



**Lexington Area Metropolitan
Planning Organization**

Serving Fayette and Jessamine Counties

***Annual Performance and Expenditure Report
Fiscal Year 2018
July 1, 2017 through June 30, 2018***

Unified Planning Work Program Funding Sources:

FHWA PLANNING FUNDS

FTA 5303 FUNDS

KYTC Match

LFUCG Match

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*Note: The Lexington Fayette Urban County Government (LFUCG) Division of Community Development (CD) tracks and accounts for Lexington Area MPO expenditures and funding within the structure of the Lexington Fayette Urban County Government (LFUCG) grants accounting/reporting system. The LFUCG Community Development / Grants Section staff develops financial reports for the Lexington Area MPO. Continuous coordination throughout the fiscal year occurs between MPO staff and Community Development Grants Coordinators.

The MPO adheres to guidance from LFUCG Community Grant Coordinators to adjust charging of expenditures to UPWP elements and funding sources. The MPO and the LFUCG Division of Community Development will continue to work to improve and enhance future financial reporting by UPWP elements. The following is a compilation of work items listed by staff in the completed FY-2018 MPO monthly and quarterly reports that follows the format of the FY-2018 Unified Planning Work Program.

INTRODUCTION

The Performance and Expenditure report describes the urban transportation planning activities performed or managed by the Lexington Area Metropolitan Planning Organization (MPO) - the MPO for the Central Kentucky urbanized area. The report covers Fiscal Year 2018, beginning July 1, 2017 through June 30, 2018. Applicable federal statutes are 23 USC 134 and 49 USC 5303. The primary federal regulations are 23 CFR 450 and 49 USC 613.

The urban transportation planning area is Fayette and Jessamine counties. It encompasses a two county area of 457.65 square miles (Fayette = 284.52 and Jessamine = 173.13). The area's total population as July 1, 2017 was 375,334 (Fayette = 321,959 and Jessamine = 53,375). The Lexington Area MPO region is part of the Lexington-Fayette Kentucky Metropolitan Statistical Area (MSA).

This report contains a brief purpose and brief descriptions of activities undertaken by the MPO staff during Fiscal Year 2018 for each work element within the Unified Planning Work Program (UPWP). If quantifiable measures of time or effort were available, they are listed with the work item. Work items are listed sequentially by quarter unless they were on-going items conducted throughout the fiscal year. Work items are categorized by either a product or an effort although there is often crossover between these categories. Finally, if there were delays or problems in completing the products for the work elements they are listed in the summary at the end of each of each program element.

REVISIONS of FY-2018 UNIFIED PLANNING WORK PROGRAM (UPWP)

*There were no revisions to the FY-2018 UPWP

**1.1 INVENTORY & MONITOR – TITLE VI/ADA – PARTICIPATION –
COORDINATION/CONSULTATION - FY-2018**

Inventory and Monitor Purpose:

1. Monitor: Community growth dynamics; local, state, and national laws, ordinances, regulations, requirements, policies; transportation relevant trends, planning, best practices, studies, and issues regarding all modes of travel.
2. Monitor environmental and air quality information as related to transportation.
3. Monitor, collect and update roadway, transit, Census and other demographic / socioeconomic and statistical information.
4. Coordinate, communicate and provide useful information to KYTC and many other important stakeholders including citizens / public and elected representatives.
5. Review and evaluate the general performance, operating characteristics and trends of the overall transportation system.

Title VI/ADA Purpose:

Meet 23 CFR 450.334 (a) (3) requires that the transportation planning process is being conducted in accordance with all applicable requirements of Title IV of the Civil Rights Act of 1964 and the American with Disabilities Act of 1990.

Participation Purpose:

Continuously **monitor, measure, and understand** shifting / changing community values. The MPO process strives **to inform** and **seek input and participation** from all stakeholders. By informing, listening, learning and effectively communicating with the community, the transportation planning process is developed to **meet community visions, goals, and objectives**.

The Lexington Area MPO utilizes surveys and its website, Twitter, Facebook, and electronic Newsletters for participation and information dissemination purposes. The work products and performance measures are presented below.

➤ **MPO Website:**

Updated MPO website throughout fiscal year as follows:

- Various meeting notices events and other miscellaneous information and notices

- Participation Plan review periods
- Bicycle Pedestrian Master Plan (BPMP) update public input drafts, input opportunities, and other miscellaneous information
- Kentucky Transportation Cabinet (KYTC) Six Year Plan update process (or SHIFT) information
- Transportation Improvement Program (TIP) update, modifications and amendments
- Transportation projects information
- Draft TIP and MTP public review notices
- UPWP and other MPO documents
- Created a “Traffic Management Study” page
- Updated website information regularly
- Completed substantial revisions to the MPO website including content and overall reorganization.
- Updated MPO website including MTP infographics, public survey, TIP modifications, air quality forecasts and public meeting notices
- Heavily promoted the MPO website and resources per the alternative transportation mobility marketing campaign

Performance Measures of Website:

- First quarter (July-September 2017):
 - 1,527 visits from 1,123 users - 3,124 page views
- Second quarter (October-December 2017):
 - website had 2,289 visits from 1,796 users - 4,350 page views.
- Third quarter (January-March 2018):
 - 1,671 visits from 1,166 users - 4,140 page views
- Fourth quarter (January-March 2018):
 - 7,314 visits from 6,129 users (84% were new users) - 12,490 page views

Totals for MPO Website FY-2018:

- Website visits = 12,801 from 10,214 users - Page Views = 24,104

Staff completed major edits on several pages of both the MPO and the LFUCG websites throughout FY-2018

➤ **The MPO's Twitter Site:**

- Followers:
 - First Quarter = 2,064 to 2,056 (- 8) *Twitter purged inactive accounts
 - Second Quarter = 2,056 to 2,067 (+11)
 - Third Quarter = 2,067 to 2,079 (+12)
 - Fourth Quarter = 2,079 to 2,093 (+14)

➤ **The MPO's Facebook Site:**

- First quarter:
 - 841 likes (+19) - 154 engaged users - Reached 1,061 unique users
- Second quarter:
 - 841 to 870 likes (+29) - 179 engaged users - Reached 2,136 unique users
- Third quarter:
 - 870 to 881 likes (+11) - 134 engaged users - Reached 2,026 unique users
- Fourth quarter: *Note: Marketing Campaign boost this quarter
 - 949 to 1,017 likes (+68) - 4,402 engaged users - Reached 155,564 unique users (active marketing campaign time period)

Totals for Facebook FY-2018:

- 3,609 likes - 4,869 engaged users - 160,787 unique users

Products of Element 1.1:

- Submitted 3 bi-monthly Title VI progress reports to the KYTC Title VI Compliance Officer.
- Prepared map of KYTC transportation projects located along Fayette County corridors for the LFUCG Corridors Commission.
- Produced 6 project status reports for the Project Coordination Team with KYTC District 7, LFUCG, Jessamine County and other key transportation project stakeholder officials.
- Prepared and submitted a draft Title VI Program Plan to the KYTC for review; revised draft Title VI Program Plan per KYTC reviewers input received; finalized and received TPC approval of MPO Title VI Program Plan on 10/26/17.
- Prepared draft of updated Participation Plan and solicited input from TTCC and TPC Committees. Held full staff review of existing Participation Plan; noted all areas in need of update; noted items to add considering recent Title VI audit; created schedule to complete; completed 45-day public review period for the 2018 Participation Plan; received TPC approval on 3/21/18
- Submitted annual Title VI accomplishments report to KYTC.

Efforts for Element 1.1:

Continuous Committee/Board Coordination / Consultation Efforts:

*Note: Regular internal MPO Committee meetings appear under Element 4.1 Program Administration. The following coordination and consultation efforts are more external outreach efforts by the MPO to inform and enhance regional coordination.

- Blue Grass Airport Board – MPO staff attended all monthly meetings.
- Jessamine County Transportation Task Force - The MPO Manager and selected staff attended and participated in all FY-2018 meetings - 1 in first quarter, 1 in second, 1 in third, and 1 in fourth for a total of 4 meetings.
- Lextran Board - Attended all monthly Lextran (Transit Authority of Lexington KY) Board meetings.
- Tree Board – Attended all 8 meetings.
- Food Percolator Group - Attended all quarterly meetings that concerns regional food hubs and transportation impacts of local food distribution.
- LFUCG Corridors Commission - Attended 11 meetings to provide this committee technical transportation planning assistance.
- KYTC Statewide Planning - Attended all 3 KYTC Statewide Transportation Planning MPO/DHO meetings held in FY-2018.
- MPO/KYTC District 7 Project Coordination Team – Conducted 6 bi-monthly meetings for the Project Coordination Team with KYTC District 7, LFUCG, Jessamine County and other key transportation project stakeholder officials.
- Bluegrass Area Development District Regional Transportation Advisory Committee – Attended all 6 meetings and assisted with various tasks of the committee such as KYTC SHIFT process (*staff presented the BPMP at the November meeting).
- Bluegrass Area Development District Regional Planning Committee – Attended 1 meeting.
- LFUCG Planning Technical Committee – Staff attended all monthly meetings to coordinate on transportation impacts for all modes for land use development plans.
- LFUCG Planning Subdivision Committee – Staff attended all monthly meetings to advise the committee on transportation impacts for all modes on development plans.

- LFUCG Planning Zoning Committee – Staff attended all monthly meetings to advise the committee on transportation impacts for all modes on zone changes.
- Attended 2 LFUCG Planning Commission Work Sessions (8/24 and 8/31) for transportation areas discussion of Comprehensive Plan Update Goals and Objectives.
- Commission for Citizens with Disabilities – Staff attended all 13 meetings and served as Secretary to the Commission (first quarter 6 meetings; second 1; third 3; fourth 3).
- Bluegrass Bike, Hike and Horse Trails Alliance – Attended 2 meetings to discuss regional trail connection opportunities (first and second quarter).
- University of Kentucky Facility and Education Bicycle Advisory Committee - Attended 12 monthly meetings.
- LFUCG Bike and Pedestrian Safety Working Group – 2-3 staff attended all 11 monthly meetings and assisted with development and implementation of various pedestrian safety strategies.
- LFUCG Streets and Roads Paving Maintenance meetings: Attended 42 weekly meetings.
- LFUCG/KYTC Operations and Maintenance Coordination: Attended all 9 meetings.
- Town Branch Commons Technical Advisory Committee: Attended all 5 meetings.

General Coordination / Consultation Efforts:

- Participated as mentors in University of Kentucky Engineering Design Week projects
- Completed a brief Title VI training required by KYTC.
- Several staff attended Parks and Rec Master Plan Steering Committee meeting #4
- Gave presentation on MPO process to Bluegrass Chapter of Association of State Highway Engineers.
- Attended meeting with KYTC Title VI Compliance Officer to discuss MPO areas of deficiency and set plan to achieve full compliance.
- Kept apprised of ADA improvements including curb ramp installations associated with repaving projects.
- Monitored all new development, infill, and re-development cases; noted and advised on transportation Title VI and ADA issues each quarter throughout FY-2018.

- Attended Minority Business Expo at the Civic Center. Listened, learned and made new potential minority business vendor contacts
- Conducted several internal meetings to discuss Title VI census data analysis and mapping project.
- Kept apprised of ADA improvements including curb ramp installations associated with repaving projects.
- Attended Kentucky Chapter of American Planning Association meeting.
- Attended ITS & AV Peer Exchange with Louisville, Lexington and KYTC representatives.
- Participated in a panel discussion on the future of transportation at the Planetary.
- Participated in a panel discussion hosted by Fayette Alliance for the Citizen Planning Academy.
- Met with HDR Engineers at their request to discuss overall transportation planning and various projects.
- Attended Bluegrass Tomorrow Regional Land Use Planning Committee

1.1 General Efforts:

- Continuously monitored local, state and national laws, regulations, requirements, policies, best practices, and trends related to transportation.
- Monitored planning, engineering, traffic engineering, transit and other transportation related publications.
- Monitored news sources, mainly Jessamine Journal and Herald Leader newspapers for relevant Transportation Planning information.
- Reviewed monthly Lexington Fayette and Jessamine County Comprehensive Plan amendments and development and implementation efforts by regular coordination with Fayette Planning Commission and Jessamine Joint Planning Commissions and officials.
- Met with LFUCG Geographic Information System (GIS) staff and communicated regularly throughout the year to communicate and solve technical problems, GIS needs, challenges and uses to increase GIS capabilities for the MPO.
- Assisted LFUCG Planning Director and Commissioner with ongoing transportation planning information to communicate at bi-monthly coordination meetings with the University of Kentucky.

1.2 PROFESSIONAL STAFF DEVELOPMENT – FY-2018:

Element Purpose:

The purpose of this planning element is to seek out the best and most applicable, practical and cost effective training for the MPO Planners. This motivates and empowers the staff with knowledge and resources to perform their responsibilities at a higher level of effectiveness and confidence. Webinars have proven to be a very efficient and cost effective way to receive good and current training for staff.

Products / Efforts of Element 1.2:

- The promised products of this element are the selection, attendance, and participation in comprehensive, targeted and effective **training and development opportunities**. MPO staff can then utilize the best information, practices, and knowledge to carry out the most effective transportation planning process possible in all UPWP elements:
 - Attended webinar titled “Parking counts – Understanding demand in cities”
 - Attended Webinar titled “Development of Crash Modification Factors for Pedestrian Crossing Treatments”
 - Attended Webinar titled “Design Innovation and the MUTCD Experimental Process”
 - Staff attended KY State GIS Conference in Louisville.
 - Staff attended learning session for Online GIS given by LFUCG GIS Dept.
 - Attended webinar titled “Sustainability in the City of Nashville”
 - Attended webinar titled “A New Tool for Tracking Rental Values in TODs.”
 - Attended ACEC – KY/FHWA/KYTC Partnering Conference in Louisville.
 - Attended webinar titled “Place-making and Public Art”
 - Several staff attended two day Safe Streets Academy training in Orlando
 - Attended Safe Streets Academy Distance Learning Module: Planning and Designing for Active Communities.
 - Attended APA webinar: Catalyzing Walkable Redevelopment.
 - Attended FTA webinar: Manual on Pedestrian and Bicycle Connections to Transit
 - Attended webinar: Making Signals Work for Bicycles and Pedestrians

- Attended “University Cities” Conference at UK.
- Attended Webinar: Talking Freight – Freight Deliveries and the Last 50 Feet of the Supply Chain
- Attended Audio Conference: Land Use, Mobility, and Technology in Urban Areas
- Attended LFUCG Lunch and Learn: Planning for Automated Vehicles
- Attended Safe Streets Webinar: Creative Place-Making & Prototyping to Reduce Speed.
- Attended Safe Streets Webinar: Planning and Design for Transit.
- Attended Safe Streets Academy two-day Lexington Workshop.
- Attended APA Webinar: Land Use, Mobility and Technology in Urban America.
- Attended APA Webinar: International Perspectives on Urban Planning in the U.S.
- Attended APA Webinar: Big House, Back House, Little House... ADU?
- Attended Workshop “Where Diversity and Inclusion Meet Implicit Bias”.
- Attended Workshop “Complete Streets in the Age of Automated Vehicles”
- Attended Workshop “Choosing the Right Bike Share for your Community or Campus”.
- Attended Plenary “Thinking holistically to build more equitable, healthy and resilient communities”
- Attended Workshop “State policies that enable and regulate E-bikes”.
- Attended National Bike Summit.
- Attended APA Webinar: Planning for Environmental Justice and Healthy Communities
- Attended Kentuckians for Better Transportation Conference.
- Attended APA Webinar: Enhancing social engagement to achieve sustainability in transportation planning.
- Attended Safe Streets Academy Distance learning module #6.
- Attended Continuous Highway Analysis Framework (CHAF) training
- Attended APA Webcast: Planning for Broadband
- Attended tour of The Summit at Fritz Farm mixed use development

- Attended Safe Streets Academy South Bend, IN Workshop.
- Attended APA-KY Spring Conference in Berea, KY
- Attended APA Webcast: International Perspective on Urban Planning in the U.S.
- Attended Webinar: Fire Trucks & Vision Zero
- Attended Course: Travel Demand Forecasting (TDF) Modeling 101
- Attended webinar on FTA funding opportunity for TOD corridor planning
- Attended internal LFUCG Grant Administrator's coordination meeting and Grants group workshop.

Element 1.2 Problems:

- ❖ With convenient, economic, efficient and informative webinars again making up the bulk of staff development opportunities during FY-2018, there were no significant problems in this element. The MPO continued to take advantage of select quality travel conference and workshop opportunities to provide staff with good developmental and training experiences.

2.1 CONGESTION MANAGEMENT PROCESS – FY-2018:

Element Purpose:

The Congestion Management Process (CMP), under MAP-21 and now FAST Act is a systematic process that provides information on transportation system performance and alternative strategies to alleviate congestion and enhance the mobility of people and goods. The Lexington Area Congestion Management (CM) program includes the Congestion Management Committee (CMC) that is chaired voluntarily by our KYTC Liaison, with the administrative assistance of the MPO staff. The items listed below describe FY-2018 Congestion Management Process products and work efforts accomplished:

Products of Element 2.1:

- Produced spreadsheets, graphs, and maps to document monthly and annual congestion trends for selected Congestion Management network routes (Winchester Road) using BlueTOAD system Travel Time Index (TTI) data.

- Reviewed, documented, and presented annual congestion trends at most congested time-of-day in a week and most congested month in a year for recurring congestion such as bottlenecks and poor signal timing. Utilized Google live and typical traffic maps as data source.
- Reviewed, documented and presented most congested road segments for non-recurring congestion, such as incidents, bad weather or special events using Google traffic maps data source.
- Coordinated with various Local Public Agencies (LPAs) to complete and submit CMAQ project proposal applications; calculated pollution emission reductions; coordinated TTCC and TPC prioritization of proposed CMAQ projects and submitted priority results to KYTC.

Efforts for Element 2.1:

- Congestion Management Committee (CMC) meetings – CMC met in August, October, February, April, and June. Committee packets, agendas, minutes, and supplemental materials planned, prepared and distributed for each CMC meeting.
- Presented regular updates, results, and conclusions of the Beaumont Area Traffic Study to CM Committee. Worked with consultants, Lextran and UK staff to analyze and compare data sources and schedule presentations.
- Worked on BlueTOAD data analysis and ranked corridor congestion levels for the Metropolitan Transportation Plan update and reported out at CMC meeting.
- Regularly updated the annual congestion trend BlueTOAD data working with Traffic Engineering and presented at CM Committee meetings. Met monthly with LFUCG Traffic Engineering to keep updated.
- Produced hourly traffic congestion fluctuation information for the 2018 Comprehensive Plan.
- Presented results of the completed Man O War (I-75/I-64 / Hamburg Area) Small Area Study to the Urban County Council Environmental Quality and Public Works Committee. Worked with staff from LFUCG Traffic Engineering, Engineering, and Environmental Quality and Public Works Commissioner to develop presentation.
- Worked with KYTC and Traffic Engineering staff throughout year to develop the ITS-CMS projects and submit application to KYTC for FY-2019. Worked with KYTC staff to obtain FHWA authorization of funds.
- Reviewed specifications of traffic signal system controller and traffic management system requirements.
- Reviewed a research article titled “2017’s Best & Worst Cities to Drive In” published by WalletHub: Lexington ranked 12th best out of 100 major US cities in terms of overall driving experience, safety and infrastructure.
- Reviewed FHWA Traffic Volume Trends report and presented at CM meeting.
- Reviewed FHWA transportation performance management (TPM) and CMAQ program performance measures Final Rules.
- Reviewed “Seven (7) Smart City Solutions to Reduce Traffic Congestion.”
- Reviewed “Evaluating Arterial Congestion and Travel Time Reliability Performance.”

- Reviewed and studied FHWA Performance Management requirements in 23 CFR 490 Subparts A & E and worked with KYTC staff
- Reviewed “The top 3 traffic apps for Android and iOS. The apps are Waze, Google Traffic, and INRIX.”
- Reviewed “FHWA transportation performance management digest” website for congestion management and research topics.
- Performed in-depth analysis on performance measures to assess the national highway system using the newly designed Level of Travel Time Reliability (LOTTR) metrics and facilitated discussion at CMC.
- Met with KYTC and Traffic Engineering staff to evaluate potential new data sources to replace the BlueTOAD data and comply with the FHWA’s Performance Management requirements.
- Worked with LFUCG Police Traffic Analyst and scheduled presentation at June CMC meeting of “Lexington 2017 Annual Traffic Report.” The presentation mostly focused on the worst collisions/incidents locations and attempted to identify whether there were roadway issues that contributed to the collisions/incidents.
- Reviewed road and lane closures planned for the 2018 road construction and maintenance season.

Element 2.1 Problems:

- ❖ No significant problems or delays in delivering the products of this UPWP element during FY-2018.

<i>2.1 AIR QUALITY PLANNING – FY-2018:</i>

Element Purpose:

The purpose of this element is to complete planning work that will assist with improving and maintaining better air quality by complying with the Federal “Clean Air Act” requirements as they apply to mobile sources in the Lexington Area.

Products of Element 2.3:

- Produced daily air quality index (AQI) forecasts using ozone and PM2.5 models and posted 4-day forecast results to the website daily for public information use.

Efforts for Element 2.3:

- Monitored all air quality issues through daily emails, correspondence and other methods.
- Produced air quality data and provided to LFUCG Long Range Planning for the 2018

Comprehensive Plan.

- Met to discuss staff cross training for Air Quality Index forecasting and reporting.
- Distributed CMAQ application notice to stakeholders
- Reported air quality monitoring results and CMAQ project TPC ranking results at the CMC meeting.
- Communicated with State Division of Air Quality staff for future Air Quality management teamwork.
- Researched and documented air quality trend data for 2012-2016 for the MTP.
- Recorded Ozone & PM2.5 concentration and AQI data on air quality monitoring spreadsheets.
- Posted 4-day Ozone & PM2.5 forecast AQI data on the MPO website daily.

Element 2.3 Problems:

- ❖ No significant problems or delays in delivering the products of this UPWP element during FY-2018.

2.2 TRANSPORTATION PLAN UPDATE – FY-2018:

Element Purpose:

The purpose of the Transportation Plan Update element is to document and reflect the goals, objectives, visions, and critical transportation investment decisions, policies, strategies, and priorities for the Lexington Area MPO. It is a framework from which all Federal requirements for a comprehensive, coordinated, and continuous process are met and from which transportation projects and programs can be implemented. The following covers specific work accomplished towards development, maintenance and implementation of the Metropolitan Transportation Plan (MTP).

Products of Element 2.2:

- Continued work on the statewide SHIFT program, completed “boosted” project recommendations and justification, and submitted to KYTC.
- Reviewed and coordinated with Planning Division to provide official comments for the Newtown Pike widening project (NCR to I-64/75) to the KYTC Environmental project consultants.
- Developed a timeline and task list for the MTP update.

- Completed the existing conditions phase of the Metropolitan Transportation Plan update and presented data to the TTCC and Transportation Policy Committee.
- Developed and presented “Future Trends in Transportation & Land Use” to the TPC.
- Produced MTP Public Survey.
- Reviewed, compiled, analyzed, and produced MTP survey results and discussed/developed strategy to present to the TPC. The final count of respondents were 2,244.
- Reviewed and drafted changes to the MTP Goals & Objectives and presented to TPC.
- Received TPC approval for a Lexington Area MPO Resolution to support the adopted KYTC’s Statewide Safety Performance Targets on January 24, 2018.

Efforts for Element 2.2:

- Attended to provide comment and support at 2 LFUCG Planning Commission meetings regarding transportation aspects of the Comprehensive Land Use Plan for goals and objectives and corridor development.
- Provided transportation planning support and production for development and implementation of plans, studies and projects including: LFUCG Comprehensive Planning.
- Reviewed and is continuing to learn to run the model for upcoming Planning updates.
- Three staff participated in a SHIFT projects selection coordination meeting held at KYTC D-7 with MPO Judge Executives input.
- Held conference call with Judge Executive West on SHIFT project selection and strategies.
- Attended / listened to the “Lexington Housing Market Study” presented by consultants.
- Held first internal MPO kickoff meeting to initiate a major update to the MTP.
- Conducted substantial data analysis phase of the MTP update
- Reviewed the Draft KYTC Six-Year Highway Plan with the TPC and compared with locally submitted priorities identified in the SHIFT process.
- Continued to monitor Legislative changes to the Draft KYTC Six-Year Highway Plan and inform officials of impacts to local project funding.
- Attended meeting with KYTC to discuss FHWA/KYTC performance measure requirements.
- Began and conducted weekly MTP update staff coordination meetings to keep on track.
- Provided support for development and implementation of plans, studies and projects including: LFUCG Comprehensive Planning.
- Held weekly MTP update staff coordination meetings.
- Promoted MTP Public Survey including press release and media campaign.
- Appeared on WKYT to discuss MTP and survey.
- Set up tables during A.M. and P.M. peak times to collect in-person surveys at the Lextran Transit Center in order to target the under-represented transit ridership.
- Participated in KYTC SHIFT 2020 kickoff work group.

- Began internal discussions and requested historical revenue and expenditure data for MTP financial projections.
- To inform the MTP update process, staff participated and provided technical assistance and/or input into various important on-going planning studies, plan implementation, and projects (technical & public meetings) that include those listed below:
 - UK master planning and implementation efforts
 - Jessamine County Neighborhood Access to Schools study.
 - Versailles Road (US-60) Corridor Improvements
 - Newtown Pike Extension plans and Small Area Plans
 - The Jessamine County Transportation Task Force Committee initiatives
 - Fayette County Infill and Redevelopment plans and implementation
 - Downtown planning efforts
 - Community Wide Congestion Management Study implementation
 - Man o' War Boulevard Traffic/Congestion Management study
 - Regional Bicycle and Pedestrian Plan update
 - I-75 – Man O War – Hamburg Small Area Study
 - Beaumont Area Traffic Study
 - Transit Facilities Inventory Analysis
 - Town Branch Commons Urban Bike and Pedestrian Pathway

Element 2.2 Problems:

- ❖ The MPO travel demand modeler retired in mid FY-2018 and have been steadily building TDM staff capability. The MPO has worked with KYTC and on-call consulting to execute needed TDM in the interim.

3.1 LANDUSE / TRAFFIC IMPACT ANALYSIS - FY-2018:

Element Purpose:

The purpose of this element is to provide transportation planning guidance and expertise to the Comprehensive Land Use Planning process, proposed zone changes for new development, Board of Adjustment case review, zoning ordinance text amendments, development plan review, and small area planning. This element will assist in the development of long and short-term land use development plans, identify

transportation issues, and lead to implementation of associated transportation needs. The MPO also provides community decision-making bodies and individuals with transportation impact information for private and public development proposals. This work effort results in better-informed decisions to facilitate the safe and efficient movement of people and goods upon the existing and future transportation systems in both counties of the MPO area.

Products of Element 3.1:

- Attended 7 LFUCG zone change Planning Commission meetings and produced 8 development traffic impact study review reports and presented at the hearings, answered questions and gave rebuttals.
- Researched, developed, and submitted a request for FHWA Planning (PL) funding for a Corridor Land Use & Transportation Plan for the Nicholasville Road Corridor.
- Worked with Long Range Planning to develop a vision statement for transportation related theme D “connectivity” for the comprehensive plan update.

Efforts for Element 3.1:

- Reviewed LFUCG monthly submittals of Zoning and Subdivision Plans for traffic and impacts and participated in all Zone Change Reviews (that included 9 traffic impact studies), Technical Zoning, and Subdivision Committees.
- Provided transportation planning analysis support concerning transportation and land use issues for 16 Jessamine County development proposals.
- Assisted Civil Engineers in production of Traffic Impact Studies for zone changes and Board of Adjustment applications (approximately 2 per month)
- Provided support and assistance to produce land use proposals review, analysis and transportation impact studies concerning issues for 3 Jessamine County development proposals.
- Provided traffic counts to several requesting entities (approximately 1-5 requests per week)
- Worked with several land use developer representatives for various developments for traffic impact study requirements and review.
- Provided on-going assistance on 2 previously filed TIS and reviewed 1 new TIS report.
- Met with University of Kentucky Transportation consultants to discuss strategies and methods for modeling the street network with a Rose Street closure scenario.

- Participated in field trip / site visit to property proposed for a zone change request for significant commercial development.
- Participated in a tour led by the North Limestone Community Development Corporation, to discuss community issues and to visit redevelopment sites in the “NoLi” district.
- Provided input and participated in several meetings to revise the B6-P Zoning Ordinance to help implement the 2018 Comprehensive Plan Goals and Objectives including increased residential density on principle arterials.
- Met Developers for site visit of proposed new commercial development at US-68 and Man O War Boulevard.
- Participated in weekly LFUCG Comprehensive Plan update themed meetings regarding zoning ordinance, neighborhoods, environment, community character, employment, and balance between urban and rural lands.
- Provided summary information about ITE traffic forecasting and other considerations to Jessamine County regarding typical conditional uses in the rural areas.
- Worked on proposed revisions to the Subdivision Regulations as they relate to transportation connectivity considering theme D of the comprehensive plan update.
- Participated in 4 meetings with various key stakeholders and one field trip for “Theme C” - Creating Jobs and Economic Prosperity, for the Comprehensive Plan update.
- Reviewed and submitted comments for “Theme C” language for Comp Plan update.
- Assisted with development of description of “Corridor Land Use and Transportation Study” for Nicholasville Road corridor. Requested PL funding for the study and received approval from the KYTC and Kentucky MPO Council.

Element 3.1 Problems:

- ❖ No significant problems or delays in delivery of the products or work efforts of this UPWP element during FY-2018. Zone change applications and their traffic impact studies have continued to increase steadily in line with steady U.S. and local economic growth.

3.2 MULTI MODAL / TRANS. ENHANCEMENT PLANNING - FY-2018:

Element Purpose:

The purpose of this planning element is to promote, enhance, and develop a multimodal, integrated, and balanced transportation system that provide alternatives and opportunities for safe, efficient, and healthy mobility and quality of life enhancement. This is achieved by on-going planning work to develop a more “complete street”, efficient and safe transportation systems that serve non-motorized and motorized mobility at a high level of service. Another purpose of this element is to plan for an aesthetically pleasing, environmentally sound, and context sensitive transportation system. Finally, this element supports planning that develops safe and efficient movement of people and goods and their transfer from one mode to another within the overall transportation system.

Products - Bike/Pedestrian 3.2:

- Compiled 12 months of Metro Count data from the permanent counters on Arboretum Woods and Legacy Trail and completed reports to BPAC, UK, and LFUCG Engineering.
- Attended weekly meetings with Streets and Roads, ATS, and Traffic Engineering and produced AutoCad bike lane markings and striping plans by as part of repaving maintenance.
- The most significant product of this planning element is the completion and adoption of the Bicycle and Pedestrian Master Plan (BPMP). The plan was officially adopted by the TPC on January 24, 2018. Many plan implementation efforts began quickly the latter half of FY-2018 in conjunction with transportation projects, maintenance, and land us development. See specific planning work efforts listed below for the BPMP update process.

Efforts - Bike/Pedestrian 3.2:

- Responded to 267 citizen and agency requests for information on bike and pedestrian issues.
- Reviewed and prepared comments on 166 development plans for inclusion of bike and pedestrian facilities and circulation.
- Corresponded on 139 plans approved by the Planning Commission for compliance with conditional signoff requirements for approval.

- Developed cost estimates for Cooper Drive and Alumni Drive repaving and minor widening projects for the UK.
- Worked with UK to reinstall bike racks with additional racks on South Limestone.
- Met regularly with LFUCG Parks and Recreation to align our master planning and public outreach efforts.
- Held meeting with Traffic Engineering and Engineering to discuss the application for the Safe Streets Academy.
- Discussed bike safety, planning and upcoming projects on Lexington Community Radio NOLI CDC radio hour.
- Gave a presentation to “Pedal for a Purpose” participants about bike and pedestrian planning in Lexington and Jessamine County.
- Worked with the “Nerd Squad” youth development program to evaluate transportation safety in the north end around Castlewood Park.
- Held calls with the consulting team for the BPMP to discuss plan progress and ongoing community outreach.
- Promoted the upcoming Traffic Safety 101 class by developing a flyer and posting to social media.
- Conducted interview with the National Complete Streets Coalition as a finalist city for the Safe Streets Academy.
- Had conference call with the Louisville Bike Share Manager to discuss the Pros and Cons of Louisville’s bike share program.
- Worked with consulting team on the bike and pedestrian network evaluation phase of the BPMP update.
- Attended meeting with Traffic Engineering to discuss pedestrian and bicycle safety impacts related to the HUB development on South Limestone.
- Attended meeting with Leestown Veterans Housing developer and Traffic Engineering to discuss the need for adequate pedestrian infrastructure for the planned development of veterans housing.
- Participated in the University of Kentucky annual campus bike count.
- Work with the NOLI Plant and Play Coalition project as it relates to transportation issues around Castlewood Park.
- Conducted Steering Committee meeting #3 for the BPMP update.
- Conducted fieldwork with the consulting team for the Bike and Pedestrian Master Plan.
- Met regularly each quarter with Traffic engineering to review bike lane marking plans.

- Met with Downtown Lexington Partnership consultant to discuss the design of the Short Street corridor.
- Met with GIS to outline process for bike map update and develop an online interactive map.
- Met with Parks & Rec to discuss potential 6th District wayfinding and signage project.
- Gathered and organized multiple transportation data sets for Environmental Quality and Public Works Department grant application.
- Presented transportation design project to UK engineering students as a client for a transportation design project to be completed during the semester.
- Met with Downtown Lexington Partnership consultant to discuss future design of the Short St corridor near the Historic Courthouse.
- Conducted interview with UK journalism student.
- Met with TomTom Lidar information systems.
- Presented a phone lecture to Penn State Landscape Architecture class regarding multi modal planning as it relates to site design and spatial analysis of public right of way.
- Attended inaugural Jessamine County Trails Group meeting.
- Conducted phone interviews with Smiley Pete Publishing for biking in Lexington article.
- Held the Life is Cycle bike ride to teach vehicular cycling scheduled for May 14 at 6pm.
- Conducted recorded interview with Lexington Community Radio on bike safety and bike month.
- Served on project evaluation jury for Civil Engineering. 429 graduate projects focused on connecting to the Town Branch Commons via the North Limestone Corridor.
- Conducted meeting with American Heart Association representatives regarding the benefits of multi-modal streets and how they can be champions for the health benefits of multi-modal streets.

Special Multimodal Projects 3.2:

- **Safe Streets Academy:**
 - Held two conference calls with oversight team to discuss implementation
 - Met twice with the Academy team to identify a pilot project.
 - Drafted concepts for the demonstration project.

- Met with Citizens Environmental Committee and Noli CDC to coordinate the location and implementation of the joint demonstration project.
- Prepared exhibits and conducted two public meetings regarding the demonstration project to gather public input.
- Held a follow-up public meeting on the conceptual project.
- Prepared for and hosted the Safe Streets Academy Team in Lexington. The two-day workshop including training and visits to the demonstration project.
- Conducted interview with Lexington Community Radio about the program.
- Held meetings with the contractor, traffic engineering, engineering, Vice Mayor Kay and CM James Brown for the project.
- Finalized estimates and quantities for the demonstration project.
- Performed inspection and oversight for the project installation.
- Performed data analysis and evaluation for the demonstration project.
- Conducted team project debrief meeting and next steps to continue to advance Safe Streets initiatives.
- Participated as a presenter in a national webinar for the Safe Streets Academy: “Creating Safer Streets with Demonstration Projects.”

➤ ***Bicycle & Pedestrian Master Plan Update:***

- Gathered input from underserved residents for the BPMP update at the north end fresh stop market.
- Gathered input from the Commission for People with Disabilities for the BPMP update.
- Worked with consulting team on the bike and pedestrian network evaluation phase of the BPMP update.
- Reviewed major and minor arterials and collectors for the inclusion of bicycle and pedestrian improvements and produced listing for BPMP.
- Held 6 calls with the consulting team to discuss plan progress.
- Reviewed and revised policy and program recommendations.
- Reviewed and revised draft network and project priority recommendations
- Completed final draft document and posted for public review
- Revised network and document in response to public input.
- Initiated a formal 30 day public review period on the final draft.
- Met with Parks and Recreation Master Plan consulting team to review plan overlaps in design, policy, maintenance and connectivity of trail networks.
- Gave a presentation to KYTC-D7 office on the BPMP update and the inclusion of multi modal infrastructure into all projects.

- Gave a presentation on the BPMP to the Greenspace Commission, Urban County Council and Transportation Policy Committee.
- Conducted radio interview with Lexington Community Radio to discuss the BPMP update and how to submit public comments.
- Held 4 calls with the consulting team to discuss plan progress.
- Reviewed and requested final BPMP deliverables in various digital and GIS formats for maintenance and implementation of the plan.
- Worked with the BPMP consulting team to complete final edits to the GIS files and final plan document.

➤ ***Lexington Bike Share:***

- Attended meetings with the University of Kentucky and the Downtown Lexington Partnership to coordinate efforts for a dockless bike share program.
- Organized and formed a Bike Share Advisory Committee to review and evaluate bike share companies.
- Requested information from 6 different bike share companies and held in person/digital meetings to learn more about the different business models.
- Attended meetings with 11 council members to inform them of the upcoming request for approval of the pilot shared mobility vehicle program.
- Continued work with the bike share advisory committee to prepare and edit an MOU for approval by the Urban County Council.
- Continued coordinating with UK for the bike share partnership.
- Conducted bike share stakeholder meetings with various governmental departments and local stakeholders to address the programs implementation.
- Worked with GIS to build a collector map to inventory bike share parking locations and geo-fence no go parking zones.
- Held meetings and coordinated with Mayor's Communications Office on PR campaign for launch of the bike share pilot program.
- Conducted phone interview with WKYT regarding bike share programs.

Products - Freight 3.2:

- Received approval on 9/5/17 by the FHWA for the submitted 18.581 miles of Critical Urban Freight Corridors within the MPO area, which is a part of the total 75 miles allocated for the state of Kentucky.
- Provided recommended changes to the KY Freight Network resulting from the LFUCG/KYTC road swap to KYTC.

Efforts – Freight 3.2:

- Reviewed current freight plans and MPO documents in preparation for the Freight Bi-annual assessment.
- Met with one industrial property owner in the Manchester/Forbes corridor to discuss development proposals for the area and their transportation desires/needs.

Products - Transportation Alternatives Program (TAP) 3.2:

- See transportation planning efforts below

Efforts - Transportation Alternatives Program (TAP) 3.2:

- Continued to provide guidance and assistance to LPAs to complete and submit TAP project applications throughout quarter.
- Continued to monitor progress of TAP projects in the Lexington area.
- Continued to communicate with KYTC about possible upcoming TAP cycles.
- Met with Engineering and worked with KYTC to resolve TAP funding transfer from the Elizabeth Street project (project terminated).

Element 3.2 Problems:

- ❖ No significant problems or delays in delivery of the products or work efforts of this UPWP element during FY-2018

<i>3.3 TRANSIT PLANNING - FY-2018:</i>

Element Purpose:

The purpose of this planning element is to provide technical planning support and transportation planning guidance to the Lexington Transit Authority (Lextran) and paratransit agencies including WHEELS, Federated Transit Services of the Bluegrass (FTSB), Bluegrass Community Action – Bluegrass Ultra-Transit Service (BGCA - BUS) and other public transit service providers and decision makers. This effort will help to enhance, encourage and support the use, efficiency, and systems interconnectivity of public transit within the MPO area. The MPO will assist in the development and implementation of public transportation planning and strategies; application for and acquisition of various funding for public transportation/transit projects and studies; and

assist with the implementation of transit plans, programs and projects. This work will help achieve many of the key goals and objectives of the MPO such as better air quality, congestion mitigation, and more mobility choices to the underserved populations and all people in our area.

Products of Element 3.3:

- The most significant product of this planning element was the completion of the “Transit Routes Facilities Inventory” database in GIS data format. This versatile product was immediately utilized by Lextran, several LFUCG and other agencies to analyze and prioritize transportation projects and efforts. The inventory was completed in the last quarter of FY-2018 but continues to be revised regularly for an up-to-date transit routes facilities inventory database.
- Coordinated design and placement for transit shelter for Winburn Drive at Community Action Center slated for construction in late 2017. Assisted to acquire a \$1,250 grant from LexArts for shelter.
- Provided Lextran with Census and other data to inform the development of the Coordinated Public Transit and Human Services Transportation Plan. Plan was completed in October 2017.

Efforts of Element 3.3:

- Attended Lextran public meeting regarding updates to the Coordinated Public Transit-Human Services Transportation Plan.
- Produced and gave presentation for Lextran Board meeting regarding the Lexington Area MPO Transportation Planning process.
- Coordinated pouring of bus shelter foundation at Winburn Community Action Center and on programming the construction of the structure.
- Met with building inspection staff about bus shelter structural specifications needed in building permits for bus shelters
- Attended 11 Via Creative board meeting as Co-Chair
- Conducted meetings with Living Arts and Sciences administrators and Lextran to gauge feasibility of bus shelter on LASC property.
- Attended 8 Federated Transit Services of the Bluegrass (FTSB) meetings as Chair of Board.
- Met with Lextran officials concerning possible shuttle/trolley service for 4th St

corridor as well as Distillery District.

- Participated as a judge for the Lextran Bus Rodeo
- Coordinated meeting with Lextran and Fayette County Public Schools Transportation to explore opportunities for collaboration to meet school transportation needs.
- Obtained structural engineer for Winburn bus shelter project – Poage Engineers.
- Attended presentation on Automated Vehicles by WSP Consultant.
- Established contact with TARC Planner to investigate and understand Louisville Dixie Highway BRT Project.
- Attended meeting with TARC planner and made contact for future visit of Dixie Highway BRT project.
- Attended public announcement for Gtran transit service in Georgetown scheduled to begin in February.
- Reviewed Transit Inventory samples from consultant and provided feedback towards final product.
- Obtained authorization to oversee financials for FTSB after passing as FTSB Treasurer.
- Submitted application for building permit to construct bus shelter at Winburn Community Action Center.
- Field checked Transit Stop Inventory data collected by consultants for Lextran.
- Met with Lextran to coordinate hosting a regional transportation provider's roundtable.
- Conducted round table discussion with regional transportation/transit providers to discuss gaps in services, opportunities and barriers to providing transportation to people with disabilities and seniors.
- Toured potential new facilities and assisted FTSB by providing information and consideration of sites for a new FTSB headquarters.
- Attended bus stop improvement public meeting at Lextran headquarters.

Element 3.3 Problems:

- ❖ No significant problems other than expected challenges with element 3.3.

3.4 MOBILITY COORDINATION - FY-2018:

Element Purpose:

The purpose of this planning element is to serve as a central contact for all inquiries concerning transportation service providers in the MPO area. The Mobility office coordinates with and provides information, education, outreach, promotion and marketing regarding all modes of transportation and transportation services within the MPO area, including transit, paratransit, ride-matching, vanpooling, biking, and pedestrian. Main goals of the Mobility Office are to reduce single occupancy vehicle usage, promote alternative modes of transportation, and provide better mobility to the community. This work helps to reduce traffic congestion, reduce parking demand, improve air quality, conserve energy, protect the environment, improve community health, and improve the quality of life through enhanced mobility.

Products of Element 3.4:

- Initiated a Budget Amendment for Council approval for the Alternative Transportation Marketing Campaign.
- Issued RFP, reviewed proposals and held selection committee meeting to selection marketing firm.
- Migrated Move It People content to the MPO website and completed substantial updates and revisions to the website.
- Reviewed, edited and approved all alternative transportation marketing campaign media content including web copy, TV and social media ads.
- Processed grant invoices including in-kind match documentation.

Efforts of Element 3.4:

- Participated along with several other LFUCG agencies on brainstorming meeting to develop the LFUCG Safe Streets marketing campaign and finalize an RFP for services.
- Worked to produce new RFP for next Mobility Marketing Campaign.
- Initiated and received Council approval of the marketing campaign contract.
- Held kick off meeting with the selected marketing firm and several staff to discuss scope of project.
- Corresponded weekly with marketing campaign consultants to prepare for the annual campaign launch in April.

- Coordinated regularly with marketing consultants to launch the alternative transportation campaign (see web & social media stats in 1.1)

Element 3.4 Problems:

- ❖ No significant problems or delays in delivery of the products or work efforts of this UPWP element during FY-2018.

3.5 PROJECT FORECASTING - FY-2018:

Element Purpose:

The purpose of this planning element is to provide the KYTC, LFUCG, FHWA, FTA and other key stakeholders and their professional project consultants with base year and future year traffic forecast information. This information comes from the MPO’s Travel Demand Model and is essential for planning studies, transportation improvement project design alternatives, project prioritization and long range planning and investment decisions within the MPO area. The MPO works with KYTC and FHWA partners to acquire resources to maintain update and enhance the MPO’s travel demand modeling capability.

Products of Element 3.5:

- Gathered socio-economic and other data and provided new data sets to consultant to update Traffic Analysis Zones. Working with consultants and in coordination KYTC completed the TDM base year update.
- Gathered data to update data sets and set meetings with planners to work complete future horizon years of 2020, 2030, and 2045 population growth assignments/distributions.
- In coordination with MPO staff, Stantec (consultants) completed network improvements and validation of the 2017 base year.

Efforts of Element 3.5:

- Continued to review documentation and coordinate with KYTC Planning staff to maintain and build travel demand modeling capability. Staff continued efforts to become familiar and learn to run and utilize the travel demand model for upcoming Planning updates.

- Attended the first meeting of the KYTC Model Users Group in Frankfort (11/16)
- Met with LFUCG Geographic Information Systems officials to discuss transportation infrastructure information.
- Reviewed Travel Demand Modeling (TDM) needs for upcoming MTP and began coordination efforts with KYTC.
- Coordinated with KYTC and hired on-call consultants to assist with the transition of the model from TransCad 5.0 to TransCad 6.0, and including on-call assistance in updating the TDM to a 2017 base year.
- Gathered socio-economic and other data concerning the 2017 base year TDM update.
- Met with Stantec to discuss work schedule and progress. Staff continues to coordinate regularly with project team on the model update. Future horizon years are 2020, 2030 and 2045.

Element 3.5 Problems:

- ❖ No significant problems or delays in delivery of the products or work efforts of this UPWP element during FY-2018.

<i>4.1 PROGRAM ADMINISTRATION - FY-2018:</i>

Element Purpose:

The purpose of this planning element is to provide management, coordination, resources, guidance, and support for transportation planning personnel and activities to meet the needs, demands, goals, objectives, and requirements to achieve an effective 3-C MPO transportation planning process. In addition to the many items listed in the other elements that contain intrinsic program administration work, the following specific administration work items were completed in FY-2018. This element will naturally have some overlap with other elements with the involvement of management and administrative staff to oversee the on-going MPO process.

Products of Element 4.1 :

- Committee packets, agendas, minutes, and supplemental materials were prepared and distributed for MPO meetings:

- Transportation Technical Coordinating Committee (TTCC) – Met in September, November, January, March, May, and June.
 - Bicycle and Pedestrian Advisory Committee (BPAC) – Met each month
 - Congestion Management Committee (CMC) – met in August, October, February, April, and June.
 - Transportation Policy Committee (TPC) – Met in July, August, September, October, January, March, April, and June.
- Completed all LFUCG required monthly reports for LFUCG Planning Commission reports.
 - Completed and submitted quarterly narrative reports to the KYTC for 2018.
 - Filled Administrative Officer position with internal staff in October of FY2018 which created a Senior Planner vacancy.
 - Filled MPO Planner position with the new planner starting in November of FY-2018.
 - Completed 6 right-of-way closure request reviews and reports for the LFUCG Division of Planning and submitted to Mayor’s Office.
 - Researched, discussed and coordinated with stakeholder agencies to draft and finalize federally required Lexington Area MPO Memorandum of Agreement (MOA). Agreement approved by the TPC at their meeting on 7/12/18. MOA posted to MPO website on 7/13/18.

Efforts of Element 4.1:

- Developed information, advertised, and interviewed 7 applicants for the open MPO Administrative Officer position, 6 applicants for the Planner position, and candidates for the Senior Planner position. Held two follow up interviews for two MPO AO staff position finalists.
- Carried out all of the numerous administrative responsibilities associated with the daily operation of the MPO/LFUCG Transportation Planning agency (e.g. management, approvals, accounting, purchasing, supplies/equipment, services, procedures, oversight, and etcetera).
- Conducted individual interviews with each existing and new MPO staff member to get input and discuss and areas of existing and future assignment for development of the annual MPO work plan.

Element 4.1 Problems:

- ❖ No significant problems or delays in delivery of the products or work efforts of this UPWP element during FY-2018

4.2 TRANSPORTATION IMPROVEMENT PROGRAM - FY-2018:

Element Purpose:

To Develop and maintain the regional, financially balanced, Transportation Improvement Program (TIP). This implementation document is a listing of investments that are consistent with adopted plans, goals, objectives, priorities, and the Metropolitan Transportation Plan. All federally funded projects are required to be listed within the TIP. The TIP is modified or amended as necessary (by the Transportation Policy Committee) and is completely updated every 4 years.

Products of Element 4.2:

- Compiled and filed copies of all KYTC STIP actions, state and federal program management authorization forms.
- Submitted the Annual Listing of Obligated Federal Funds to KYTC and website posted.
- Completed TIP Amendment #1 including public notice:
 - ✓ TIP Amendment #1: Liberty Rd: Extend the existing four lane from Graftons Mill Rd. to New Circle Rd. (NCR) including intersection with NCR – MPO TIP modified 8/20/17.
- Completed TIP Modifications #3 thru #9 during FY-2018. See list and summary below (*note: TIP modifications are listed in detail on MPO website: lexareampo.org).
 - ✓ TIP Mod #3: Armstrong Mill: Add sidewalks, Oxford Circle: Add sidewalks; Mercer Rd. at Greendale Rd. add turn lanes – MPO TIP modified 7/28/17.
 - ✓ TIP Mod #4: Purchase 1 40' Electric Bus and on-route electric bus charger – MPO TIP modified 10/25/17.
 - ✓ TIP Mod #5: Wilson Downing Bridge: Replace deteriorated bridge section across West Hickman Creek on westbound lane of Wilson Downing Rd. – MPO TIP modified 11/1/17.
 - ✓ TIP Mod #6: Legacy Trail Phase 3: Construct - STIP modified 1/25/18.

- ✓ TIP Mod #7: Virginia Avenue: Extend eastbound right turn lane at US-27/South Limestone St.; I-64/I-75: Modify project 8909.00 description and combine project limits with 8910.00 and increase design funds. - STIP modified 2/22/18.
- ✓ TIP Mod #8: Town Branch Trail Crossing at Old Frankfort Pike and McConnell Springs Rd.: Add pedestrian signal, pavement markings, traffic calming, signage, and sight distance improvements. – STIP modified 4/3/18.
- ✓ TIP Mod #9: Town Branch Commons: Midland Avenue section. Construct bike/pedestrian facilities from Vine/Quality St. to Third St. at the Legacy Trail – MPO TIP modification 4/23/18.

Efforts of Element 4.2:

- Monitored TIP program projects for needed adjustments.
- Met with LFUCG Engineering to identify funds for Wilson Downing Bridge Replacement and sought TPC approval for SLX funding.
- Held TIP development strategy meetings as needed with staff and KYTC liaison (3-4 meetings).
- Summarized and reported highlights of the final KYTC Six-Year Highway Plan to the TPC.
- Began meetings and work to reconcile the TIP with the approved 2018 State Highway Plan.
- Held Project Coordination Team meeting in May regarding the status of TIP projects.

Element 4.2 Problems:

- ❖ No significant problems or delays in delivering the products of this element during FY-2018

4.3 UNIFIED PLANNING WORK PROGRAM (UPWP) - FY-2018:

Element Purpose:

The purpose of this planning element is to provide a guiding document that outlines staffing, responsibilities, timelines, costs, funding sources, methodology, and all other aspects of the work to be completed during the coming fiscal year. Detailed explanation of the purposes, goals, objectives and the action steps to achieve these are documented in this “work program” to meet all transportation planning process requirements.

Products of Element 4.3:

- Submitted 2017 Annual Performance and Expenditure report to KYTC for review.
- Finalized and submitted 2017 Performance and Expenditure Report.
- Completed and submitted all required quarterly narrative reports for FY-2018: July-September, October-December, January-March, and May-June.
- Staff submitted request for PL discretionary funding for “US-27 Corridor/Land Use” study
- Produced draft FY-2019 UPWP and submitted to KYTC and other reviewing parties for comment.
- Finalized all FY-2019 UPWP documents and submitted to required agencies. Received TPC approval of the 2019 UPWP.

Efforts of Element 4.3:

- Worked to address comments from multiple reviewing partners on the Draft FY-2019 UPWP.
- Worked with LFUCG Grants & Special Programs to develop UPWP budgets for FY2019.
- Weekly review of FY-2017 UPWP expenditures report from LFUCG Grants.
- Utilized 2018 UPWP to direct work on program element tasks and to review comparison of hours/funding budgeted versus expended to date.

Element 4.3 Problems:

- ❖ No significant problems or delays in delivering the products of this element

<i>FY-2018 PERFORMANCE & EXPENDITURE BY UPWP ELEMENT:</i>
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See financial report below

***Note:**

Fiscal year 2018 was another exercise in transition and adaptability with changing federal emphasis areas of FAST Act and ever challenging demands and responsibilities

directed from within the Lexington Fayette Urban County Government and KYTC.

The MPO relies upon the LFUCG Division of Community Development (CD) for all financial/accounting, grants management services. CD continued to maintain the previous manual accounting system as backup while implementing the PeopleSoft system during FY-2018. Budgets by element are estimated by the MPO within the UPWP based upon perceived upcoming needs, past trends, current legislation emphasis areas, and other factors. MPO staff charges their weekly work hours to the most appropriate UPWP Element. By nature, UPWP elements are very interrelated; therefore, any given work time could be charged legitimately to two or more UPWP elements in many cases. Staff continues regular meetings to discuss the most appropriate charging of time for various planning tasks to specific UPWP elements to avoid redundancy and for better consistency, accounting, and reporting accuracy. Staff also assigns a PeopleSoft “combination code” associated with the selected UPWP Element they charge to that draws from the proper PeopleSoft account for the FHWA, FTA, and SLX/STP (or Mobility, Air Quality, Congestion Management, and Bike/Pedestrian) programs.

The LFUCG Division of Community Development (CD) continued to provide MPO staff bi-monthly accounting reports to help staff monitor and administer the MPO process. This has helped greatly with MPO awareness. According to their current policies, CD makes budget amendment decisions when they see necessary and to account for differences between budget and expenditures. The MPO, CD, and other LFUCG agencies associated with PeopleSoft implementation will continue to work toward a full deployment of the PeopleSoft Grants Module capable of up-to-date UPWP monitoring, accounting, and reporting. In FY-2018, the MPO utilized approximately 96% of the total budgeted amounts, even with two staff retiring for a significant portion of the fiscal year (see tables below).



**Lexington Metropolitan Planning Organization
Annual Performance and Expenditure Report
July 1st, 2017 through June 30th, 2018
FY 2018**



UNIFIED PLANNING WORK PROGRAM 2018 - LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT

Element	SLX FUNDS															SLX FUNDS Yearly Total
	UPWP 2018 - AIR_QUAL_2018					UPWP 2018 - MOBILITY_2018					UPWP 2018 - BIKE_PED_2018					
	Qtr 1 Total	Qtr 2 Total	Qtr 3 Total	Qtr 4 Total	< Yearly Total	Qtr 1 Total	Qtr 2 Total	Qtr 3 Total	Qtr 4 Total	< Yearly Total	Qtr 1 Total	Qtr 2 Total	Qtr 3 Total	Qtr 4 Total	< Yearly Total	
1.0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
1.2	\$ -	\$ 187.38	\$ 705.38	\$ 3,362.09	\$ 4,254.83	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,137.46	\$ 972.23	\$ 3,109.69	\$ 7,364.52
2.1	\$ -	\$ 18,493.55	\$ 14,543.32	\$ 13,869.07	\$ 46,905.94	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 46,905.94
2.2	\$ -	\$ 327.32	\$ 2,429.51	\$ 51,502.73	\$ 54,259.56	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 54,259.56
3.1	\$ -	\$ -	\$ -	\$ 9,530.26	\$ 9,530.26	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,530.26
3.2	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 479.41	\$ 20,633.29	\$ 18,012.98	\$ 21,486.76	\$ 60,612.44	\$ 60,612.44
3.3	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3.4	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,281.26	\$ 1,061.14	\$ (929.66)	\$ 124,438.64	\$ 125,851.38	\$ -	\$ -	\$ 110.10	\$ -	\$ 110.10	\$ 125,961.48
3.5	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4.1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4.2	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4.3	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Totals	\$ -	\$ 19,008.23	\$ 17,678.21	\$ 78,264.15	\$ 114,950.59	\$ 1,281.26	\$ 1,061.14	\$ (929.66)	\$ 124,438.64	\$ 125,851.38	\$ 479.41	\$ 20,633.29	\$ 20,260.54	\$ 22,458.99	\$ 63,832.23	\$ 304,634.20
FED	\$ -	\$ 15,206.58	\$ 14,142.57	\$ 62,611.32	\$ 91,960.47	\$ 1,025.01	\$ 848.91	\$ (743.73)	\$ 99,550.91	\$ 100,681.10	\$ 383.53	\$ 16,506.63	\$ 16,208.43	\$ 17,967.19	\$ 51,065.78	\$ 243,707.35
STATE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ -
Billed	\$ -	\$ 15,206.58	\$ 14,142.57	\$ 62,611.32	\$ 91,960.47	\$ 1,025.01	\$ 848.91	\$ (743.73)	\$ 99,550.91	\$ 100,681.10	\$ 383.53	\$ 16,506.63	\$ 16,208.43	\$ 17,967.19	\$ 51,065.78	\$ 243,707.35
LOCAL	\$ -	\$ 3,801.65	\$ 3,535.64	\$ 15,652.83	\$ 22,990.12	\$ 256.25	\$ 212.23	\$ (185.93)	\$ 24,887.73	\$ 25,170.28	\$ 95.88	\$ 4,126.66	\$ 4,052.11	\$ 4,491.80	\$ 12,766.45	\$ 60,926.85
Totals	\$ -	\$ 19,008.23	\$ 17,678.21	\$ 78,264.15	\$ 114,950.59	\$ 1,281.26	\$ 1,061.14	\$ (929.66)	\$ 124,438.64	\$ 125,851.38	\$ 479.41	\$ 20,633.29	\$ 20,260.54	\$ 22,458.99	\$ 63,832.23	\$ 304,634.20



Lexington Metropolitan Planning Organization
Annual Performance and Expenditure Report
 July 1st, 2017 through June 30th, 2018
 FY 2018



UNIFIED PLANNING WORK PROGRAM 2018 - LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT

Element	PL FUNDS					SECTION 5303 FUNDS					SLX FUNDS Summation					GRANTS Budgeted	Expended Yearly Total	Grants Percentage	Comments
	UPWP 2018 - FED_HWY_2018					UPWP 2018 - FTA_SECT_2018					UPWP 2018 - SLX								
	Qtr 1 Total	Qtr 2 Total	Qtr 3 Total	Qtr 4 Total	< Yearly Total	Qtr 1 Total	Qtr 2 Total	Qtr 3 Total	Qtr 4 Total	Yearly Total	Qtr 1 Total	Qtr 2 Total	Qtr 3 Total	Qtr 4 Total	Yearly Total				
1.0	\$ 17,634.79	\$ 13,868.52	\$ 25,205.92	\$ 27,508.76	\$ 84,217.99	\$ -	\$ 1,239.00	\$ -	\$ -	\$ 1,239.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 138,622.00	\$ 85,456.99	61.65%	See comment #1
1.2	\$ 2,023.49	\$ 7,375.28	\$ 5,906.10	\$ -	\$ 15,304.87	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 187.36	\$ 2,842.84	\$ 4,334.32	\$ 7,364.52	\$ 35,782.00	\$ 22,669.39	63.35%	See comment #2
2.1	\$ 18,964.52	\$ -	\$ -	\$ -	\$ 18,964.52	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 18,493.55	\$ 14,543.32	\$ 13,869.07	\$ 46,905.94	\$ 69,687.00	\$ 65,870.46	94.52%	
2.2	\$ 3,113.98	\$ 18,908.93	\$ 30,715.45	\$ -	\$ 52,738.36	\$ -	\$ 109.09	\$ 4,717.94	\$ 3,583.39	\$ 8,410.42	\$ -	\$ 327.32	\$ 2,429.51	\$ 51,502.73	\$ 54,259.56	\$ 94,150.00	\$ 115,408.34	122.58%	
3.1	\$ 16,680.20	\$ 21,086.10	\$ 20,513.52	\$ 11,080.20	\$ 69,360.02	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,530.26	\$ 9,530.26	\$ 97,744.00	\$ 78,890.28	80.71%	
3.2	\$ 15,667.88	\$ 2,113.12	\$ (300.80)	\$ -	\$ 17,480.20	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 479.41	\$ 20,633.29	\$ 18,012.98	\$ 21,486.76	\$ 60,612.44	\$ 67,490.00	\$ 78,092.64	115.71%	
3.3	\$ 17,369.09	\$ -	\$ -	\$ -	\$ 17,369.09	\$ -	\$ 21,781.51	\$ 15,185.97	\$ 13,883.10	\$ 50,850.58	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 42,771.00	\$ 68,219.67	159.50%	See comment #3
3.4	\$ 1,486.35	\$ 910.13	\$ (100.24)	\$ -	\$ 2,296.24	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,281.26	\$ 1,061.14	\$ (819.56)	\$ 124,438.64	\$ 125,961.48	\$ 147,330.00	\$ 128,257.72	87.05%	See comment #4
3.5	\$ -	\$ 823.35	\$ 953.24	\$ 9,096.85	\$ 10,873.44	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,160.00	\$ 10,873.44	53.94%	
4.1	\$ 37,458.98	\$ 40,809.74	\$ 42,303.61	\$ 58,893.05	\$ 179,265.38	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 152,353.00	\$ 179,265.38	117.68%	
4.2	\$ 1,625.46	\$ 1,055.54	\$ 3,238.86	\$ 9,044.22	\$ 14,964.08	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,856.00	\$ 14,964.08	71.75%	
4.3	\$ 899.83	\$ 940.61	\$ 4,433.60	\$ 1,235.23	\$ 7,509.27	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,555.00	\$ 7,509.27	87.78%	
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				
										0									
Totals	\$ 132,924.57	\$ 107,891.32	\$ 132,869.26	\$ 116,858.31	\$ 490,343.46	\$ -	\$ 23,129.60	\$ 19,903.91	\$ 17,466.49	\$ 60,500.00	\$ 1,760.67	\$ 40,702.66	\$ 37,009.09	\$ 225,161.78	\$ 304,634.20	\$ 895,500.00	\$ 855,477.66	95.53%	
FED	\$ 106,339.66	\$ 86,313.06	\$ 106,295.41	\$ 93,326.65	\$ 392,274.78	\$ -	\$ 18,504.00	\$ 15,923.00	\$ 13,973.00	\$ 48,400.00	\$ 1,408.54	\$ 32,562.13	\$ 29,607.27	\$ 180,129.42	\$ 243,707.36	\$ 716,400.00	\$ 684,382.14	95.53%	
STATE	\$6,646.23	\$5,394.56	\$6,643.46	\$5,832.92	\$24,517.17	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 24,500.00	\$24,517.17	100.07%	
Billed	\$ 112,985.89	\$ 91,707.62	\$ 112,938.87	\$ 99,159.57	\$ 416,791.95	\$ -	\$ 18,504.00	\$ 15,923.00	\$ 13,973.00	\$ 48,400.00	\$ 1,408.54	\$ 32,562.13	\$ 29,607.27	\$ 180,129.42	\$ 243,707.36		\$ 708,899.31		
LOCAL	\$ 19,938.68	\$ 16,183.70	\$ 19,930.39	\$ 17,498.74	\$ 73,551.51	\$ -	\$ 4,625.60	\$ 3,980.91	\$ 3,493.49	\$ 12,100.00	\$ 352.13	\$ 8,140.53	\$ 7,401.82	\$ 45,032.36	\$ 60,926.84	\$ 154,600.00	\$ 146,578.35	94.81%	
										0					0				
Totals	\$ 132,924.57	\$ 107,891.32	\$ 132,869.26	\$ 116,858.31	\$ 490,343.46	\$ -	\$ 23,129.60	\$ 19,903.91	\$ 17,466.49	\$ 60,500.00	\$ 1,760.67	\$ 40,702.66	\$ 37,009.09	\$ 225,161.78	\$ 304,634.20	\$ 895,500.00	\$ 855,477.66	95.53%	

Comment 1 for Element 1.0 Inventory and Monitoring / Title VI and ADA / Participation: Due to staff changes and vacancies and to charging to other elements, this element was underutilized this year.

Comment 2 for Element 1.2 Professional Staff Development: Due to LFUCG Planning Division staff changes, MPO staff vacancies, and overall steady demand on staff, the MPO did not have time to travel to out-of-town training opportunities this cycle; therefore, the staff took full advantage of many online webinars that were very economical if not free.

Comment 3 for Element 3.3 Transit Planning: This overrun was due to staff over charging to this element while working in transit related areas.

Comment 4 for Element 3.5 Project Forecasting: There was a staff retirement vacancy for many months that caused this element to be underutilized. A new Senior Planner took on this element and has worked to become more proficient for next fiscal year.