



***"TRANSPORTATION  
PLANNING  
FOR FAYETTE  
AND  
JESSAMINE  
COUNTIES"***



# Unified Planning Work Program Fiscal Year 2019

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July 1, 2018 through June 30, 2019  
Adopted by the Transportation Policy  
Committee on April 25, 2018

Lexington-Fayette Urban County Government, Division of Planning,  
Transportation Planning Section  
101 East Vine Street, Suite 700, Lexington, KY 40507  
Phone: 859-258-3160  
<http://www.lexareampo.org>

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THE FEDERAL HIGHWAY ADMINISTRATION (FHWA) AND  
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THE KENTUCKY TRANSPORTATION CABINET (KYTC)

THE LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT (LFUCG)

AND

JESSAMINE COUNTY, KENTUCKY, FISCAL COURT

**LEXINGTON AREA METROPOLITAN PLANNING ORGANIZATION  
UNIFIED PLANNING WORK PROGRAM – FY 2019**

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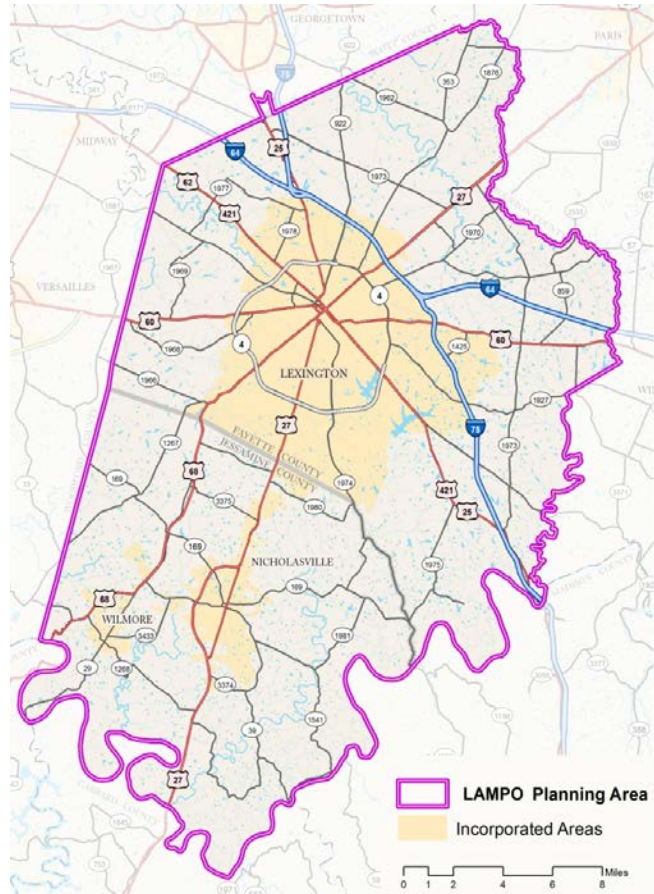
# INTRODUCTION

## ABOUT THE MPO

Federal law requires all urbanized areas with populations greater than 50,000 people to designate a Metropolitan Planning Organization (MPO) to develop transportation plans for the region. Urbanized areas with populations over 200,000 are designated as Transportation Management Areas or TMAs which carry additional planning and funding requirements. The Lexington Area MPO consists of Fayette and Jessamine County and the cities of Lexington, Nicholasville and Wilmore. The 2010 U.S. Census also designated a small portion of Scott County as part of the Urbanized Area and thus part of the MPO planning area.

A core function of the MPO is to ensure that local people and governments are represented in an impartial setting in the transportation planning process. To accomplish this, each MPO works with federal, state and local governments, transit agencies, stakeholders and the public to ensure transportation policies, plans, projects and programs move the region forward based upon mutually agreed goals.

The MPO is responsible for four major transportation planning programs/plans that are "Certified" by the Federal Highway Administration (FHWA). These plans and programs guide the allocation of federal transportation dollars in our region:



### **Unified Planning Work Program**

- Outlines the work activities of the MPO
- Updated annually

### **Participation Plan**

- Outlines strategies for effective public and stakeholder involvement
- Updated as needed or at least every 5 years

### **Transportation Improvement Program**

- Short range implementation plan for projects and programs in the region (4 year horizon)
- Updated every 4 years

### **Metropolitan Transportation Plan**

- Long range transportation plan for the region (at least 20 years)
- Updated every 5 years

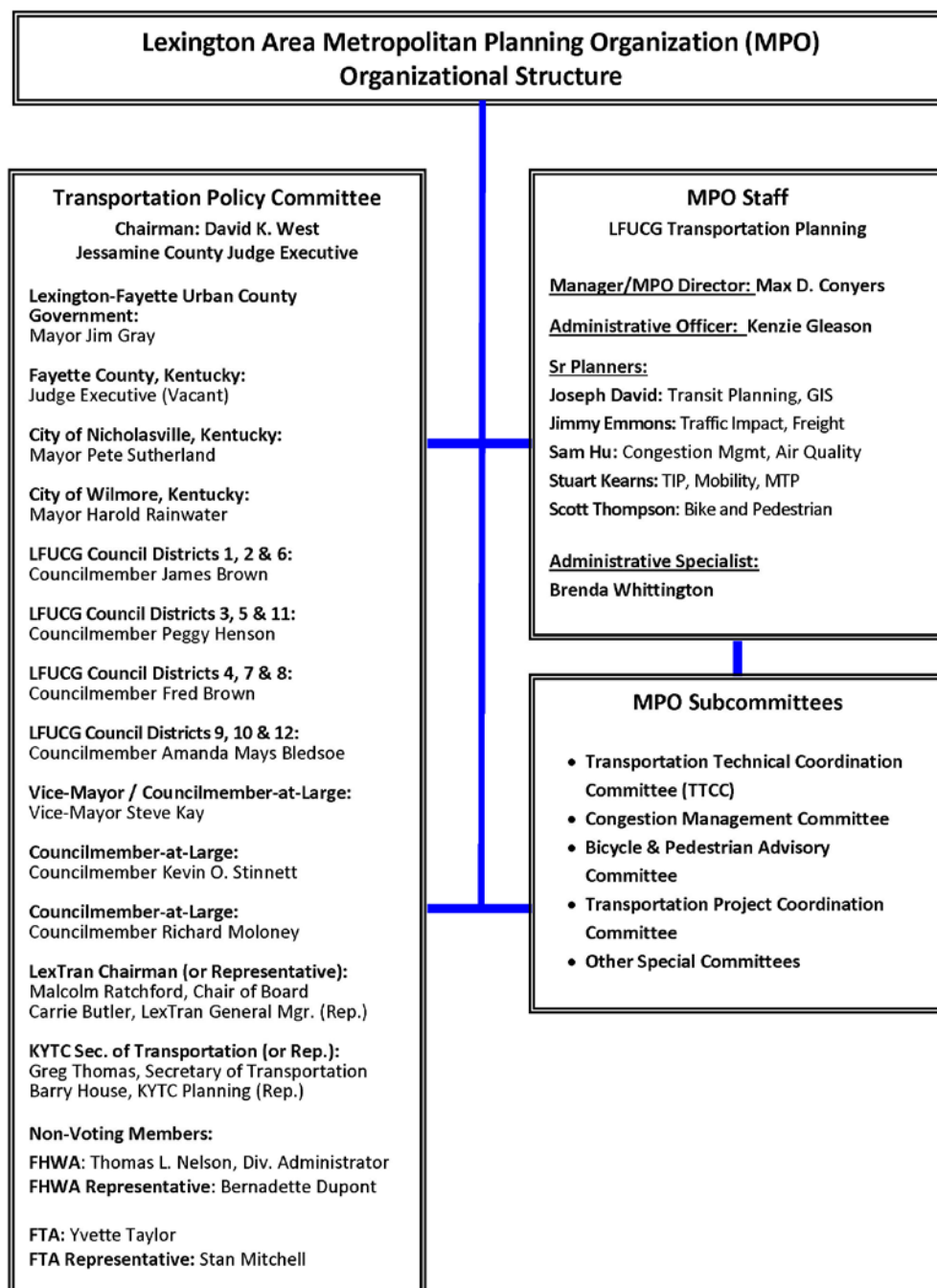
MPO's are charged with developing these plans and programs utilizing the 3C's approach:

**Continuing:** Planning must be maintained as an ongoing activity and should address short-term needs and a long-term vision for the region.

**Cooperative:** The process must involve a wide variety of stakeholders and interested parties through a participation process.

**Comprehensive:** The process must cover all surface transportation modes and be consistent with regional and local land-use and economic-development.

The MPO functions under a committee structure that includes a decision-making Transportation Policy Committee (TPC), several technical committees, and technical staff. The Lexington Area MPO Memorandum of Agreement (MOA) and MPO Prospectus contain detailed descriptions of the Lexington Area MPO organizational structures, partner responsibilities, policies and procedures.



## **PURPOSE OF THE UPWP:**

The UPWP is a federally required document that communicates to the public and stakeholders how their federal transportation planning dollars will be used on regional planning activities over the coming year (beginning July 1, 2018 and ending June 30, 2019). It describes how the MPO will carry out the transportation planning process including related planning activities, studies, work tasks, timelines and products. It also outlines expenditures attributed to individual work elements and the funding sources to be used.

The current federal regulation that guides MPOs in developing an annual UPWP includes 23 CFR 134 (a) & (f); 49 USC 5303(a) & (b); 23 CFR 420.109; 23 CFR 450.308; and 49 CFR 613.

## **FAST ACT**

It has now been three years since FAST Act or “Fixing America’s Surface Transportation (FAST) Act” was signed into law on December 4, 2015. This federal legislation defines ten specific “Planning Factors” and three Unified Planning Work Program (UPWP) priority “Planning Emphasis Areas” for developing transportation plans and programs. This ensures the local transportation planning process is consistent with national goals and objectives including:

### **Planning Factors:**

The metropolitan transportation planning process shall be continuous, cooperative, and comprehensive, and provide for consideration and implementation of projects, strategies, and services that will address the following factors:

- (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 accessibility and mobility of people and freight;
- (5) Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns;
- (6) Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
- (7) Promote efficient system management and operation;
- (8) Emphasize the preservation of the existing transportation system;
- (9) Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation; and
- (10) Enhance travel and tourism.

### **Joint FHWA and FTA (UPWP) Planning Emphasis Areas:**

#### **MAP-21 Implementation:**

Transition to “Performance-based Planning and Programming”: using performance measures, setting targets, reporting performance, and programming transportation investments directed to achievement of transportation system performance outcomes.

Regional Models of Cooperation:

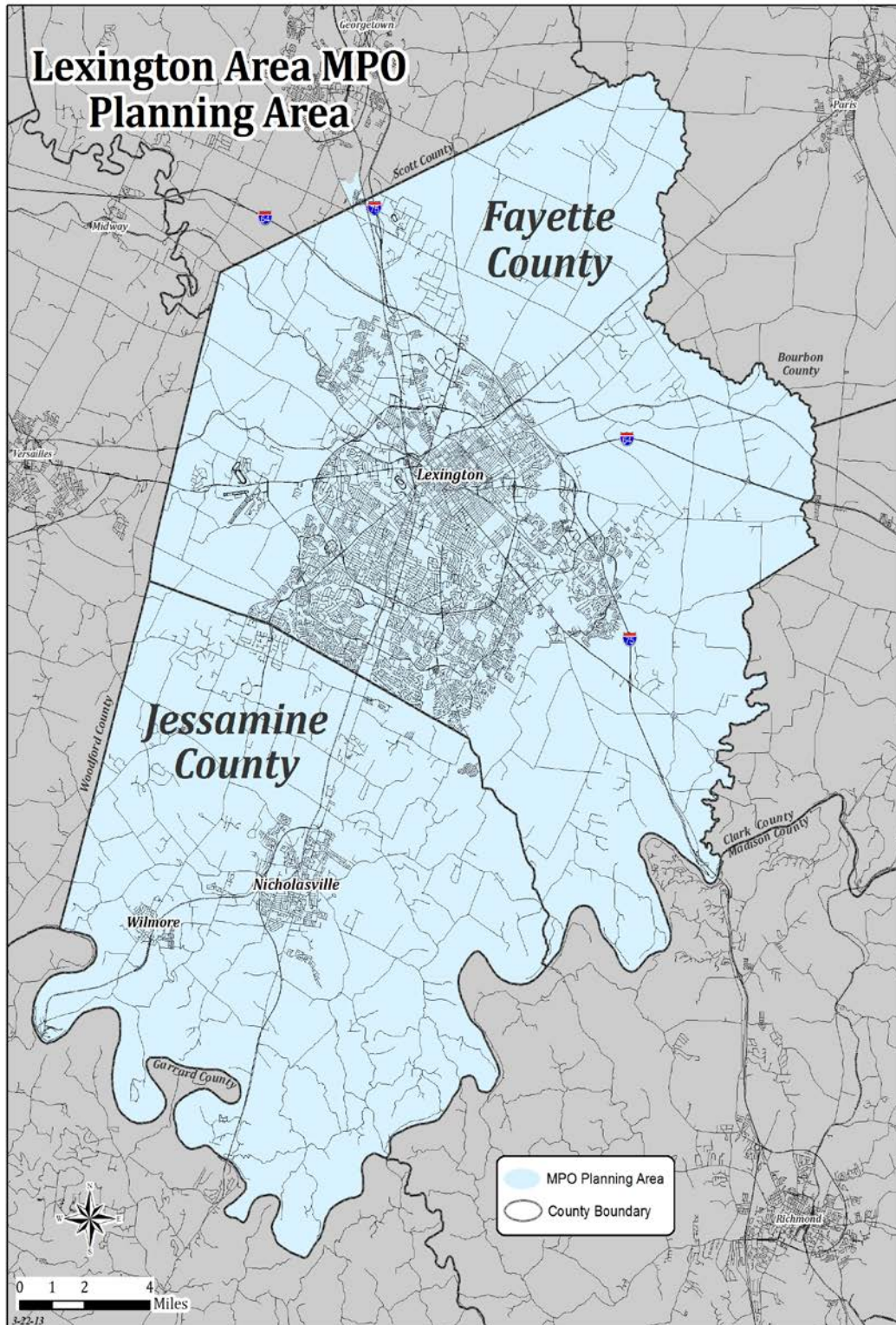
Ensure a regional approach to transportation planning by promoting cooperation and coordination across transit agency, MPO, and state boundaries. To think beyond traditional borders and adopt a coordinated approach that supports common goals and capitalizes on opportunities and enhance the efficient use of resources related to project delivery, congestion management, safety, freight, livability and commerce across boundaries.

Ladders of Opportunity:

Identify transportation connectivity gaps in "Access to Essential Services" including employment, health care, schools/education, and recreation. Analytically identify gaps in connectivity and develop infrastructure and operational solutions that provide the public, especially traditionally underserved populations with adequate access to these essential services. UPWP work tasks include public participation planning; assessing safety and condition of bike and pedestrian facilities; and evaluating compliance with the American with Disabilities Act (ADA).

To accomplish these goals the MPO has organized our work into four focus areas: 1.0 Monitor – Coordinate – Program Development; 2.0 Transportation Systems Planning; 3.0 Land Use – Multimodal – Mobility – Forecasting; and 4.0 Program Administration.







# **Element 1: Monitor – Coordinate – Program Development**

## **A. INVENTORY & MONITOR**

### **PURPOSE AND OBJECTIVES**

To monitor the following:

- Community growth and employment data
- Federal-state-local laws, ordinances, regulations/requirements
- Best practices, case studies and trends in travel, technology and transportation planning

To collect, update, interpret and disseminate information for regional transportation systems:

- Safety and security
- Traffic patterns and volumes
- Highway and street network and classifications
- Transit, bicycle & pedestrian networks and use
- Census and other demographic/socioeconomic data

Evaluate the performance and operating characteristics of the transportation system

- Performance measures & targets (see individual UPWP elements for specifics)

### **PLANNING ACTIONS**

In FY 2019, the MPO staff will conduct the following activities:

- Monitor and coordinate efforts with KYTC, local and other important partners/stakeholders through regular meetings, communication and correspondence.
- Monitor, interpret and provide traffic counts to stakeholders and the public.
- Collect and interpret data on bicycle, pedestrian and transit usage and rates.
- Monitor, interpret and provide Highway Performance Monitoring System (HPMS) data and highway adequacy rating system data to stakeholders and the public.
- Monitor laws, ordinances, regulations, community values, and best planning practices.
- Maintain, update and interpret relevant Geographic Information System (GIS) data including transportation networks, land use patterns, census and other demographic information.
- Monitor transportation policy, literature, legislation and best design practices.
- Monitor and assess the safety and security of the transportation system by reviewing crash data and by coordinating with various emergency, public safety and other relevant agencies.

### **PRODUCTS**

1. Up-to-date GIS databases of transportation systems, land use, census and crash data. > On-going
2. Records of meetings and correspondence with partners, stakeholders, and public documented in the LFUCG Monthly and MPO Quarterly Reports. > On-going
3. Traffic count information provided to various customers documented in the LFUCG Monthly Reports and MPO Quarterly Reports. > Monthly and quarterly

### **RESPONSIBLE AGENCIES**

MPO Staff

## **B. TITLE VI/ADA**

### **PURPOSE AND OBJECTIVES**

To ensure the transportation planning process is conducted in accordance with all applicable requirements of Title VI of the Civil Rights Act of 1964, the Americans with Disabilities Act of 1990, Executive Order 12898: Environmental Justice in Minority and Low Income Populations, and Executive Order 13166: Improving Access to Services for Persons with Limited English Proficiency. The MPO is responsible for ensuring:

- Transportation services, facilities, information and other resources are distributed equitably throughout the MPO area;
- Transportation-related programs and practices do not adversely impact neighborhoods or groups;
- The selection procedure for employees, consultants, construction contractors and subcontractors is fair and equitable;
- There are efforts to obtain participation and involvement from traditionally underserved populations in the transportation planning process.

### **PLANNING ACTIONS**

- Maintain a Title VI Program Plan document. Plan will be updated in late FY-2018 but will need to be maintained with up-to-date data, processes, and other necessary information.
- Maintain socioeconomic and demographic data in map overlays to evaluate proposed projects and the distribution of transportation resources and services in the community (in the TIP and MTP).
- Keep all MPO documents and processes in compliance with Title VI and ADA requirements.
- Keep local public agencies with over 50 employees within MPO area (Nicholasville and Lexington-Fayette) informed of requirement to have ADA & Section 504 Transition Plans.
- Seek Title VI and ADA representation and input in the on-going transportation planning process as outlined in the Participation Plan.
- Continue participation in the LFUCG Mayor's Commission for Citizens with Disabilities.
- Assist transit agencies with analysis of transportation accessibility and options for aging, disabled, and low income populations.

### **PRODUCTS and TIME SCHEDULE**

1. Title VI Plan maintenance > On-going
2. GIS map overlays relevant to ADA/Title VI > On-going
3. MPO documents in compliance with all applicable federal ADA & Title VI requirements > On-going

### **RESPONSIBLE AGENCIES**

MPO Staff, Lextran, LFUCG, City of Nicholasville.

## C. PARTICIPATION PROCESS

### PURPOSE AND OBJECTIVES

To engage the public and community stakeholders in the transportation planning process in accordance with the MPO's Participation Plan (PP). This includes disseminating information, providing timely opportunities for input, coordinating with governments, transit agencies, area stakeholders and the public regarding transportation policies, plans, projects and programs.

### PLANNING ACTIONS

- Maintain an up-to-date Participation Plan. Review and update the plan as needed in FY-2019.
- Expand and refine the MPO mailing, email and newsletter lists.
- Issue press releases to local media regarding plan updates, amendments and public meetings.
- Conduct public meetings and surveys to gather input when developing plans and projects. Robust public input will be conducted in FY 2019 during the MTP update. This action will include an assessment of the effectiveness of these efforts.
- Update and maintain the MPO website to provide access to transportation planning documents, MPO meeting schedules, and opportunities for public comment.
- Maintain a record of public and stakeholder comments received by formal correspondence or informal interactions with staff at TPC meetings and public meetings conducted by the MPO.
- Utilize social media to disseminate timely updates on transportation-related information.

### PRODUCTS

The products of this work element will be as follows:

- A FAST Act compliant Participation Plan that is revised and up-to-date. > On-going
- A maintained, up-to-date MPO website with statistics on public use included in MPO Quarterly Reports. > On-going and quarterly
- Regular followers and social media posts. Statistics on the reach of posts in Quarterly Reports. > Quarterly
- A record of public comments. > On-going

### RESPONSIBLE AGENCIES

MPO Staff is the primary agency. The KYTC, Lextran, and various agencies within the LFUCG are also partners that will assist and coordinate with the MPO.

#### INVENTORY / MONITOR / TITLE VI / ADA / PARTICIPATION – STAFFING AND COSTS

<b>ELEMENT 1.0 - STAFFING</b>		<b>ESTIMATED COST</b>	<b>FUNDING SOURCE</b>	
16.5	Professional Staff Months	\$123,760	FHWA / PL	\$96,236
			FTA / Sec 5303	\$2,772
			SLX	\$0
			CMAQ	\$0
			KYTC	\$6,015
			LFUCG	\$18,737
	<b>Total Cost =</b>	<b>\$123,760</b>	<b>Total Cost =</b>	<b>\$123,760</b>

## 1.2 PROFESSIONAL STAFF DEVELOPMENT

### PURPOSE AND OBJECTIVES

Heading into FY-2019, the MPO will be reorganized and fully staffed with two new staff and two others in new and different roles. This will necessitate good training to empower staff to professionally develop to perform and produce effectively in their specific planning responsibilities. Housed within LFUCG Division of Planning, MPO staff will continue to serve dual transportation planning roles as both MPO and LFUCG Planning staff. This creates unique challenges and demand on staff as federal, state and local agencies work directives, demands, and priorities do not always align and sometimes conflict. With this situation, cross training development has proven to be a successful mechanism for facilitation of an efficient planning process time and time again. Therefore, cross training and staff development are essential.

The main objectives of Staff Development Element 1.2 is to build upon and continue to acquire essential knowledge of best and new planning practices that staff needs to complete their work efficiently, on-time, and at a high level of quality.

### PLANNING ACTIONS

- The MPO Staff will seek quality federal, state, and local technical training programs, courses, conferences, workshops, webinars, etc. in the areas of performance-based planning, transit, freight, bike/pedestrian, air quality, mobility, travel demand forecasting, site and land development, transportation impact analysis, Highway Capacity Manual procedures, geographic information systems, Intelligent Transportation Systems (ITS), public participation, congestion management and other relevant areas. FHWA and KYTC will be consulted for significant training opportunities eligibility determination when using federal-aid funds.
- The MPO will utilize pertinent in-house training provided by the LFUCG Division of Human Resources (at no MPO cost) to acquire training in general areas such as G.I.S., office management, computer software, writing, presentation skills, project management, time management, etc.

### PRODUCTS

- Certificates for hours of completed training awarded to MPO staff members. > On-going
- Written documentation of training courses attended within the LFUCG Monthly and MPO Quarterly Reports. > Monthly and quarterly

### TIME SCHEDULE

All fiscal year long

### AGENCY RESPONSIBILITY

MPO staff, LFUCG

#### PROFESSIONAL STAFF DEVELOPMENT - STAFFING AND COSTS

<u>ELEMENT 1.2 STAFFING</u>		<u>ESTIMATED COST</u>	<u>FUNDING SOURCE</u>	
6.0	Professional Staff-Months	\$44,987	FHWA / PL	\$12,180
			SLX	\$23,180
			KYTC	\$761
			LFUCG	\$8,236
	<b>Total Cost =</b>	<b>\$44,987</b>	<b>Total Cost =</b>	<b>\$44,987</b>

## **Element 2: TRANSPORTATION SYSTEMS PLANNING**

### **2.1 CONGESTION MANAGEMENT / INTELLIGENT TRANSPORTATION SYSTEMS (ITS) / & AIR QUALITY PLANNING**

#### **PURPOSE AND OBJECTIVES**

**Congestion Management:** To develop and maintain a coordinated, effective and fully integrated Congestion Management Process (CMP) that is in compliance with federal requirements. There are eight components of a CMP that must be addressed by TMA MPOs per federal regulations:

1. Develop CMP vision, mission, goals, and objectives
2. Identify area corridors or roadways of application
3. Define system or network of interest
4. Develop performance measures
5. Institute system performance monitoring plan
6. Identify, evaluate, and select CMP strategies
7. Implement selected strategies and manage transportation system
8. Monitor strategy effectiveness and document CMP activities

The MPO's CMP will provide information on transportation system performance according to current federal requirements and help MPO decision-makers identify, prioritize, and implement projects and programs to alleviate congestion and enhance the mobility of people and goods to better meet state and local needs. The CMP will inform investment decisions when developing the Metropolitan Transportation Plan (MTP) and the Transportation Improvement Program (TIP). It will also evaluate the effectiveness of implemented actions by tracking various performance measure.

#### **Intelligent Transportation Systems:**

To continue to support and implement Intelligent Transportation Systems technologies and projects to solve transportation problems in the MPO area in coordination with LFUCG Traffic Engineering and KYTC Central Office and District-7. To jointly maintain the ITS Architecture within the MPO area as needed and supplement the Kentucky Statewide ITS Architecture.

#### **Air Quality:**

To monitor air quality in the MPO area for continued compliance with requirements of the Clean Air Act. The Lexington MPO area is currently in attainment of all air quality standards including the pollutants ozone and particulate matter (PM); however, air quality monitor readings fluctuate year to year according to weather patterns and the Lexington Area is approaching the threshold levels of the current standards. It is important to monitor these readings and stay abreast of current policy discussions about air quality standards.

#### **CMP / ITS / AIR QUALITY PLANNING ACTIONS**

- Carry out the CMP in accordance with the adopted "Lexington Area MPO Congestion Management Process Overview" document.
- Coordinate with key implementing/operational agencies through the MPO's Congestion Management Air Quality Committee (CMAQC).
- Work with stakeholder groups to identify, acquire and utilize the best available congestion-related data to evaluate and monitor system performance. Promising technologies include travel speed data collected by various wireless technologies. The MPO will continue to participate in the acquisition and analysis of this data. The CMAQC will act as the professional forum to discuss and apply the data to develop conclusions and results.

- Track federally required performance measures and other measures of local interest and importance. Federally required performance targets will be set at the state level and be adopted and supported by the MPO.
- Review congestion management corridors to identify segments and intersections that create significant traffic congestion problems and barriers to inform the development of the MTP.
- Identify proposed projects, programs and strategies to reduce congestion, improve system reliability, and increase job access opportunities that will be included within the MTP.
- Coordinate with the LFUCG Divisions of Planning, Engineering, Traffic Engineering, Police and the KYTC, University of Kentucky, transportation consultants, public safety agencies, and other stakeholders to help manage traffic congestion in the MPO area.
- Work with KYTC and LFUCG Traffic Engineering maintain the MPO area's ITS Architecture.
- Continue to supplement the KYTC Statewide Architecture by supporting KYTC and other stakeholders in the maintenance and update of the regional ITS architecture.
- Monitor air quality regulations and continue to coordinate with the KYTC, the Kentucky Division for Air Quality (DAQ), FHWA, LFUCG Environmental Quality and other stakeholders to ensure compliance with the Clean Air Act.
- Review local air quality monitor readings to track trends and compliance with air quality standards and report findings to the CMAQC.
- Participate in quarterly interagency group conference calls, workshops, seminars/webinars and other useful air quality related activities.
- Coordinate the application process for proposed Congestion Mitigation and Air Quality (CMAQ) projects sponsored by local public agencies. Provide guidance to applicants and assist with air quality analysis when appropriate.
- Coordinate the prioritization/ranking of CMAQ projects through MPO Committees and submit to the KYTC for final project selection.

### **PRODUCTS**

- Agendas, minutes and supplemental information at CMAQC meetings. > Bi-monthly
- Periodic assessments and reports of peak congestion on the CM network presented at CMAQC meetings for discussion. > Bi-monthly
- A maintained and up-to-date ITS Architecture including a database, website and other required elements to make the architecture useful to users. > On-going as necessary
- Air quality trends analysis as needed for the Kentucky State Implementation Plan (SIP), the TIP, and the MTP. > As necessary
- Air quality analysis of CMAQ applications and TPC-approved ranked list of projects. > Each CMAQ cycle

### **TIME SCHEDULE**

All fiscal year long

### **RESPONSIBLE AGENCIES**

Main agencies are: Lexington Area MPO; LFUCG Division of Traffic Engineering; LFUCG Division of Engineering, KYTC and KYTC District 7, Lextran, Kentucky DAQ, and various other consultants and stakeholders.

### **TIME SCHEDULE**

All fiscal year long



## CONGESTION MANAGEMENT / ITS / AIR QUALITY PLANNING – STAFFING AND COSTS

<b>ELEMENT 2.1 STAFFING</b>		<b>ESTIMATED COST</b>	<b>FUNDING SOURCE</b>	
6.0	Professional Staff-Months	\$74,384	FHWA / PL	\$10,113
			FTA / SEC. 5303	\$0
			SLX	\$49,394
			KYTC	\$632
			LFUCG	\$14,245
<b>Total Cost =</b>		<b>\$74,384</b>	<b>Total Cost =</b>	<b>\$74,384</b>

## 2.2 METROPOLITAN TRANSPORTATION PLAN (MTP)

### **PURPOSE AND OBJECTIVES**

The metropolitan planning process establishes a framework for making transportation investment decisions. The Metropolitan Transportation Plan (MTP) documents and reflects this process. It identifies goals, strategies and projects to be implemented over a 20 year horizon and establishes a fiscally balanced regional vision that reflects public input to achieve a multimodal transportation system that moves people and goods efficiently.

The current 2040 MTP was approved on April 23, 2014. It will expire in April 2019; therefore, updating the MTP will be a major work focus for FY-2019. At the same time, the MPO will continue to keep the 2040 MTP up-to-date and implement ongoing projects, plans, studies and policies until such time the 2045 MTP is adopted.

### **PLANNING ACTIONS**

#### **1. Maintain and implement the 2040 MTP:**

- Modify and amend the MTP as needed to program projects into the TIP and STIP.
- Amend the MTP, if necessary, to reflect the finalized KYTC 2018 Six Year Highway Plan.
- Coordinate all MTP project implementation efforts with local and state agencies and other key partners through the bi-monthly “Project Coordination Team” Meetings. The purpose of this team is to help streamline project delivery, reduce delays, avoid mistakes, integrate projects and save public funds.
- Work with regional partners and stakeholders to implement the projects and programs that help achieve the goals of the MTP. Coordinated regional transportation planning, operations, maintenance, special studies and project development will help to capitalize on opportunities and the most efficient use of available resources. For example cooperation to enable inter-city and intra-city public transit. Stakeholders include:
  - Lextran – the Transit Authority of Lexington (including Wheels under contract with Lextran)
  - Para-transit agencies serving the area (FTSB, BUS)
  - UK Parking and Transportation, Transportation Research Center, and UK Engineering
  - KYTC Central Office Division of Planning and other KYTC Transportation Cabinet Divisions
  - KYTC District 7
  - LFUCG Planning, Traffic Engineering, Engineering, and other LFUCG agencies
  - Jessamine County Fiscal Court
  - Jessamine County Transportation Task Force
  - The cities of Nicholasville and Wilmore
  - Bluegrass Area Development District
  - Other surrounding counties (various organizations)
- Coordinate with KYTC to develop District and State Highway Plans and submit project rankings as requested. Continue to coordinate efforts through the “SHIFT” program.

- Update and maintain the Lexington Area MPO Unscheduled Needs List (UNL) in a format to be stipulated by KYTC per the new SHIFT/ CHAF process.
- Assist other area agencies in developing comprehensive land use plans, small area studies, corridor studies and other special studies to cooperatively implement the MTP. Ongoing initiatives with MPO involvement include:
  - Downtown Lexington Planning and Project Development Efforts and Implementation
  - US-27 Access Management Project Implementation
  - Jessamine County Pedestrian and Bike Systems Development
  - Implementation of the recommendations of the Lextran Transit Alternatives Analysis
  - Lextran Comprehensive Operational Analysis and Long Range Transit Plan implementation and other transit related studies
  - Other Lextran federal grant programs
  - Lexington / Fayette Comprehensive Land Use Plan Update
  - Lexington / Fayette County Small Area Plans development and implementation (e.g. Hamburg/Winchester Road/Man o' War – Beaumont Area)
  - Jessamine County/Nicholasville/Wilmore Comprehensive Land Use Plan Update
  - Versailles Road Corridor project
  - Newtown Pike Extension project phases
  - University of Kentucky Master Plan implementation
  - Bicycle and Pedestrian Master Plan implementation
  - Lexington Infill and Redevelopment Plans

## **2. Develop the 2045 MTP:**

- Review and analyze census and socioeconomic data, land use patterns, population and employment growth trends.
- Perform an inventory and analysis of existing transportation system conditions and trends including multimodal facilities, transit systems, vehicular congestion and freight movement.
- Conduct a financial analysis to include revenue forecasts for use in developing a financially constrained project list.
- Seek Transportation Technical Coordinating Committee (TTCC) review and input on MTP analysis, data, and selected planning approaches before it is brought before the TPC.
- Conduct robust public outreach to solicit input in the development of the MTP. This may include public surveys, mapping tools, stakeholder interviews and public meetings.
- Update and utilize the MPO Travel Demand Forecasting Model (TDFM) to evaluate plan alternatives and to prioritize MTP projects. The TDFM update will require significant staff resources as well as on-call consulting assistance. All work will be coordinated closely with KYTC.
- Utilize the Congestion Management Process to inform the MTP update.
- Develop a financially constrained, prioritized project list through year 2045.
- Develop a set of non-infrastructure strategies, policies and actions to achieve the goals of the 2045 MTP.
- Describe performance measures and targets and report on system performance (see below).

## **3. Performance Based Planning and Programming (PBPP):**

- PBPP requirements (performance measures/targets and associated reporting) will come into full effect in FY-2019. To meet these requirements, performance targets must be established in the areas of safety, pavement condition, bridge condition, travel time reliability, and freight reliability. The MTP update will include a description of each performance measure and target that will be used in assessing the performance of the transportation system. The MTP also include a system performance report evaluating the condition and performance of the transportation system with respect to the performance targets. The MPO will support the KYTC and Lextran to achieve their PBPP requirements. The MPO will coordinate with KYTC and Lextran to monitor, evaluate, and report performance measures and targets.

## **PRODUCTS**

- MTP administrative modifications and amendments as necessary.
- An up-to-date UNL list/database to be utilized by KYTC for future SHIFT or other prioritization processes.
- Transportation elements of the LFUCG Comprehensive Plan, certain elements of small area & corridor plans and other special studies that are generated by the MPO and will be included in the new MTP.
- A newly developed and adopted 2045 MTP including all associated planning elements listed above.
- An up-to-date TDFM
- MPO-adopted performance targets in support of KYTC targets.
  - Pavement Condition – November 16, 2018
  - Bridge Condition – November 16, 2018
  - Travel Time Reliability – November 16, 2018
  - Freight Reliability – November 16, 2018
  - Safety – February 27, 2019

## **TIME SCHEDULE**

All fiscal year long

## **RESPONSIBLE AGENCIES**

The Lexington Area MPO in coordination with the KYTC and Lextran. The MPO works many other partner agencies to develop and implement the MTP through the on-going transportation planning process and the Technical Advisory and Policy Committees (TTCC and TPC). Interagency consultation/coordination partners and their agreed responsibilities are listed in the new MPO Memorandum of Agreement (MOA – included in this document) and MPO Prospectus.

### **METROPOLITAN TRANSPORTATION PLAN – STAFFING AND COSTS**

<b><u>ELEMENT 2.2 STAFFING</u></b>		<b><u>ESTIMATED COST</u></b>	<b><u>FUNDING SOURCE</u></b>	
20.0	Professional Staff-Months	\$141,540	FHWA / PL	\$44,019
			FTA / SEC. 5303	\$9,654
			SLX	\$59,560
			KYTC	\$2,751
			LFUCG	\$25,557
	Total Cost =	\$141,540	<b>Total Cost =</b>	<b>\$141,540</b>

## **Element 3. LAND USE - MULTI MODAL - MOBILITY - FORECASTING**

### **3.1 A TRANSPORTATION/TRAFFIC and LAND USE IMPACT ANALYSIS**

#### **PURPOSE AND OBJECTIVES**

To provide input and transportation planning expertise within the Comprehensive Planning and land development review and approval processes in Fayette and Jessamine County. This includes informing Small Area and Corridor Land Use Plans, weighing in on the traffic impacts of proposed zone changes, commenting on transportation system needs/improvements as part of Subdivision and Development Plans, and reviewing/writing Zoning Ordinance Text Amendments as needed to implement desired transportation planning outcomes. The result of this activity will be better informed land use development through better design and access decisions. The goal is to achieve more safe, efficient, complete, integrated, connected, sustainable, and livable transportation systems as we move into the future.

#### **PLANNING ACTIONS**

- Review all current and updated land use plans within the MPO area to integrate and reconcile these plans with the MPO transportation planning process.
- Participate in Comprehensive Plan updates in the MPO area. LFUCG will continue a major update to their Comprehensive Plan in FY 2019 with involvement from MPO staff.
- Coordinate with LFUCG to guide the Nicholasville Road Corridor & Planning Study, a comprehensive transportation/land use corridor plan that will utilize federal Planning (PL) funding in FY 2019. MPO staff will approve a scope of work, a request for proposals and participate in consultant selection and contract negotiations. MPO staff will also be directly involved in overseeing work for the duration of the project.
- Assist various planning agencies, applicants and their representatives with traffic counts, site circulation studies, capacity and level-of-service analysis, corridor studies and traffic impact study reviews.
- Provide input, as requested, on proposed zone changes, Board of Adjustment requests, and subdivision and development plan submittals. This includes plan review, providing staff reports and participating in Technical, Subdivision, Zoning and Planning Commission meetings/hearings.
- Conduct pre-application reviews with developers/zone change applicants for compliance with the "Traffic Impact Study Ordinance" requirements. To help protect the existing and future operational integrity of the transportation system for all modes as development and re-development occur.
- Participate in transportation corridor studies that arise in the MPO area and report findings of those studies to the TPC for consideration and inclusion in the MPO TIP and MTP.

#### **PRODUCTS**

- Transportation elements incorporated into the LFUCG 2019 Comprehensive Plan update.
- Technical memoranda containing the Transportation Planning/MPO staff's findings on subdivision and development plans, zone changes, corridor/other transportation studies, and traffic impact studies provided to the LFUCG Planning staff, LFUCG Planning Commission, Lexington-Fayette Urban County Council, and the LFUCG Board of Adjustment. > On-going
- Technical information and/or data supplied to governmental and other requesting parties. The number of reports/data requests will be documented in LFUCG Monthly and MPO Quarterly Reports. > On-going

#### **TIME SCHEDULE**

All fiscal year long

#### **RESPONSIBLE AGENCIES**

The Transportation Planning / MPO staff in coordination with other LFUCG agencies, KYTC, Jessamine County, or other agencies where analysis is needed will be responsible for this work element.

TRANSPORTATION / TRAFFIC and LAND USE IMPACT ANALYSIS – STAFFING AND COSTS

<b>ELEMTN 3.1 STAFFING</b>		<b>ESTIMATED COST</b>	<b>FUNDING SOURCE</b>	
12.0	Professional Staff-Months	\$86,244	FHWA / PL	\$46,574
			FTA / SEC. 5303	\$11,069
			SLX	\$11,353
			KYTC	\$2,911
			LFUCG	\$14,338
	<b>Total Cost =</b>	<b>\$86,244</b>	<b>Total =</b>	<b>\$86,244</b>

### 3.1 B Nicholasville Road (US-27) Corridor and Planning Study

#### Project Need:

To preserve our area's finite, unique, and scarce land resources, the Lexington area community has developed a vision and strategy for managing rapid population and economic growth by increasing intensity and concentration of land utilization along currently underutilized principal corridors. Through corridor densification, Lexington seeks to address the community's pressing housing needs while also increasing the viability of public transit. Recognizing that redevelopment will be incremental, a plan is needed to address the transportation impacts of this intensity strategy over time. It is crucial that mobility strategies and transportation investments be coordinated as these significant land use changes occur.

The Lexington Area MPO has selected the US-27 (Nicholasville Road) corridor as a prototype for developing a comprehensive transportation/land use corridor plan. Given the vast array of major employment generators including healthcare, retail centers, the University of Kentucky and downtown Lexington, coupled with high traffic volumes and existing congestion, this corridor presents a significant mobility challenge while also presenting an opportunity for increasing residential density and transit use. Additionally, US-27 is an important piece of the National Highway System (NHS) and there are regional implications as commuters and growth continues to the South of the Lexington Area regional center.

A transit alternatives analysis conducted in 2014 laid the groundwork for exploration of increased transit use and improved service as well as the potential for a Bus Rapid Transit (BRT) system. The study indicated that additional steps were needed to ensure transit and BRT viability.

The study will also fully investigate the impacts to vehicular and non-motorized travel that will result from the proposed redevelopment and more intensive land uses. It will recommend incremental transportation improvements that will be needed to support these changes as well as access management guidelines. Design guidelines to encourage walking, biking and transit as viable and preferred modes of travel for localized trips will be developed.

#### Project Goals:

- Increase the intensity of land uses along principle corridors, particularly residential uses, in order to accommodate population growth through the more efficient use of land.
- Improve mass transit viability through more intense redevelopment and transit/pedestrian oriented design
- Improve safety and connectivity for all modes of transportation
- Coordinate transportation improvements with future redevelopment opportunities
- Develop a cohesive sense of place along the corridor

## General Scope of Work:

- Develop an existing conditions analysis including a review of regulations currently guiding the development of the corridor, existing land uses and densities, vacant and underutilized land, multimodal transportation infrastructure, trip generators, travel patterns, parking demand, congestion and bottlenecks.
- Conduct robust public/stakeholder involvement including actively engaging large landholders along the corridor, conducting public meetings to gather input and updating and engaging the LFUCG Planning Commission and Lexington Area MPO throughout the process.
- Conduct a market study to assess current uses including service-based and retail establishments, residential housing type/densities, employment profiles, lease/rental rates, land values, entertainment and cultural amenities, and customer profile data in order to determine potential market demand for new residential development and related services, retail, restaurant, and office space in the study area.
- Identify redevelopment opportunities and scenarios with particular emphasis on increasing high density housing. Make site-level recommendations and include conceptual plans for up to three catalyst sites that have the greatest potential for redevelopment and incorporating high density housing and/or mixed-use.
- Identify how the various redevelopment scenarios will impact trip generation and travel patterns along the corridor and any mitigating factors that may reduce overall VMT including mixed use development, improved connectivity, multimodal and transit-oriented design.
- Develop a regulatory framework for implementation. This may include zoning recommendations, an overlay and/or design guidelines with an emphasis on walkable and transit-oriented development along the corridor. The framework should include:
  - Design specifics for accessibility for bike/ped/mass transit
  - Density of redevelopment required to support mass transit
  - Orientation of buildings to road network and desired setbacks
  - Parking solutions
- Develop recommended street cross-sections and public/private multimodal improvements that are needed to support regional and localized mobility given proposed future land uses. Identify the opportunity for incremental infrastructure improvements and any triggers or thresholds for such improvements. Transportation recommendations should include:
  - Transit stop locations and design guidelines for transit facilities
  - Pedestrian safety issues and recommend solutions
  - Bicycle safety issues and recommend solutions
  - Automotive safety issues and recommend solutions
  - Transportation accessibility issues
- It is anticipated that the primary focus of the land use and market analysis components of the study will be along US 27 from the southern Fayette County line to Southland Drive (approx. 3.5 miles). However, for continuity, study recommendations for transportation improvements, design guidelines or overlays should be researched, recommended and applied as needed to the overall corridor from downtown to the county line (insert distance).

## Project Cost:

The cost will be \$180,000 in PL funding to be matched by \$45,000 from the Lexington-Fayette Urban County Government to conduct the Nicholasville Road Corridor & Planning Study. Total estimated project cost is \$225,000.



## **3.2 MULTI MODAL / TRANSPORTATION ALTERNATIVES PLANNING**

The MPO will work to implement programs, policies and projects to advance bicycle and pedestrian initiatives and to improve freight movement. The MPO will also coordinate the Transportation Alternatives Program (TAP) including the locally-adopted funding application and selection process to award TAP funds that are sub-allocated to the Lexington Area MPO.

### **A. BIKE AND PEDESTRIAN PLANNING**

#### **PURPOSE AND OBJECTIVES**

The MPO's Regional Bicycle and Pedestrian Plan provide the framework for this work element and outlines objectives for bicycling and walking in the region. In January 2018, a new Regional Bicycle and Pedestrian Plan was completed and adopted. The MPO Staff will facilitate and/or coordinate with stakeholders and partnering agencies to implement this plan that will set the course for the area's Bicycle and Pedestrian systems for the next decade. The purpose of this planning work is to increase bicycle and pedestrian mode share and access to the transportation system, developing safe interconnected facilities of high quality for bicycling and walking and promoting/increasing their use. Safe and efficient freight movement and parking will also be considered in this planning element as well.

#### **PLANNING ACTIONS**

During FY-2019 the MPO will accomplish the following bicycle and pedestrian planning tasks in three main areas:

##### **Facility Development**

- Lead and/or assist with planning work, criteria development, prioritization, feasibility and safety studies for sidewalks, trails and bicycle facilities. This includes plan implementation efforts of the Jessamine County Bike and Pedestrian Connectivity Study completed in FY-2017. Work with LFUCG agencies to develop data driven pedestrian system priority projects and utilize local funding and seek other funding sources to implement plans. Facilitate and assist with project development and provide input and project management on facility design for sidewalks, trails, bicycle facilities and roadway projects.
- Review and provide input on new development applications to ensure bicycle and pedestrian circulation and connectivity with land use activity areas and the transportation network.
- Lead and/or assist with funding applications for bicycle and pedestrian projects (e.g. TAP, CMAQ, etc.).
- Lead and/or assist in developing and updating design and maintenance standards for pedestrian and bicycle facilities.
- Maintain and update GIS database for existing and planned bicycle and pedestrian facilities.
- Lead and assist in work to make the MPO area's transportation systems safer for pedestrians and bicyclists through work with the LFUCG Pedestrian Safety Working Group and the Bicycle Pedestrian Advisory Committee (BPAC).

##### **Promotion, Education & Outreach**

- Act as a public contact for, and respond to public requests for bicycle and pedestrian information.
- Coordinate with Mobility Planning and other stakeholders as practical for public education and promotion efforts to increase awareness and safety related to bicycling and walking including media interviews/advertising, community presentations, events, brochures, websites, social media, and more.

##### **Agency & Stakeholder Coordination**

- Coordinate and act as point of contact for bicycle and pedestrian information for various standing committees (MPO Committees/Subcommittees, LFUCG Corridors Committee, LFUCG Technical/Subdivision Committees, etc.)
- Coordinate bicycle/pedestrian activities with local, regional and state agencies to advance projects and outreach efforts (City/County Parks, Engineering, Traffic, Police Departments;

- Elected Officials; Planning Commissions; Area Development Districts; KYTC District/Central Office; Public Schools, Health Departments, etc.).
- Continue and develop new alliances and relationships with private businesses and non-profit organizations to advance bicycle and pedestrian projects, programs, policy, outreach, and safety (bike shops, tourism agencies, bicycle clubs, etc.).

The methods and products of this element will be coordinated through the Transportation Technical Coordinating Committee (TTCC), the Bicycle Pedestrian Advisory Committee (BPAC), The Transportation Policy Committee (TPC), the KYTC, the FHWA, and the LFUCG Divisions of Engineering, Traffic Engineering, and Police & Fire to ensure that local, state, and federal plans and policies are consistent and compatible.

## **PRODUCTS**

- Projects, programs, and policies implemented from the new 2018 Regional Bike and Pedestrian Master Plan. On-going
- Completed planning and prioritization studies for sidewalks, trails and bicycle facilities including implementation of the Jessamine County Bike and Pedestrian projects and bike sharing program in Fayette County. >On-going
- New and updated design and maintenance standards for bicycle/pedestrian facilities (Complete Streets Design Manual adopted). > Begun in FY-2019
- GIS database and mapping of existing and planned bicycle/pedestrian facilities. > On-going
- List of media outreach/marketing efforts, presentations, events and number of people reached or in attendance including demographics. > Quarterly
- Up-to-date and relevant bike/pedestrian websites and social media with usable information. Reports on the number of hits, members, followers, etc.
- Bicycle and pedestrian projects and language within required planning documents including the TIP and MTP.

## **TIME SCHEDULE**

All fiscal year long

## **B. FREIGHT MOVEMENT**

### **PUROPSE AND OBJECTIVES**

To review freight movement and perform monitoring, research, inventories, data and safety analysis to ensure the efficient and safe movement of goods within the Region. To stay abreast of regional air transportation needs and trends.

### **PLANNING ACTIONS**

- Monitor and study the movement of goods within the MPO area.
- Educate the general public and decision makers on freight issues (such as safety issues) and needed freight projects.
- Utilize the freight resources of the KYTC and FHWA to enhance freight planning within the on-going transportation planning process.
- Seek involvement from the freight community and maintain a database of freight contacts.
- Begin draft of scope of work to pursue PL Reserve and local match for a much needed urban goods movement study. This will serve to update to the last Lexington area goods movement study developed in 1979.
- Utilize on-call TDFM consultants to utilize TDFM freight assignment capabilities to analyze freight travel demand for MTP, planning activities, and project development.
- Attend Bluegrass Airport Board Meetings to coordinate and stay abreast of regional air transportation and air freight needs and trends.

- Coordinate with the KYTC and BGADD in the updating, maintenance, and implementation of their statewide and MPO area Freight Plan.
- Coordinate with the KYTC on development of freight performance measures and data to achieve the requirements of FAST Act for a performance-based freight planning process.
- Identify key freight corridors in consultation with KYTC as part of the National Highway Freight Network system and maintain updated maps of these corridors.

## **PRODUCTS**

- Database of freight contacts.
- TDFM freight network assignment of transportation improvement projects and plans on the scenario networks.
- List of "Critical Freight Corridors" within the MPO area.

## **TIME SCHEDULE**

All fiscal year long

### **C. TRANSPORTATION ALTERNATIVES PROGRAM (TAP)**

#### **PURPOSE AND OBJECTIVES**

To administer a federally compliant competitive selection process for awarding Transportation Alternative set-aside funds that are sub-allocated to the MPO.

#### **PLANNING ACTIONS**

- Distribute Transportation Alternatives Program application guidelines specific to the MPO that are in compliance with federal rules and regulations. The guidelines will outline the MPO's process for soliciting project applications from eligible local agencies and establish how the MPO will prioritize, select and award projects.
- Conduct a call for projects, provide technical assistance to applicants, prioritize projects and make recommendations to the Transportation Policy Committee regarding project awards. Upon TPC approval, the MPO will complete TIP modifications and submit a notice of award to the KYTC Office of Local programs and to project applicants for further action.
- Monitor TAP funding levels and coordinate with Local Public Agencies to ensure timely progress on implementing awarded projects.
- Monitor help to facilitate on-going TAP projects and applications.

## **PRODUCTS**

- A competitive project selection process that is compliant with federal rules and regulations.
- A solicitation for project applications from eligible entities in the MPO area.
- A list of awarded projects by the MPO TPC.
- Required TIP modifications and award notices to KYTC and project applicants.

## **TIME SCHEDULE**

An application cycle will be held as adequate amounts of transportation alternatives set-aside funds become available. Timing of the application cycle is at the discretion of the MPO.

### **RESPONSIBLE AGENCIES for ELEMENT 3.2**

MPO staff in coordination with the LFUCG Division of Planning, Transportation Planning, KYTC, Bluegrass Airport, LFUCG Divisions of Engineering, Traffic Engineering, and other agencies

### **3.2 MULTI MODAL / TRANSPORTATION ALTERNATIVES PLANNING – STAFFING AND COSTS**

<b><u>ELEMENT 3.2 STAFFING</u></b>		<b><u>ESTIMATED COST</u></b>	<b><u>FUNDING SOURCE</u></b>	
9.5	Professional Staff-Months	\$66,740	FHWA / PL (80%)	\$15,247
			FTA / SEC. 5303	\$0
			SLX	\$38,145
			KYTC	\$953
			LFUCG	\$12,395
<b>Total Cost =</b>		<b>\$66,740</b>	<b>Total Cost =</b>	<b>\$66,740</b>

### **3.3 TRANSIT PLANNING**

#### **PURPOSE AND OBJECTIVES**

To provide ongoing transit planning support and coordination to federally-funded transit agencies in the Lexington Area including the Lexington Transit Authority of Lexington (Lextran) and their paratransit service provided by the American Red Cross (Wheels), as well as the Federated Transit Services of the Bluegrass (FTSB), and Bluegrass Ultra-Transit Service (BUS - Jess-Lex and NichTran). The MPO also seeks to assist with the development and implementation of transit enhancement plans and programs.

#### **PLANNING ACTIONS**

- Coordinate with Lextran, public and private partners (such as Via-Creative) to help plan, fund, design, permit and construct unique and functional bus stop facilities including sidewalks, landing pads, signage, shelters, benches and other amenities.
- Review zone changes, subdivision and development plans for transit accommodations and improvements. The MPO will bring Lextran into the conversation as necessary.
- Work to incorporate "transit oriented design" (TOD) regulations and guidelines into development codes.
- Provide documentation, maps, guidance, administrative, and other on-going assistance to Lextran and other federally-funded transit entities in the MPO area as needed.
- Assist with assessing and analyzing transit improvements to implement transit system plans.
- Work to improve the interconnectivity of transit, pedestrian and bicycle systems.
- Assist in soliciting public input, analyzing and helping to resolve public transit concerns/issues.
- Provide assistance to Lextran in evaluating various bid proposals, preparation of grant applications and other administrative work as requested.
- Work with Lextran to prioritize short and long range transit plans and projects in the TIP and MTP.
- Coordinate with Lextran to demonstrate fiscal balance within the transportation planning process as illustrated in TIP and MTP.
- Continuously review transit laws, issues, best practices and case studies.
- Provide assistance to Lextran, Wheels, FTSB, Bluegrass Ultra-transit Service (BUS) and other transit and para-transit providers to develop a Coordinated Public Transit Human Service Transportation Plan. Coordinate with Lextran and other transit provider agencies to establish Performance Targets related to Transit Asset Management and Transit Safety.
- Continue assistance to Lextran and their consultants to maintain and utilize the new GIS-based transit route facilities inventory database developed jointly in FY-2018.
- Assist Lextran in completing and submitting CMAQ and TAP applications.

## **PRODUCTS**

- Transit and FTA transit projects and programs developed, programmed, and documented through the MTP and TIP.
- An up-to-date Coordinated Public Transit Human Services Transportation Plan developed in consultation with the MPO and regional transit providers. > FY-2019
- GIS-based "Transit Route Facilities Inventory Database" that is up-to-date and maintained.
- Approved construction designs, encroachment permits and utility relocations for bus stop improvements.
- Transit performance measures and targets developed and adopted by transit agencies and the MPO/TPC as required by the FAST Act. > FY-2019

## **RESPONSIBLE AGENCIES**

MPO Staff, Lextran, FTSB, Wheels, BUS, FTA and the KYTC

### **3.3 TRANSIT PLANNING – STAFFING AND COSTS**

<b><u>ELEMENT 3.3 STAFFING</u></b>		<b><u>ESTIMATED COST</u></b>	<b><u>FUNDING SOURCE</u></b>	
5.0	Professional Staff-Months	\$36,722	FHWA / PL	\$4,472
	Technical Staff-Months		FTA / SEC. 5303	\$24,906
			SLX	\$0
			KYTC	\$280
			LFUCG	\$7,065
	<b>Total Cost =</b>	<b>\$36,722</b>	<b>Total Cost =</b>	<b>\$36,722</b>

### **3.4 MOBILITY COORDINATION**

#### **PURPOSE AND OBJECTIVES**

To promote alternatives to single occupancy vehicle use to enhance mobility, improve safety, conserve energy, reduce highway congestion, and improve air quality and quality of life in the community.

#### **PLANNING ACTIONS**

- **Public Awareness** – In FY-2019, the MPO will continue to conduct an annual marketing campaign to inform the public about mobility options and provide information on safety, laws, services, facilities, program contact information and other resources. The MPO will also update and maintain website content to provide a one-stop-shop information service for individuals seeking to walk, bike, carpool, vanpool, and utilize public transit services.
3. **Travel Demand Management (TDM) Research/Strategy** – The MPO will research available TDM tools, regional travel patterns and trends, past TDM efforts/programs, current regional needs/opportunities and potential partners to develop and document strategies that may be effectively employed in the Bluegrass Region to reduce the predominance of single-occupancy vehicles and congestion. In FY 2019 the MPO will focus research efforts on effective employer-based strategies and outreach for possible replication in the MPO area.

## **PRODUCTS**

- Marketing campaign including TV, newsprint, web-based ads and social media posts. > Fall of FY-2019
- Informational clearinghouse web content. > April 2019
- Promotional items and/or literature distributed at events, meetings and other public venues. > During public input/outreach events
- Frequency/reach of outreach efforts documented in MPO Quarterly Reports. > Quarterly

### **AGENCY RESPONSIBILITY**

LFUCG Division of Planning, Transportation Planning/MPO staff.

#### **3.4 MOBILITY COORDINATION – STAFFING AND COST**

<b><u>ELEMENT 3.4 STAFFING</u></b>		<b><u>ESTIMATED COST</u></b>	<b><u>FUNDING SOURCE</u></b>	
5.5	Professional Staff-Months	\$34,220	FHWA / PL Personnel>	\$4,472 (PL)
			SLX Personnel>	\$22,904 (SLX)
	*Total Operating Funds>	\$88,543 Total SLX Operating	FHWA SLX Operating >	70,834 (SLX)
			KYTC	\$280
			LFUCG	\$24,273
	<b>Total Cost =</b>	<b>\$122,762</b>	<b>Total Cost =</b>	<b>\$122,762</b>

### **3.5 PROJECT FORECASTING**

#### **PURPOSE AND OBJECTIVES**

To provide the KYTC, local government agencies, consultants, and other stakeholders with base year and design year traffic forecasts and/or provide the calibrated/validated Travel Demand Forecasting Model (TDFM) to consultants/KYTC for use in evaluating projects, traffic impacts, scoping studies, and for land use planning and development. Forecasts by the MPO and requesting parties are also used to inform feasibility studies, project design decisions, cost/benefit analyses and other applicable uses.

#### **PLANNING ACTIONS**

- During FY-2019, the MPO will provide base and design year traffic assignments/forecasts to the KYTC and other requesting parties to help evaluate/design proposed projects within the MPO study area.
- The MPO will work with the KYTC and “on call” consultants to keep the TDFM up-to-date and maintained.

#### **PRODUCTS**

- An up-to-date travel demand model. > May 2019
- Documentation of the number of project forecasts and amendments or revisions to forecasts noted in MPO quarterly reports. > As necessary

#### **RESPONSIBLE AGENCIES**

LFUCG Division of Planning, Transportation Planning/MPO with assistance from the KYTC Division of Planning

#### **3.5 PROJECT FORECASTING – STAFFING AND COST**

<b><u>ELEMENT 3.5 STAFFING</u></b>		<b><u>ESTIMATED COST</u></b>	<b><u>FUNDING SOURCE</u></b>	
2.5	Professional Staff-Months	\$20,569	FHWA / PL	\$16,455
			SLX	\$0
			KYTC	\$1,028
			LFUCG	\$3,085
	<b>Total Cost =</b>	<b>\$20,569</b>	<b>Total Cost =</b>	<b>\$20,569</b>



## **Element 4. PROGRAM ADMINISTRATION**

### **4.1 PROGRAM ADMINISTRATION**

#### **PURPOSE AND OBJECTIVES**

To provide management, coordination, training and guidance to the MPO transportation planning staff and program activities to meet the needs and requirements of the FAST Act, the MPO's transportation planning committees, and funding agencies.

#### **PLANNING ACTIONS**

- Provide guidance and management to the Transportation Planning (LFUCG)/MPO staff for the implementation of the Unified Planning Work Program (UPWP). This includes direction for compliance with rules, regulations, and requirements of the LFUCG, MPO, KYTC, FHWA and FTA with regards to accounting, reporting, procurement, tracking, and other policies by these agencies.
- Administer the overall MPO process including short and long-range plans, projects, special planning studies, grants and contracts.
- Provide administrative and technical assistance to the Transportation Technical Coordinating Committee (TTCC), Transportation Policy Committee (TPC), Congestion Management & Air Quality Committee (CMAQC), Bicycle Pedestrian Advisory Committee (BPAC) and the Project Coordination Team (PCT) and any additional ad hoc MPO sub-committees.
- Prepare committee agendas, minutes, technical reports, documents, presentations, visual tools and other information for the on-going business of the MPO.
- Provide presentations/orientations to stakeholder entities to facilitate the MPO process.
- Participate in weekly LFUCG Planning Director meetings and LFUCG Commissioner, Council and Mayoral meetings as requested to meet LFUCG obligations.
- Participate in KYTC, FHWA and other state and federally required meetings.
- Prepare all needed / required MPO and LFUCG Planning office correspondence.
- Respond to inquiries from various agencies, citizens groups and other stakeholders as necessary.
- Procure computer software, hardware and other tools as needed. Any software expenditure of \$100.00 or more will have prior approval of the KYTC. In addition, any expenditure for additional microcomputer hardware will have prior written approval of the KYTC.
- Continue to procure an annual support contract and software update with the Caliper Corporation for the TransCAD travel demand model in FY2019.
- Assist Local Public Agencies (LPAs) with project development, federal grant applications and complying with federal funding requirements.
- Continue coordination and on-going communication with planners and elected officials in Scott County since a small piece of Scott County is included in the 2010 Census Urbanized Area.

#### **PRODUCTS**

- Quarterly and annual narrative progress and financial reports submitted to the KYTC and the Federal Transit Administration (FTA). > Quarterly
- Monthly reports submitted to the LFUCG Division of Planning and Planning Commission. > Monthly
- Weekly report of work activities provided to the LFUCG Planning Director and Commissioner. > Weekly
- Bi-weekly payroll, employee time/schedule management and requisitions as required. > Bi-weekly

#### **RESPONSIBLE AGENCIES**

LFUCG Division of Planning, Transportation Planning/MPO staff.

#### 4.1 PROGRAM ADMINISTRATION – STAFFING AND COST

<b>ELEMENT 4.1 STAFFING</b>		<b>ESTIMATED COST</b>	<b>FUNDING SOURCE</b>	
4.0	Professional Staff-Months	\$44,722	FHWA / PL	\$122,317
15.0	Administrative Staff-Months	\$75,877	FTA / SEC. 5303	\$0
			SLX	\$0
	Operating Funds	\$32,297		
			KYTC	\$7,645
			LFUCG	\$22,934
<b>Total Cost =</b>		<b>\$152,896</b>	<b>Total Cost =</b>	<b>\$152,896</b>

#### **DISADVANTAGED BUSINESS ENTERPRISE**

The Lexington-Fayette Urban County Government, Division of Planning is committed to use Disadvantaged Business Enterprises (DBEs) and Women Business Enterprises (WBEs) in all aspects of contracting to the extent feasible. It has been determined that DBEs and WBEs can be utilized as vendors in the purchase of supplies, printing, minor and major equipment. The LFUCG Division of Planning has set a 10% goal for doing business with DBE's and a 3% goal for WBEs, as follows:

	<b>TOTAL</b>	<b>10% DBE GOAL</b>	<b>3% WBE GOAL</b>
<b>FHWA/PL</b>	\$7,300	\$730	\$220

This goal has always been met and exceeded by the Lexington Area MPO. The MPO attends the annual Lexington region's Minority Business Expo and other similar events to expand our contacts with potential DBEs and WBEs. The Lexington-Fayette Urban County Government Transportation Planning/MPO staff will continue to take the necessary steps to ensure that DBEs and WBEs have opportunity to compete and perform in all aspects of MPO contracting.

#### **4.2 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)**

##### **PURPOSE AND OBJECTIVES**

To develop a priority list of projects (or project phases) to be implemented within the four-year period of the current FY-2017 through FY-2020 TIP. The TIP includes a listing of projects, their limits, scope, cost and funding source. Projects in the TIP must be fiscally constrained, be consistent with the MTP and CMP, and be developed in consultation with the KYTC and other project sponsors including LFUCG and Lextran. The current TIP expires October 25, 2020 and remains in effect during FY-2019. The MPO amends or modifies the TIP as needed according to procedures outlined in the MPO Participation Plan (PP). Amendment actions during FY-2019 will initiate FAST Act Performance-based Planning and Programming procedures and require a description of the anticipated effect of the TIP toward achieving performance targets established in MTP.

##### **PLANNING ACTIONS**

- Staff will prepare, submit, publish, and distribute TIP modifications and amendments per procedures outlined in the MPO's PP.
- During FY 2019, the FY 2017-2020 TIP will be reconciled with the final KYTC Six Year Highway Plan through amendment or modification.

- All TIP amendments and modifications will be made publically available on the MPO website.
- Staff will prepare an “Annual Listing of Obligated Projects” - highway, transit and planning projects funded with federal funds in accordance with federal regulations.

## **PRODUCTS**

- A federally-compliant TIP and all administrative modifications and amendments as needed to program federal funds as they become available.

A stand-alone report of the “Annual Listing of Obligated Projects”. > Completed by September 30 of the calendar year 2018.

## **RESPONSIBLE AGENCIES**

LFUCG Division of Planning, Transportation Planning/MPO in consultation with all appropriate agencies/stakeholders.

### **4.2 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) – STAFFING AND COSTS**

<b><u>ELEMENT 4.2 STAFFING</u></b>		<b><u>ESTIMATED COST</u></b>	<b><u>FUNDING SOURCE</u></b>	
2.5	Professional Staff-Months	\$19,304	FHWA / PL	\$15,443
			SLX	\$0
			KYTC	\$965
			LFUCG	\$2,896
	<b>Total Cost =</b>	<b>\$19,304</b>	<b>Total Cost =</b>	<b>\$19,304</b>

### **4.3 UNIFIED PLANNING WORK PROGRAM (UPWP)**

#### **PURPOSE AND OBJECTIVES**

The UPWP communicates to the public and stakeholders how the MPO will carry out the transportation planning process and what regional planning activities the MPO will engage in over the next fiscal year. The UPWP outlines staffing, responsibilities, timelines, costs, funding sources, methodology, and other aspects of each work element. In addition, a post fiscal year annual report is completed to document accomplishments and how budgeted revenue and actual expenditures have matched up. This helps to inform and guide the next work program.

#### **PLANNING ACTIONS**

- Develop a FY-2018 Annual Performance and Expenditure Report by UPWP element by the end of September in FY-2019 in coordination with the LFUCG Division of Community Development Grants
- Draft and adopt a FY 2020 UPWP including the following tasks:
  - Determine funding levels in consultation with KYTC, FHWA and FTA.
  - Include staffing, cost, funding sources, methodology, target dates, responsible agencies, and products for each work element.
  - Submit a draft FY-2020 UPWP to the Transportation Technical Coordinating Committee (TTCC) for review and comment.
  - Submit the draft FY-2020 UPWP for review and comment to the KYTC, FHWA, FTA and other required review agencies by February 28, 2019.
  - Address draft FY-2020 UPWP changes/comments as requested by official reviewing agencies Submit the revised draft FY-2020 UPWP to the Transportation Policy Committee (TPC) for endorsement and final approval by 4/30/19.

- Submit the FY-2020 UPWP for final approval, through the KYTC, FHWA and FTA.
- Submit the FY-2020 UPWP and all MPO contracts through Kentucky State Clearing House system.
- Print and/or distribute the final FY-2020 UPWP using the latest official routing list. Also, post on the MPO and LFUCG websites.
- Amend the FY-2020 UPWP, as necessary, throughout the fiscal year.

## **PRODUCTS**

- An approved FY-2020 Unified Planning Work Program (UPWP) document and any necessary amendments or modifications.
- Annual Performance and Expenditure Report (financial report prepared by LFUCG Community Development due to routing list by 90 days after end of fiscal year – September 28, 2018)

## **TIME SCHEDULE**

Final UPWP will be approved and distributed no later than April 30, 2019.

## **RESPONSIBLE AGENCIES**

LFUCG Division of Planning, Transportation Planning/MPO, LFUCG Grants & Special Programs, MPO Partners, KYTC, FHWA, and FTA

### **4.3 UNIFIED PLANNING WORK PROGRAM – STAFFING AND COSTS**

<b><u>ELEMENT 4.3 STAFFING</u></b>		<b><u>ESTIMATED COST</u></b>	<b><u>FUNDING SOURCE</u></b>	
0.5	Professional Staff-Months	\$5,590	FHWA / PL	\$4,472
			SLX	
	Operating Funds			
			KYTC	\$280
			LFUCG	\$839
	<b>Total Cost =</b>	<b>\$5,590</b>	<b>Total Cost =</b>	<b>\$5,590</b>

## Appendix A: MPO STAFF MONTHS AND PROPOSED BUDGET SUMMARY

### I. FY 2019 MPO STAFF MONTHS AND DISTRIBUTION BY ELEMENT

ELEMENT	7 – SENIOR PLANNERS 1 - MANAGER		1- ADMINISTRATIVE ASSISTANT		9- TOTAL STAFF	
	MONTHS	PERCENT	MONTHS	PERCENT	MONTHS	PERCENT
1.0 Inventory & Monitor, Title VI/ADA, Participation	16.5	17%	0.0	0.0%	16.5	15.3%
1.2 Professional Staff Development (Training)	6.0	6%	0.5	4.2%	6.5	6.0%
2.1 Congestion Management - ITS - Air Quality Planning	9.0	9%	0.0	0.0%	9.0	8.3%
2.2 Metropolitan Transportation Plan Update	20.0	21%	1.0	8.3%	21.0	19.4%
3.1 Transportation-Land Use Impact Analysis	12.0	13%	0.0	0.0%	12.0	11.1%
3.2 Multi Modal / Transportation Enhancement	9.5	10%	0.0	0.0%	9.5	8.8%
3.3 Transit Planning (5303)	5.0	5%	0.0	0.0%	5.0	4.6%
3.4 Mobility Coordination	5.5	6%	0.0	0.0%	5.5	5.1%
3.5 Project Forecasts	2.5	3%	0.0	0.0%	2.5	2.3%
4.1 Program Administration	7.0	7%	10.5	87.5%	17.5	16.2%
4.2 Transportation Improvement Program (TIP)	2.5	3%	0.0	0.0%	2.5	2.3%
4.3 Unified Work Program (UPWP)	0.5	1%	0.0	0.0%	0.5	0.5%
<b>TOTAL (ALL ELEMENTS)</b>	<b>96.0</b>	<b>100%</b>	<b>12.0</b>	<b>100%</b>	<b>108.0</b>	<b>100.0%</b>

### II. FY 2019 FUNDING SOURCES

ELEMENT (Element titles above)	PL PLANNING FUNDS			SLX FUNDS		SEC. 5303 FUNDS		TOTAL EST. COST
	FHWA 80%	KYTC 5%	LFUCG 15%	FHWA 80%	LFUCG 20%	FTA 80%	LFUCG 20%	
<b>1.0</b>	\$96,236	\$6,015	\$18,044	\$0	\$0	\$2,772	\$693	\$123,760
<b>1.2</b>	\$12,180	\$761	\$2,284	\$23,810	\$5,952	\$0	\$0	\$44,987
<b>2.1</b>	\$10,113	\$632	\$1,896	\$49,394	\$12,349	\$0	\$0	\$74,384
<b>2.2</b>	\$44,019	\$2,751	\$8,254	\$59,560	\$14,890	\$9,654	\$2,413	\$141,541
<b>3.1</b>	\$46,574	\$2,911	\$8,733	\$11,353	\$2,838	\$11,069	\$2,767	\$86,244
<b>3.2</b>	\$15,247	\$953	\$2,859	\$38,145	\$9,536	\$0	\$0	\$66,740
<b>3.3</b>	\$4,472	\$280	\$839	\$0	\$0	\$24,906	\$6,226	\$36,722
<b>3.4</b>	\$4,472	\$280	\$839	\$93,738	\$23,435	\$0	\$0	\$122,763
<b>3.5</b>	\$16,455	\$1,028	\$3,085	\$0	\$0	\$0	\$0	\$20,569
<b>4.1</b>	\$122,317	\$7,645	\$22,934	\$0	\$0	\$0	\$0	\$152,896
<b>4.2</b>	\$15,443	\$965	\$2,896	\$0	\$0	\$0	\$0	\$19,304
<b>4.3</b>	\$4,472	\$280	\$839	\$0	\$0	\$0	\$0	\$5,590
<b>TOTALS</b>	\$392,000	\$24,500	\$73,500	\$276,000	\$69,000	\$48,400	\$12,100	\$895,500
		<b>Total PL&gt;</b>	<b>\$490,000</b>	<b>Total SLX&gt;</b>	<b>\$345,000</b>	<b>Total FTA 5303&gt;</b>	<b>\$60,500</b>	<b>Total \$895,500</b>
	Nicholasville Road Corridor & Planning Study> \$180,000	Local Match> \$45,000		Study begin in FY-2019	Study completed FY-2020		<b>Total PL Discretionary Plan Cost=&gt;</b>	<b>Corridor &amp; Planning Study = \$225,000</b>

## Appendix B: Lexington Area MPO Surface Transportation Program (STP-SLX) Funded Planning Programs

UPWP Planning > Element	1.1	1.2	2.1	2.2	3.1	3.2	3.3	3.4	4.1	4.2	4.3	Total
SLX Program V												
<b>Bike &amp; Pedestrian</b>		\$12,250		\$11,550	\$7,550	\$30,800		\$3,850				\$52,800 Fed \$13,200 Local <b>Total = \$66,000</b>
<b>Congestion Mitigation &amp; Air Quality</b>		\$4,150	\$61,750	\$36,700	7,600	13,100		3,200				\$101,200 Fed \$25,300 Local <b>Total = \$126,500</b>
<b>Mobility Planning</b>		\$7,700		\$15,350	17,050	3,850		\$20,000	\$88,550			\$122,000 Fed \$30,500 Local Match <b>Total = \$152,500</b>

\*FY-2019 UPWP Element Reference:

1.1 = Monitor – Coordinate – Program Development: A: Inventory & Monitor; B: Title VI & ADA; C: Participation.

1.2 = Professional Staff Development

2.1 = A: Congestion Management – Intelligent Transportation Systems; B: Air Quality Planning; C: Congestion Mitigation Air Quality (CMAQ) Grant Program

2.2 = Metropolitan Transportation Plan (MTP) Development, Update, Implementation of

3.1 = Transportation / Traffic and Land Use Impact Analysis

3.2 = Multi-Modal Transportation Alternatives Planning

3.3 = Transit Planning: A: Bike & Pedestrian; B: Freight Movement; C: Transportation Alternatives Program (TAP) Grant Program Planning

3.4 = Mobility Coordination: Marketing, Education, Promotion, Out-reach

3.5 = Travel Demand – Project Forecasting

4.1 = Program Administration

4.2 = Transportation Improvement Program (TIP)

4.3 = Unified Planning Work Program (UPWP)

### SLX PROGRAM DESCRIPTIONS:

**Bike and Pedestrian Planning:** This program works across all Transportation Planning areas to develop, coordinate, develop, design, integrate, connect, fund, educate, promote and much more to develop important bike and pedestrian systems within the MPO area.

**Congestion Management & Air Quality Program:** Systematic planning to manage growing congestion through a process that provides for safe, effective, reliable, and integrated management and operation of the multimodal transportation system. This process is required by federal legislation. Also, planning to help maintain and achieve good air quality by mitigating emissions from mobile sources through the effective air quality planning efforts integrated within the overall ongoing transportation planning process.

**Mobility Coordination:** Serving as a central point of contact for inquiries concerning transportation access and alternatives to enable and improve mobility, acts as an advocate for and promoter of alternative transportation within the MPO area and region. Also markets, educates, and informs public concerning mobility options and other aspects such as safety, laws, services, facilities, program contacts and many other resources.

## Appendix C: FY-2019 POLICY COMMITTEE RESOLUTION

### RESOLUTION

#### OF THE TRANSPORTATION POLICY COMMITTEE OF THE LEXINGTON AREA METROPOLITAN PLANNING ORGANIZATION (MPO)

#### CONCERNING APPROVAL OF THE FY-2019 UNIFIED PLANNING WORK PROGRAM (UPWP)

**WHEREAS**, the Lexington Area Metropolitan Planning Organization has prepared a Unified Planning Work Program (UPWP) for Fiscal Year 2019 in defining a scope of work to meet the needs of this region for which funding can be sought from the United States Department of Transportation and the state of Kentucky; and

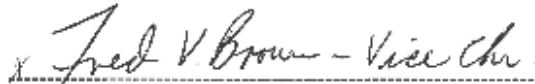
**WHEREAS**, the Unified Planning Work Program for Fiscal Year 2019 has been reviewed by appropriate state and federal agencies; and

**WHEREAS**, the Unified Planning Work Program for Fiscal Year 2019 hereby certifies that all requirements of CFR, Part 450 relating to the Urban Transportation Planning Process have been met; therefore

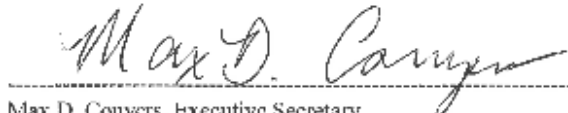
**NOW THEREFORE BE IT RESOLVED**, that the Lexington Area Metropolitan Planning Organization's Transportation Policy Committee hereby approves the Lexington Area MPO FY-2019 Unified Planning Work Program, at its regular public meeting of April 25, 2018

**RESOLUTION APPROVED: April 25, 2018**

#### AUTHORIZED SIGNATURES:

x  \_\_\_\_\_  
David West, Judge Executive, Jessamine County Kentucky, and  
Chairman of the Transportation Policy Committee

Lexington Area Metropolitan Planning Organization (MPO)

 \_\_\_\_\_  
Max D. Conyers, Executive Secretary  
Transportation Policy Committee

Lexington Area Metropolitan Planning Organization (MPO)

## Appendix D: Calendar Year 2018 Lexington Area MPO Meeting Schedule

Date:	Meeting:	Date:	Meeting:
January 5, 2018	BPAC	July 6, 2018	BPAC
January 10, 2018	TTCC	July 11, 2018	TTCC
<b>January 24, 2018</b>	<b>TPC</b>		
February 2, 2018	BPAC	August 3, 2018	BPAC
February 14, 2018	CMC	August 8, 2018	CMC
		<b>August 22, 2018</b>	<b>TPC</b>
March 2, 2018	BPAC	September 7, 2018	BPAC
March 14, 2018	TTCC	September 12, 2018	TTCC
<b>March 21, 2018</b>	<b>TPC (Jessamine County)</b>		
April 13, 2018	BPAC	October 5, 2018	BPAC
April 11, 2018	CMC	October 10, 2018	CMC
April 25, 2018	<b>TPC</b>	<b>October 24, 2018</b>	<b>TPC</b>
May 11, 2018	BPAC	November 2, 2018	BPAC
May 9, 2018	TTCC	November 14, 2018	TTCC
June 1, 2018	BPAC	December 7, 2018	BPAC
June 13, 2018	TSC	December 12, 2018	CMC
<b>June 27, 2018</b>	<b>TPC (Jessamine County)</b>		

Committee Titles:	Meeting Specifics:	Contact Information:
BPAC – Bicycle Pedestrian Advisory Committee	1 <sup>st</sup> Friday, 12:00 noon. 7 <sup>th</sup> Floor Conference Room	Scott Thompson 859-258-3605
CMC – Congestion Management Committee	2 <sup>nd</sup> Weds. 1:30 p.m., 7 <sup>th</sup> Floor Conference Room	Sam Hu 859-258-3053
<b>TPC – Transportation Policy Committee</b>	4 <sup>th</sup> Weds. 1:30 p.m.	Brenda Whittington 859-258-3162
TTCC – Transportation Technical Committee	2 <sup>nd</sup> Weds. 9:00 a.m. 7 <sup>th</sup> Floor Conference Room	Brenda Whittington 859-258-3162

### Special 2018 / 2019 MPO Meeting Schedule Notes:

- ❖ **TPC** meetings are held on the 2<sup>nd</sup> Floor in the Council Chambers, LFUCG Government Center, 200 E. Main St., Lexington KY, 40507. Two meetings per year are held in Jessamine County @ Jessamine Library or the County Courthouse in the City of Nicholasville, KY.  
Special meetings are sometimes necessary to conduct essential MPO business during months in which meetings are not scheduled. Advance notice will be given to TPC Members by e-mail or mail. Public notice will be given through the LFUCG Public Meeting Schedule and GTV3 (Note: Refer to LFUCG Section 4.103 and KRS 61.823 Special meetings, Emergency meetings requirements of the General Provisions).
- ❖ **BPAC** meetings are held in the 7<sup>th</sup> Floor Conference Room, 101 E. Vine St., Lexington KY 40507.
- ❖ **TTCC, CMC, BPAC** or other Transportation Committee meetings may be cancelled or occasionally held in other locations (i.e. Bluegrass Airport, FTSB, Lextran, etc.) During the year. Committee members will be notified of locations in advance by mail or email. Public notice will be given through the LFUCG Public Meeting Schedule and GTV3.



## **Appendix E: FY-2019 MPO TRANSPORTATION POLICY COMMITTEE (TPC)**

### **MAYOR JIM GRAY**

Lexington Fayette Urban County Government  
(LFUCG)

*Derek Paulsen, LFUCG Commissioner of  
Planning Preservation and Development  
TPC Representative*

200 East Main Street, 1<sup>ST</sup> Floor  
Lexington, KY 40507

### **VICE MAYOR STEVE KAY**

*TPC Vice Chair*, Councilmember-at-Large  
LFUCG Council Office, 5th Floor  
200 East Main Street, Lexington, KY 40507

### **KEVIN STINNETT**

Councilmember At-Large  
LFUCG Council Office, 5th Floor  
200 East Main Street, Lexington, KY 40507

### **STEVE KAY**

Councilmember At-Large  
LFUCG Council Office, 5th Floor  
200 East Main Street, Lexington, KY 40507

### **JAMES BROWN**

Councilmember, 1<sup>ST</sup> District  
LFUCG Council Office, 5th Floor  
200 East Main Street, Lexington, KY 40507  
(Representing Districts 1,2,6)

### **PEGGY HENSON**

Councilmember, 11th District  
LFUCG Council Office, 5th Floor  
200 East Main Street, Lexington, KY 40507  
(Representing Districts 3,5,11)

### **FRED BROWN**

Councilmember, 8th District  
LFUCG Council Office, 5th Floor  
200 East Main Street, Lexington, KY 40507  
(Representing Districts 4,7,8)

### **AMANDA MAYS BLEDSOE**

Councilmember, 10th District  
LFUCG Council Office, 5th Floor  
200 East Main Street, Lexington, KY 40507  
(Representing Districts 9,10,12)

(\*Note: Each member has one vote)  
(\*See pg. 6 for Organizational Structure)

### **HON. JON LARSON**

Fayette County Judge/Executive  
201 West Short St Street, Suite 210, Lex., KY

### **HON. DAVID WEST**

*TPC Chair*, Jessamine Co. Judge/Executive  
Jessamine County Courthouse  
101 North Main Street, Nicholasville, KY 40356

### **MAYOR PETE SUTHERLAND**

Mayor, City of Nicholasville  
*Bob Amato, Finance Director,  
TPC Representative*  
601 North Main Street, Nicholasville, KY 40356

### **GREG THOMAS**

Secretary of Transportation  
Kentucky Transportation Cabinet  
*Barry House, KYTC Planning Central Office,  
TPC Representative*  
New State Office Building, 200 Mero Street  
Frankfort, KY 40622

### **MALCOLM RATCHFORD**

*Chair of Lextran Board of Directors  
Carrie Butler, Lextran General Manager TPC  
Representative*, 200 W Loudon Avenue, Lex KY

### **MAYOR HAROLD RAINWATER**

Mayor, City of Wilmore  
KY335 East Main St., Wilmore, KY 40390  
David Carlstedt, Wilmore TPC Representative

### **THOMAS NELSON JR (Advisory Member)**

Division Administrator, FHWA  
*Bernadette Dupont, FHWA TPC  
Representative*  
330 West Broadway, Frankfort, KY 40601

### **YVETTE B. TAYLOR (Advisory Member)**

Region 4, Regional Administrator, FTA  
Andres Ramirez, General Engineer,  
FTA Region IV TPC Representative  
230 Peachtree Street, NW Suite 1400,  
Atlanta, GA 30303

### **PAM SHEPHERD**

Director, Federated Transit Services of the  
Bluegrass, Inc., (Para-transit agency)  
2308 Frankfort Ct., Lexington KY 40511

## **Appendix F: FY-2019 MPO TRANSPORTATION TECHNICAL COORDINATING COMMITTEE**

### **DEAN ANNESS**

Planning and Zoning Director  
City of Nicholasville  
517 North Main Street  
Nicholasville, KY 40356  
Not attend but receives mailings

### **BETTY TAYLOR**

Jessamine County  
Planning Commission  
103 North Main Street  
Nicholasville, KY 40356  
Does not attend but receives mailings

### **JAMES HAM**

Kentucky Transportation Cabinet  
District Office 7, Planning  
763 West New Circle Road,  
Lexington, KY 40512-1127  
Attends regularly and receives mailings

### **BARRY HOUSE**

KYTC Div. of Planning  
200 Mero Street  
Frankfort, KY, Attends regularly

### **LESLIE POFF**

Division for Air Quality  
803 Schenkel Lane  
Frankfort, KY 40601  
Does not attend but receives mailings

### **PETE WEARSTLER**

Transportation Director  
Bluegrass ADD  
699 Perimeter Drive  
Lexington, KY, Attends regularly

### **MARK J. DAY**

Bluegrass Airport  
Manager of Engineering and  
Construction, 4000 Terminal Dr,  
Suite 206, Lexington, KY 40510  
(Attends occasionally)

### **BERNADETTE DUPONT**

Federal Highway Administration  
Kentucky Division Office  
330 West Broadway  
Frankfort, KY 40601  
Attends regularly

### **PAM SHEPHERD**

FTSB  
694 New Circle Road NE, Suite 33  
Lexington, KY 40505  
Attends regularly

### **FRED COMBS – TTCC CHAIR**

Lextran, Manager of Planning &  
Technology  
200 West Loudon  
Lexington, KY, Attends regularly

### **GINA HAMPTON**

Lexington United  
330 East Main Street  
Suite 205  
Lexington, KY 40507  
Does not attend but receives mailings

### **DOUG TRULOCK**

United Transportation, Inc.  
PO Box 1019  
Lexington, KY 40588-1019  
Does not attend but receives mailings

### **RHONDA SNOW**

WHEELS  
1450 Newtown Pike  
Lexington, KY 40511  
Does not attend but receives mailings

### **MARCUS DOBBS**

Fayette County Public Schools  
701 East Main Street  
Lexington, KY 40502  
Attends TTCC and CMS  
occasionally

### **DEREK PAULSEN**

Commissioner  
Division of Planning, Preservation,  
and Development  
101 E Vine St., 4<sup>th</sup> Floor  
Lexington, KY 40507  
Receives mailings

### **MARK FEIBES**

LFUCG Division of Engineering  
200 East Main St., 8th Floor  
Lexington, KY 40507  
Attends regularly

### **SUZIE LOVEDAY**

LFUCG Director of Community  
Development  
200 East Main St., 6th Floor  
Lexington, KY 40507  
Does not attend but receives mailings

### **SALLY HAMILTON**

LFUCG Office of the CAO (Chief  
Administrative Officer)  
200 East Main Street, 12th Floor  
Lexington, KY 40507

### **OFFC. RICHARD WILLOBY**

LFUCG Division of Police  
150 East Main Street  
Lexington, KY  
One Officer attends regularly

### **JEFF NEAL**

Director, LFUCG Traffic Engineering  
200 East Main St., 7th Floor  
Lexington, KY, Attends regularly

### **HEALTH DEPARTMENT**

650 Newtown Pike  
Lexington KY 40508  
Does not attend but receives mailings

### **JULIA SHAW, VICE CHAIR**

LFUCG Division of Police  
150 E Main St., Lexington KY 40507  
Attends regularly

**JOLENA CHILDERS**

AAA Bluegrass Lexington

PO Box 1581

Lexington, KY 40507

Does not attend but receives  
mailings

**HILARY ANGELUCCI**

LFUCG Council Office

200 East Main St., 5th Floor

Lexington, KY 40507

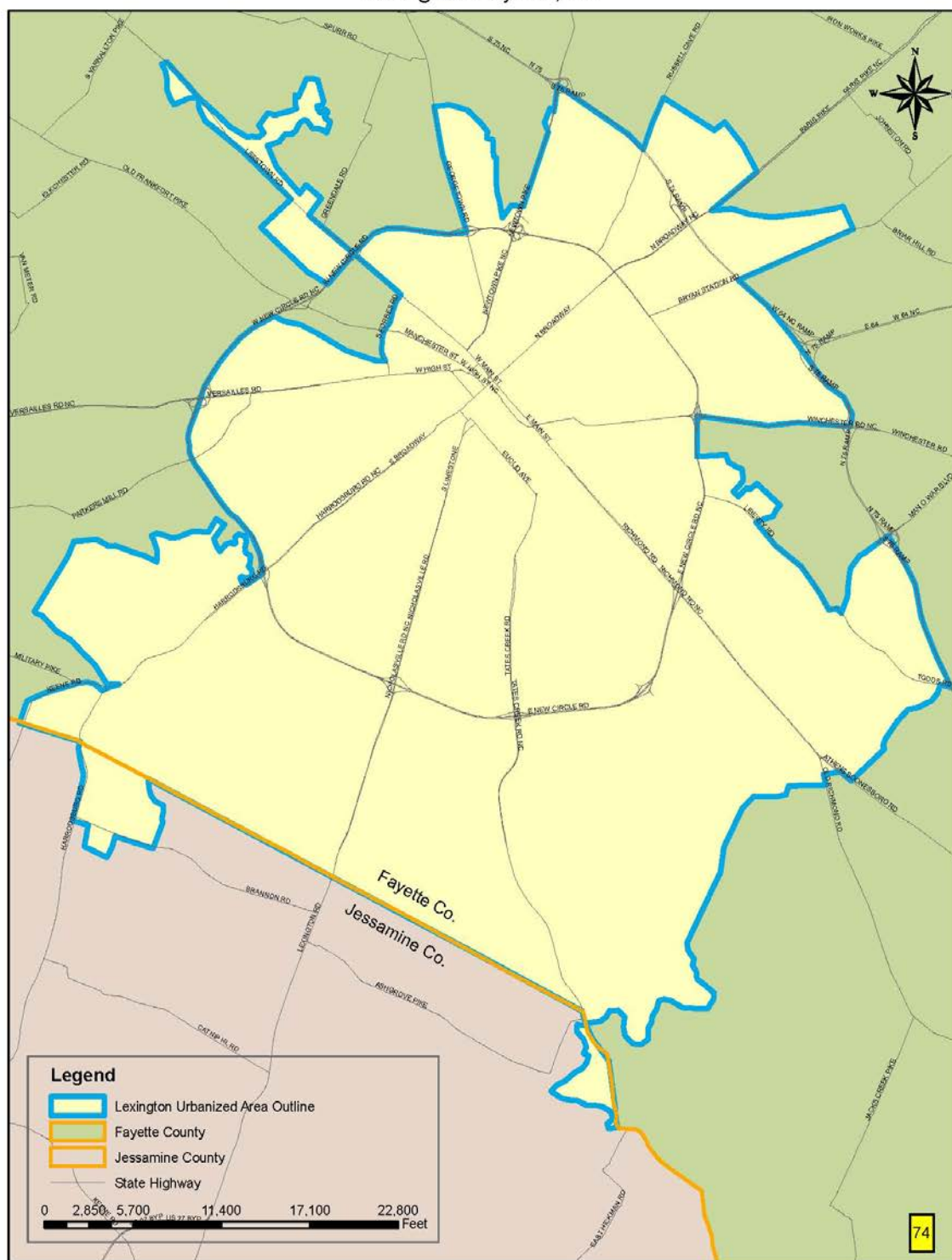
*(\*Each member has one vote)*

## Appendix G: LEXINGTON MPO STAFF & Areas of Responsibility

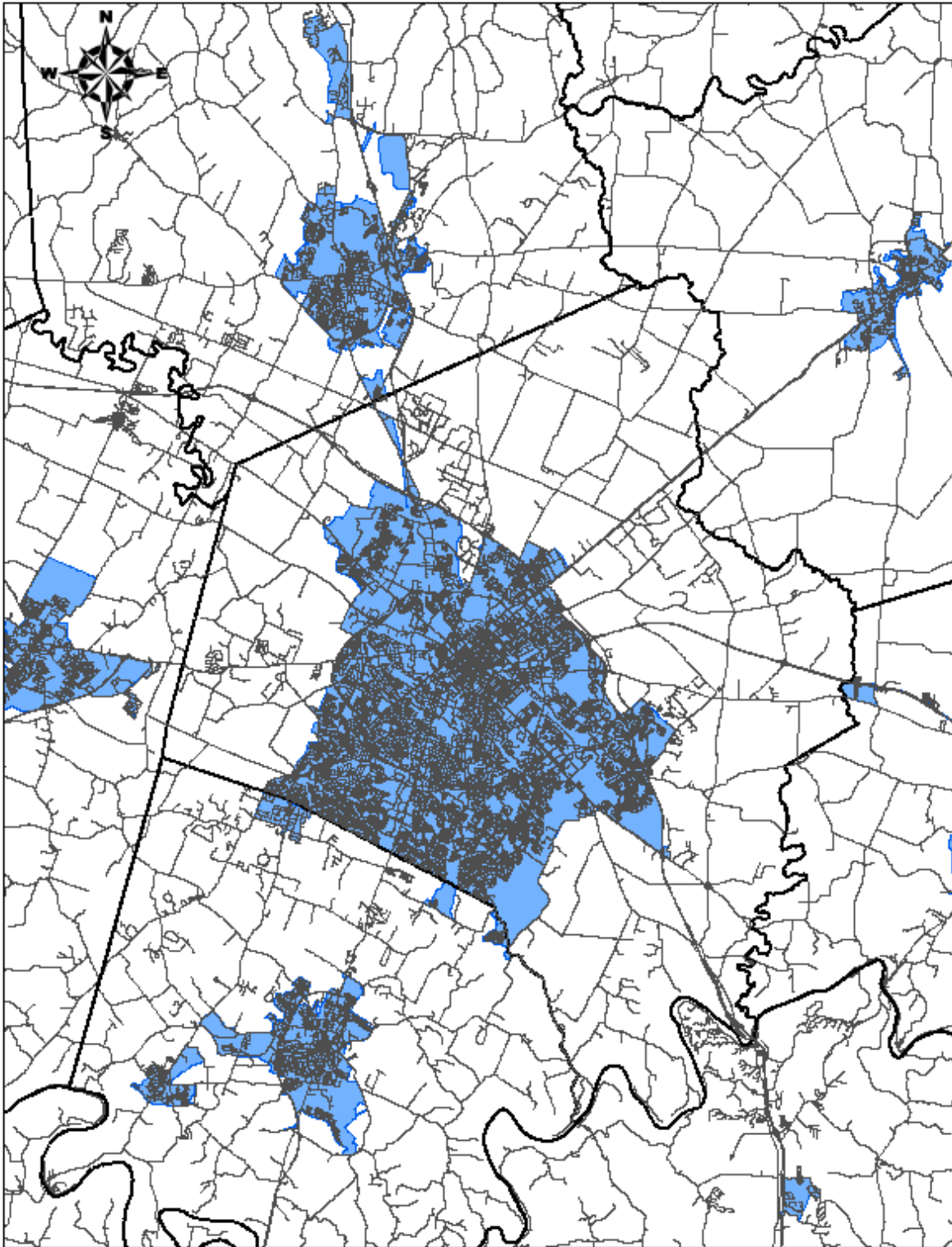
- ❖ **Max Conyers** – Lexington Area MPO Director and LFUCG Transportation Planning Manager
  - Areas of Responsibility: Overall Management/Administration and All other MPO areas
    - Phone: 859-258-3167
    - Email: [maxc2@lexingtonky.gov](mailto:maxc2@lexingtonky.gov)
- ❖ **Kenzie Gleason** – Administrative Officer
  - Areas of responsibility: Metropolitan Transportation Plan (MTP) Project Management, Assistant Manager and Transportation Planning Support and Assistance to all other areas
    - Phone: 859-258-3605
    - Email: [kgleasone@lexingtonky.gov](mailto:kgleasone@lexingtonky.gov)
- ❖ **Joey David** – Transportation Senior Planner
  - Areas of Responsibility: Transit Planning, Public Participation, Transportation GIS / Mapping, Transportation Planning and Support to all other areas
    - Phone: 859-258-3178
    - Email: [josephd@lexingtonky.gov](mailto:josephd@lexingtonky.gov)
- ❖ **Sam Hu** – Transportation Senior Planner
  - Areas of Responsibility: Congestion Management Program, Air Quality Planning & Monitoring, ITS, Overall Transportation Planning Support and Assistance to all other MPO areas
    - Phone: 859-258-3053
    - Email: [shu@lexingtonky.gov](mailto:shu@lexingtonky.gov)
- ❖ **Stuart Kearns** – Transportation Senior Planner
  - Areas of Responsibility: Transportation Improvement Program (TIP), Travel Demand Modeling, Socioeconomic Data Development, Transportation Planning Performance Measures & Targets Tracking and Monitoring, Transportation Planning Support and Assistance to all other areas
    - Phone: 859-258-3180
    - Email: [gkearns@lexingtonky.gov](mailto:gkearns@lexingtonky.gov)
- ❖ **Jimmy Emmons** – Transportation Senior Planner
  - Areas of Responsibility: Traffic Land Use Impact, Freight Planning, Travel Demand Modeling, Socioeconomic Data Development, Projects Information / MPO-KYTC SHIFT Coordination, Transportation Planning Support and Assistance to all other areas
    - Phone: 859-258-3165
    - Email: [jamese@lexingtonky.gov](mailto:jamese@lexingtonky.gov)
- ❖ **Parker Sherwood** – Transportation Planner
  - Areas of Responsibility: Transportation Planning Support and Assistance to all areas
    - Phone: 859-258-3168
    - Email: [psherwood@lexingtonky.gov](mailto:psherwood@lexingtonky.gov)
- ❖ **Scott Thompson** – Transportation Senior Planner
  - Areas of Responsibility: Bicycle and Pedestrian Planning and as related to transportation planning and land use development processes, Bike and Ped Plans Development, Bicycle and Ped promotion, outreach, education, safety, etc. Transportation Planning Support and Assistance to all other areas
    - Phone: 859-258-3173
    - Email: [pthomson2@lexingtonky.gov](mailto:pthomson2@lexingtonky.gov)
- ❖ **Brenda Whittington** – Administrative Specialist
  - Areas of Responsibility: Office Administration, Phone 859-258-3162
  - Email: [bwhittin@lexingtonky.gov](mailto:bwhittin@lexingtonky.gov)

## Appendix H: Year 2000 Lexington Area Census Urbanized Area Map

URBANIZED AREA OUTLINE MAP (CENSUS 2000)  
Lexington-Fayette, KY



## Appendix I: 2010 Lexington Area Census Urbanized Areas Map



## **Appendix J: Lexington Area MPO Planning Agreement (MOA)**

### **MEMORANDUM OF AGREEMENT**

By and Between

**LEXINGTON AREA METROPOLITAN PLANNING ORGANIZATION**

the

**TRANSIT AUTHORITY OF LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT (LEXTRAN)**

and the

**KENTUCKY TRANSPORTATION CABINET**

This Memorandum of Agreement (MOA) is made by and between the Lexington Area Metropolitan Planning Organization (hereinafter referred to as MPO), the Transit Authority of Lexington-Fayette Urban County Government (hereinafter referred to as Lextran), and the Kentucky Transportation Cabinet (hereinafter referred to as KYTC).

#### **Lexington Area MPO Structure**

The MPO organizational structure consists of the Transportation Policy Committee (TPC), the Transportation Technical Coordinating Committee (TTCC), and two advisory subcommittees - Congestion Management/Air Quality Committee (CMAQC) and Bicycle Pedestrian Advisory Committee (BPAC).

The TPC serves as the decision-making body of the MPO, and has responsibilities including approval of plans, implementation of programs, transportation projects prioritization, provision of transportation planning and guidance, and other similar related actions.

The TTCC serves as an advisory body to the TPC and provides transportation related technical review, guidance and assistance.

The MPO also utilizes specialized advisory committees and working groups which may include members such as transit operators and consumers, bicycle groups, various technical staff, members of MPO committees and other interested parties to help inform and advise the TPC and TTCC.

#### **THE AGENCIES AGREE AS FOLLOWS:**

The Lexington Fayette Urban County Government (LFUCG) Transportation Planning Section of Fayette County Kentucky is the designated staff agency for the MPO, serving the planning area of Fayette, Jessamine Counties and a small portion of Scott County at the Northern Fayette County border, the Lexington urbanized area and the two Jessamine County cities: Nicholasville and Wilmore.

Fayette and Jessamine County governments and the cities within actively participate and have regular representation on the various MPO committees. In consultation with Scott County on June 4, 2014 (following the 2010 Census that added a small portion of Scott County to the MPO Urbanized Area) Scott County Officials decided not to actively participate or be represented within the MPO process at this time. There was an interest to revisit participation in the future. The MPO pledged to continue conscientious coordination with Scott County in the on-going transportation planning process.

Lextran is the designated recipient of Federal Transit Administration funds designated for the urbanized area. Lextran constitutes an agency and instrumentality of the LFUCG and a political subdivision and public body corporate of the Commonwealth of Kentucky created pursuant to KRS 96A.020(1) for the purpose of promoting and developing mass transportation in its transit area and adjoining areas. The Board of Directors of Lextran manages, controls, and conducts the business, activities, and affairs of Lextran pursuant to KRS 96A.040(1) and may employ an Executive Director or General Manager pursuant to KRS 96A.070 (1).

In addition, Bluegrass Community Action, Bluegrass Ultra Transit (BUS) provides regional public transit between the city of Nicholasville and Lexington (hereinafter referred to as Jesslex). Federated Transportation Service of the Bluegrass (FTSB) also provides para-transit Medicare transportation services within the MPO planning area.

#### **Performance-Based Transportation Planning & Programming**

The MPO will develop and carry out a performance-based metropolitan transportation planning process in cooperation and consultation with KYTC and Lextran for Fayette and Jessamine Counties.

- KYTC and the MPO mutually agree to share available data related to performance measurement and target setting with each other, subject to the policies and procedures of each agency. Examples of such data include, but are not limited to traffic counts, travel times/speeds, socioeconomic data, travel demand modeling information, transit ridership data and infrastructure condition measures.
- The MPO will plan and program projects that contribute to the achievement of KYTC's statewide performance targets and/or commit to quantifiable performance targets for the metropolitan planning area or any portion thereof.
- KYTC will notify the MPO as soon as practicable upon the establishment and/or modification of its performance targets.
- Quantifiable performance targets must be approved by the MPO Policy Committee and reported to KYTC within 180 days of the establishment of statewide performance targets by KYTC.
- The MPO will consider integration of relevant goals, objectives, and performance measures and targets developed by KYTC and Lextran into the transportation plans, programs and processes of the MPO. KYTC and Lextran will consider integration of relevant goals, objectives, and performance measures and targets developed by the MPO in decisions regarding their plans and planning activities within the MPO planning area.
- The MPO, in collaboration with the KYTC and other agency partners, will develop, implement, and maintain a Congestion Management Process to assist in the identification and selection of projects for the Transportation Improvement Program (TIP) and Metropolitan Transportation Plan (MTP). The Congestion Management Process will be consistent with the KYTC's statewide performance targets or the MPO's performance targets as applicable.



### **Metropolitan Transportation Plan (MTP)**

In cooperation and coordination with KYTC, Lextran and other agency partners, the MPO will develop and maintain a Metropolitan Transportation Plan (MTP) in compliance with all relevant laws and regulations. The MPO shall review and update the transportation plan at least every five years to confirm the transportation plan's validity and consistency with current and forecasted transportation and land use conditions and trends, and to extend the forecast period to at least a 20-year planning horizon.

- The MPO will initiate, in consultation with KYTC, Lextran and other agency partners, the selection of projects to include in the MTP. The initial list of MTP projects will be confirmed, supplemented by or revised by public input received during the public comment period of the MTP. The MPO will receive and address all comments and include documentation as part of the MTP.
- KYTC will provide the MPO with sufficient details, including location, description and cost for projects proposed or endorsed by KYTC for inclusion in the MTP.
- LFUCG {including the Division of Engineering, Traffic Engineering, and other agencies as appropriate} will provide the MPO with sufficient details, including location, description and cost for projects proposed or endorsed by the LFUCG for inclusion in the MTP.
- Lextran will provide the MPO with sufficient details, including location, description and cost for projects proposed or endorsed by Lextran and the MPO for inclusion in the MTP.
- At the request of the MPO, KYTC will provide preliminary system-level estimates of costs necessary to adequately operate and maintain the Federal-aid highway system within the planning **area**. The MPO may adjust these preliminary cost estimates with KYTC's concurrence.
- At the request of the MPO, Lextran, BUS, FTSB, Jessamine County Fiscal Court and the cities of Nicholasville and Wilmore, LFUCG agency partners including Engineering - Traffic Engineering - Streets and Roads and other agencies as necessary will provide preliminary system-level estimates of costs necessary to adequately operate and maintain the local highway system and transit systems within the planning area. The MPO may adjust these preliminary cost estimates with KYTC's concurrence.
- At the request of the MPO, KYTC will provide available information on historic levels of transportation expenditures for Fayette and Jessamine Counties and the state of Kentucky; an estimate of current typical annual transportation spending at the **state** level; an estimate of the annual construction cost inflation rate over the time horizon covered by the MTP; and an estimate of the annual rate of change of transportation spending over the life of the MTP. The MPO may adjust the annual construction cost inflation rate based on local conditions. Upon agreement with KYTC, the MPO may also adjust the annual rate of change of transportation spending.
- The MPO is responsible for developing a financially reasonable MTP in consultation with KYTC, Lextran and other agency partners, and will be in compliance with current federal planning regulations set forth by the Federal Highway Administration {FHWA} and Federal Transit Administration (FTA). The MTP will follow public participation guidelines outlined in the MPO Participation Plan and in compliance with state and federal regulations.

- The MPO will prepare necessary amendments and/or administrative modifications to the MTP that will include a project description, location, cost estimates, and impact on financial constraint, if applicable. Amendments and administrative modifications will follow the procedures outlined in the latest approved MPO Participation Plan.
- The final MTP will be approved by the MPO Transportation Policy Committee and will include a financial plan that clearly states the methods and assumptions used to determine the financial reasonableness of the MTP.

### **Transportation Improvement Program (TIP)**

In cooperation and coordination with KYTC, Lextran and other agency partners, the MPO will develop and maintain a Transportation Improvement Program (TIP) as the short-range program of projects for the MPO **area**. The TIP will be consistent with all federal requirements and will cover a period of no less than four years at the time of its adoption, and it will be updated at least every four years. The final TIP will be approved by the MPO Policy Committee.

- Projects included in the TIP will be consistent with the Kentucky Highway Plan, developed by KYTC in cooperation with the MPO and reviewed/approved biennially by the Kentucky General Assembly.
- The MPO is responsible for developing a fiscally constrained TIP. The cooperative process for completing the TIP Financial Plan shall be as follows:
  - a. For federal funding categories not sub-allocated to the MPO, the financial plan is based on the fiscal constraint maintained by the KYTC and demonstrated in the Kentucky STIP.
  - b. KYTC will provide an estimate of available federal funds for the funding categories that are sub-allocated to the MPO.
  - c. The MPO will ensure that fiscal constraint is maintained for funds that are sub-allocated to the MPO.
  - d. The MPO is responsible for ensuring that the estimated available funds and project costs in the TIP reflect year of expenditure (VOE) amounts. KYTC, Lextran, and other agency partners will assist the MPO in identifying VOE costs for TIP projects.
- At the request of the MPO, KYTC will provide cost estimates and project schedules for projects sponsored or endorsed by KYTC. LFUCG (including the Division of Engineering, Traffic Engineering, and other agencies as appropriate) will provide this information for projects proposed or endorsed by the LFUCG for inclusion in the TIP. KYTC may, at its discretion, provide cost estimates for projects sponsored by other agencies.
- The MPO will amend or modify the TIP as needed to reflect changes in project implementation schedules and costs; the development of new operations, maintenance or safety projects by KYTC; or successful grant applications for federal program funds.

### **Participation Plan**

In compliance with metropolitan planning regulations, the MPO has developed a Participation Plan which outlines a formal public involvement process, including public notice and comment periods, which is followed in the development of the TIP and MTP. The MPO agrees to follow its public involvement process **as a** part of all metropolitan-wide transportation planning initiatives. The MPO will review the Participation Plan annually and initiate a major update on a 5-year cycle or as determined by the annual review. Minor revisions to the Participation Plan will not require public review and notifications.

### **Annual Listing of Obligated Projects**

The MPO will develop an Annual Listing of Obligated Projects outlining all projects within the metropolitan planning area for which funding has been obligated over the past fiscal year.

- Following the end of each fiscal year, KYTC will provide information to the MPO on funds obligated under 23 U.S.C.
- Lextran and BUS will prepare an annual listing of obligated projects that meet all applicable Federal requirements and will share the information with the MPO on funds obligated under 49 U.S.C. Chapter 53 or other funding sources.
- The MPO will provide the annual listing of obligated projects to KYTC in time for KYTC to submit the listing to FHWA by the Federal deadline.

### **Unified Planning Work Program**

The MPO will annually prepare a Unified Planning Work Program (UPWP) for the following fiscal year based on anticipated funding levels. The MPO will submit a copy to all applicable parties for review and determination of eligibility, in accordance with established schedules and document routing requirements.

- The MPO will coordinate with KYTC, Lextran and other agency partners to determine appropriate work tasks to be included in the UPWP.
- Funding parameters for the UPWP will be determined by the amount of Kentucky Metropolitan Planning (PL) funds distributed to the MPO by the Kentucky MPO Council. This is determined each year in consultation with KYTC. Additionally, the inclusion of FTA funds shall be considered during the development of the UPWP.
- The MPO will coordinate with Lextran on the development and submittal of the FTA 5303 application. The LFUCG contracts with Lextran for all transit services, with Lextran as the recipient of FTA funds. The MPO will not be responsible for providing the local match to FTA 5303 funds, unless otherwise negotiated.

### **Committee Membership**

- KYTC will be permitted to appoint at least one voting member to the MPO Policy Committee and at least two voting members to the MPO Technical Committee.
- Lextran will be represented by the General Manager on the MPO Policy Committee, with voting membership.
- Lextran transit staff will be permitted one voting member on the MPO Transportation Technical Coordinating Committee (TICC).

### **Transit Coordination**

The MPO will coordinate with Lextran and other regional transit providers on matters related to public transportation as they pertain to the MPO transportation planning process.

- The MPO will provide input to Lextran on MPO related planning projects and can represent the MPO on Lextran committees or meetings on an as needed or ad-hoc basis.
- The MPO will coordinate with Lextran to ensure that all identified transit-related projects are included in the TIP.
- The MPO, Lextran and KYTC agree that the public and agency outreach procedures for TIP Amendment and Administrative Modification processes included in the Participation Plan are adequate to meet the public input required for Lextran's Program of Projects (POP) and meet the intent of the federal planning regulations.
- The MPO will coordinate and assist Lextran and other public transit providers in the development of the Coordinated Public- Human Services Transportation Plan

### **Termination and Modification**

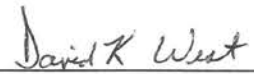
- It is the intent of the MPO, KYTC, and Lextran to carry forward the planning process on a continuing basis. It is the intention of the parties that this agreement will be in effect for a period beginning on the execution of this agreement.
- This agreement will remain in effect until terminated or superseded by a new agreement. Any agency subject to this agreement may withdraw from the agreement by giving thirty (30) days written notice to all other agencies subject to the agreement. In the event that an agency withdraws from this agreement, the rights and responsibilities of the remaining agencies will remain unchanged with respect to each other until this agreement is amended or replaced.
- In the event that this agreement requires modification for any reason, the required modifications may be accomplished through the execution of a letter modification or supplementary agreement between all agencies subject to this agreement.
- This agreement may be amended or replaced with a new agreement at any time upon the written consent of all remaining signatory agencies. In the event that this agreement is replaced with a new agreement, this agreement will become null and void when the new agreement goes into effect.

### **Dispute Resolution**

- Should a dispute arise which cannot be resolved between agency staffs and/or MPO committee members, the matter will be elevated to agency executives and, if necessary, the governor. The Federal Highway Administration (FHWA), Federal Transit Administration (FTA) and any other relevant agencies will be consulted throughout the dispute resolution process, as needed, and their input will be taken into consideration in attempting to resolve disputes. In the event that a dispute cannot be resolved, any signatory agency to this agreement may withdraw from the agreement as described above under Termination and Modification.


The signatures below signify the acceptance and approval of this agreement.

**LEXINGTON AREA METROPOLITAN PLANNING ORGANIZATION**

  
\_\_\_\_\_  
DAVID WEST  
JESSAMINE COUNTY JUDGE EXECUTIVE  
LEXINGTON AREA MPO POLICY COMMITTEE CHAIRMAN

7/12/17  
\_\_\_\_\_  
DATE

**COMMONWEALTH OF KENTUCKY  
TRANSPORTATION CABINET**

  
\_\_\_\_\_  
GREG THOMAS  
KYTC SECRETARY of TRANSPORTATION

8/8/17  
\_\_\_\_\_  
DATE

**TRANSIT AUTHORITY OF LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT (LEXTRAN)**

  
\_\_\_\_\_  
CARRIE BUTLER  
LEXTRAN GENERAL MANAGER

7/12/17  
\_\_\_\_\_  
DATE

**APPROVED AS TO FORM & LEGALITY  
TRANSPORTATION CABINET**

  
\_\_\_\_\_  
OFFICE OF LEGAL SERVICES

7/31/17  
\_\_\_\_\_  
DATE