for highway planning and implementation pursuant to the provisions of Title 23, United States Code. The Federal Highway Administration is responsible, through the State Division Office, for issuing to the Kentucky Transportation Cabinet (KYTC) all regulations and guidelines relative to expenditure of federal highway funds; monitoring all highway planning, programming and implementation activities; periodic reviews to certify the planning process.

By virtue of having a Division Office within the State, the Federal Highway Administration provides a degree of liaison between state transportation agencies and regional federal modal agencies. The Kentucky Division Office has representation on the Technical Committee (TTCC) and Transportation Policy Committee (TPC) and actively participates in all transportation efforts but is not a

voting member of either committee. The FHWA shall be responsible for delivering conformity findings to the Lexington Area MPO.

2. Federal Transit Administration

The Federal Transit Administration, US Department of Transportation is responsible for administering all federal transit funds available through grant allocation for public transportation planning, capital improvement, demonstration and operations pursuant to the provisions of Title 49 United States Code. The Federal Transit Administration, through the Regional Office, is responsible for: issuing to all grant recipient agencies and public transportation operators regulations and guidelines relative to the expenditure of transit funds; monitoring public transportation planning and demonstration projects; and fiscal controls.

3. Other Federal Agencies

Other federal agencies such as the Federal Aviation Administration, US Corps of Engineers, Federal Railroad Administration, Environmental Protection Agency, and others may provide the Lexington Area MPO with review and advisory assistance on an as needed basis.

B. STATE

1. Kentucky Transportation Cabinet (KYTC)

The Kentucky Transportation Cabinet (KYTC) is responsible for the preparation of coordinated, statewide transportation plans; development of a data collection program relative to all transportation modes and needs; encouragement and promotion of the development of transportation systems embracing various modes of transportation in a manner that will serve the State and local communities effectively and efficiently; and cooperation with local governments in the development of long range transportation plans. The Lexington Area MPO and KYTC must cooperate and coordinate their respective actions and programs very closely.

The Cabinet discharges its legislated and delegated responsibility as follows:

(a) KYTC Division of Planning

The Division of Planning is responsible for ensuring that any program or project involving state or federal funds or aid is based on a continuing and comprehensive transportation planning process carried on cooperatively by the state and local communities.

The Division of Planning is also responsible for the ongoing data collection program which provides inventories of all transportation modes and needs; development of transportation plans, needs and programs; administering and conducting transportation research programs; and liaison between the KYTC and Federal Highway Administration. Financial forecasts of Federal and State allocations of transportation funding will be provided to the Lexington Area MPO.

The Division of Planning is also responsible for conducting air quality conformity analysis in areas outside the MPO boundaries but within designated non-attainment or maintenance areas.

(b) KYTC District-7

The District-7 office will provide project status, updated construction project cost estimates and all other relevant data and information needed for the planning process to the Lexington Area MPO.

2. Kentucky Energy and Environment Cabinet (KEEC)

The Kentucky Division for Air Quality (DAQ) in the KEEC is responsible for the Commonwealth of Kentucky's State Implementation Plan and will provide air quality information and monitoring for the Lexington Area as needed.

C. LEXTRAN

In order to maintain FTA funding, LexTran must provide the Lexington Area MPO with:

1. Operation and Capitol costs and financial statements
2. Ridership Data
3. Inventory, age of bus fleet and replacement schedule
4. Financial Projections for Future Years
5. Cooperate with MPO Staff by informing them of major changes in overall system
6. MPO Staff will be informed of all LexTran Board Meetings, including special meetings

D. LOCAL

1. University of Kentucky

The University of Kentucky will provide continual coordination, including current data and planning documents.

2. Lexington Fayette Urban County Government (LFUCG)

The following divisions of LFUCG are responsible for daily operations of the surface transportation system including traffic operations studies; design; developing the Comprehensive Plan, reviewing development plans, compiling crash data, installation of traffic control devices and signs; and roadway construction. All of this information is provided to the Lexington Area MPO through the MPO committee structure. They also act as a liaison between the KYTC and their city governments for project location, design, and implementation.

The local government divisions include:

- Division of Engineering
- Division of Traffic Engineering
- Division of Police
- Division of Planning

3. Bluegrass Area Development District

The Bluegrass ADD shall coordinate with the Lexington Area MPO on regional transportation planning activities and shall serve as the liaison between the MPO and adjacent counties.

4. Jessamine County

The following agencies representing Jessamine County will provide current comprehensive plans, development plans and other requested data needed to carry out the on-going MPO transportation planning process:

- Jessamine County Planning and Zoning Commission
- Nicholasville and Wilmore Planning and Zoning Commission
- Jessamine County Transportation Task Force

5. Bluegrass Airport

The Bluegrass Airport will provide current planning information and documents through the Transportation Technical Coordinating Committee (TTCC).

IV. THE LEXINGTON AREA MPO METROPOLITAN TRANSPORTATION PLANNING PROCESS:

A. CONSIDERATION OF PLANNING FACTORS

As part of the metropolitan transportation planning process, the Lexington Area MPO shall consider, analyze as appropriate, and reflect in the planning process all factors cited by guiding federal legislation.

B. THE UNIFIED PLANNING WORK PROGRAM

Transportation planning and related planning activities anticipated within the area during the next one (1) year period, regardless of funding sources, shall be conducted as described in the Unified Planning Work Program (UPWP). The UPWP is to be prepared by the MPO in consultation with the KYTC, LexTran, KEEC and units of local governments. The UPWP is to be reviewed by the Transportation Technical Coordinating Committee; and endorsed by the Transportation Policy Committee. The Transportation Planning Work Program shall be

acceptable to the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA). Substantial changes in transportation planning and related planning activities, regardless of funding source, shall be accomplished by revisions in the Unified Planning Work Program endorsed by the Transportation Policy Committee according to the same procedure as the initial Work Program.

C. THE TRANSPORTATION PLAN (MTP)

The MPO Transportation Policy Committee, other MPO Committees, and the MPO staff, in cooperation with KYTC, LEXTRAN and KEEC, are responsible for developing a Metropolitan Transportation Plan (MTP) addressing no less than a 20-year planning horizon. This document shall be financially balanced and in conformance with the State Air Quality Implementation Plans. The KYTC shall furnish reasonable estimates of available future funding by category to the MPO for consideration in development of the Transportation Plan. The KYTC, in consultation and coordination with the state air quality agency (KEEC), is responsible for air quality-related transportation planning.

A state of the practice computer model is maintained by the MPO as the travel demand model from which the vehicle miles of travel may be determined for air quality analysis. Highway Performance Monitoring System (HPMS) data, which is collected and maintained by the State, is also used in the VMT analysis. If required by non-attainment or maintenance status, the most up-to-date version of MOVES emissions calculation software shall be used as the MPO air quality emission factoring model to determine MPO plans conform to air quality targets established in the State Implementation Plan (SIP). The emission factoring model will be maintained jointly by the MPO and the KYTC.

D. THE TRANSPORTATION IMPROVEMENT PROGRAM

1. General

Selection and programming of Transportation Improvement Program (TIP) projects shall be done cooperatively between the MPO, KYTC and LEXTRAN. Each agency shall initially select and prioritize the categories of projects over which it has regulatory authority. A meeting shall be held early in the annual TIP development process among these agencies to coordinate these projects. FHWA, FTA, and EPA provide the regulatory guidance regarding the eligibility of projects, prioritization, deadlines, funding, and other matters. The parties agree that all regionally significant transportation projects that are not FHWA or FTA funded shall be

disclosed to the MPO for inclusion in the Transportation Improvement Program. The following procedures apply to the various funding categories.

- a) The Transportation Policy Committee, in consultation with the KYTC and LEXTRAN shall select and prioritize projects in the Surface Transportation Program (STP) urbanized-area funding category.
- b) The Transportation Policy Committee shall develop a prioritized listing of projects for Transportation Alternatives Program (TAP) funding. The list of projects shall then be submitted to KYTC and the projects will be prioritized along with other TAP funding. Selected projects shall be added to the TIP before funding can be obligated by KYTC.
- c) KYTC, in consultation, as appropriate, with the MPO and LEXTRAN will be responsible for selecting TIP projects in all other FHWA and FTA funding categories and the state funded category. Projects selected must be substantially in agreement with the MPO Metropolitan Transportation Plan.

2. Modification of The Transportation Improvement Program

When a Transportation Improvement Program or Transportation Plan amendment is proposed (in between full formal updates of the document) the Transportation Policy Committee will consider and act on the proposed amendment after a description of it is included in the Transportation Policy Committee meeting notice distributed to all members. At any time the Lexington MPO area is determined to be in non-attainment or maintenance status for air quality conformity, the MPO will convene an early coordination meeting to determine if a proposed amendment is a major amendment, that is, a capacity-impacting project. If it is determined a major amendment, then the KYTC, in coordination with the MPO, will conduct a full, new conformity analysis, which includes the proposed project. If it is not a major amendment, then no new conformity analysis will be done.

3. Project Selection for Implementation

Initial selection of Transportation Plan projects is done by the MPO and KYTC. The initial list of Transportation Plan projects is supplemented by, or revised by, input gathered from one or a series of public meetings held on the Transportation Plan or from other input received during the public comment period. All comments received will be made available to the TPC and TTCC for consideration prior to final decision-

making. MPO staff will maintain a file of all comments, which will be made available to the public and other stakeholders upon request. A summary of the comments will be included in the documentation for the Metropolitan Transportation Plan.

E. MANAGEMENT SYSTEMS

The MPO, through the Transportation Policy Committee, in cooperation with the KYTC, LEXTRAN and other area transportation providers, shall be responsible for developing and carrying out an on-going congestion management process as required by 23 CFR § 450.320. The pavement management system, bridge management system, safety management system, public transportation facilities and equipment management system, and intermodal transportation facilities and systems management system, to the extent appropriate, shall be developed cooperatively by the MPO, the KYTC and LEXTRAN.

F. PARTICIPATION PLAN

The MPO, through the Transportation Policy Committee, shall maintain a formal, written Participation Plan which provides adequate opportunity for public official, citizen, and stakeholder involvement in carrying out continuous metropolitan transportation planning process and in developing various plans and programs.

G. INTERAGENCY COORDINATION

The Lexington Area MPO continually strives to consult with agencies that are involved in the transportation planning process in the MPO area. With the unique situation of the Lexington Area MPO being housed in the local government offices of the most populous county in the two-county region, the Lexington Fayette Urban County Government (LFUCG), consultation between departments within the LFUCG Division of Planning as well as other Divisions (Government Communications, Social Services, Historic Preservation, Environmental and Emergency Management, Public Safety, Engineering and Traffic Engineering) is on an ongoing basis. This location enables efficiency of interagency coordination at the center of the MPO area's densest population concentration. The MPO staff makes sure that on-going coordination and consultation is achieved in Jessamine County also given that the MPO staff is not located within that county. Please refer to the Lexington Area MPO Participation Plan document located on the web at: <http://www.lexareamp.org> in the document library section.