



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



Unified Planning Work Program Fiscal Year 2020

July 1, 2019 through June 30, 2020
Adopted by the Transportation Policy
Committee on April 24, 2019

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>

THE PREPARATION OF THIS FY 2020 UNIFIED PLANNING WORK PROGRAM DOCUMENT
WAS FINANCED IN PART BY

THE FEDERAL HIGHWAY ADMINISTRATION (FHWA) AND
THE FEDERAL TRANSIT ADMINISTRATION (FTA) OF THE
UNITED STATES DEPARTMENT OF TRANSPORTATION (USDOT)

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 2020**

TABLE OF CONTENTS:

INTRODUCTION.....	3
ABOUT THE MPO	3
PURPOSE OF THE UPWP:	6
FAST ACT	6
ELEMENT 1: MONITOR – COORDINATE – PROGRAM DEVELOPMENT	8
A. INVENTORY & MONITOR	8
B. TITLE VI/ADA	9
C. PARTICIPATION PROCESS	10
1.2 PROFESSIONAL STAFF DEVELOPMENT.....	11
ELEMENT 2: TRANSPORTATION SYSTEMS PLANNING	12
2.1 CONGESTION MANAGEMENT / INTELLIGENT TRANSPORTATION SYSTEMS (ITS) / & AIR QUALITY PLANNING	12
2.2 METROPOLITAN TRANSPORTATION PLAN (MTP).....	14
ELEMENT 3. LAND USE - MULTI MODAL - MOBILITY - FORECASTING.....	16
3.1 TRANSPORTATION/TRAFFIC AND LAND USE IMPACT ANALYSIS	16
3.2 MULTI MODAL / STP BLOCK GRANT PROGRAM PLANNING.....	19
BIKE - PEDESTRIAN PLANNING AND FREIGHT MOVEMENT	19
PURPOSE AND OBJECTIVES	19
A. BIKE AND PEDESTRIAN PLANNING	19
B. FREIGHT MOVEMENT	20
C. SURFACE TRANSPORTATION PROGRAM (STP) BLOCK GRANT PROGRAM	21
3.3 TRANSIT PLANNING	22
3.4 MOBILITY COORDINATION	23
3.5 PROJECT FORECASTING	24
ELEMENT 4. PROGRAM ADMINISTRATION	25
4.1 PROGRAM ADMINISTRATION	25
4.2 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)	27
4.3 UNIFIED PLANNING WORK PROGRAM (UPWP)	28
APPENDIX A: MPO STAFF MONTHS AND PROPOSED BUDGET SUMMARY	30
APPENDIX B: SLX FUNDS ALLOCATION - STAFF MONTH EXPENDITURES BY UPWP PLANNING ELEMENT:	31
APPENDIX C: FY-2020 POLICY COMMITTEE RESOLUTION.....	33
APPENDIX D: CALENDAR YEAR 2019 LEXINGTON AREA MPO MEETING SCHEDULE.....	34
APPENDIX E: FY-2020 MPO TRANSPORTATION POLICY COMMITTEE (TPC)	35
APPENDIX F: FY-2020 MPO TRANSPORTATION TECHNICAL COORDINATING COMMITTEE	36
APPENDIX G: LEXINGTON MPO STAFF & AREAS OF RESPONSIBILITY	38
APPENDIX H: YEAR 2010 LEXINGTON AREA CENSUS URBANIZED AREA MAP.....	39
APPENDIX I: LEXINGTON AREA MPO PLANNING AGREEMENT (MOA)	40
MEMORANDUM OF AGREEMENT	40

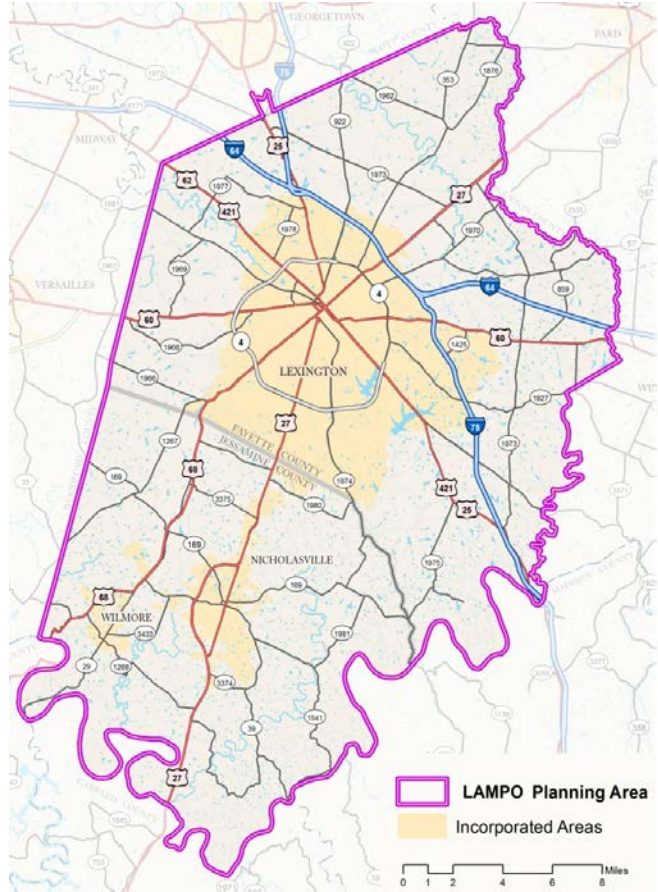
INTRODUCTION

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 densely populated 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 an effective transportation planning process. To that end, 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

MPOs are charged with developing these plans and programs utilizing the 3Cs 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 (see chart below). 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.

Lexington Area Metropolitan Planning Organization (MPO) Organizational Structure

Transportation Policy Committee

Chairman: David K. West
Jessamine County Judge Executive

Lexington-Fayette Urban County Government:
 Mayor Linda Gorton

Fayette County, Kentucky:
 Judge Executive Don Blevins Sr.
 Jon Larson (Rep.)

City of Nicholasville, Kentucky:
 Mayor Pete Sutherland
 Bob Amato (Rep.)

City of Wilmore, Kentucky:
 Mayor Harold Rainwater
 David Carlstedt

LFUCG Council Districts 1, 2 & 6:
 Councilmember James Brown

LFUCG Council Districts 3, 5 & 11:
 Councilmember Jennifer Reynolds

LFUCG Council Districts 4, 7 & 8:
 Councilmember Fred Brown

LFUCG Council Districts 9, 10 & 12:
 Councilmember Amanda Mays Bledsoe

Vice-Mayor / Councilmember-at-Large:
 Vice-Mayor Steve Kay

Councilmember-at-Large:
 Councilmember Chuck Ellinger II

Councilmember-at-Large:
 Councilmember Richard Moloney

LexTran Chairman (or Representative):
 Malcolm Ratchford, Chair of Board
 Carrie Butler, LexTran General Mgr. (Rep.)

KYTC Sec. of Transportation (or Rep.):
 Greg Thomas, Secretary of Transportation
 Barry House, KYTC Planning (Rep.)

Non-Voting Members:

FHWA: Thomas L. Nelson, Div. Administrator
FHWA Representative: Bernadette Dupont

MPO Staff

LFUCG Transportation Planning

Manager/MPO Director: Max D. Conyers

Administrative Officer: Kenzie Gleason
 Title VI/ADA, MTP, Grants (CMAQ & STBG)

Planners:

- Joseph David:** Transit Planning, GIS
- Jimmy Emmons:** Traffic Impact, Travel Modeling
- Sam Hu:** Congestion Mgmt., Air Quality
- Stuart Kearns:** TIP, Performance Measures
- Scott Thompson:** Bike and Pedestrian
- Parker Sherwood:** Participation, MTP, et all

Administrative Specialist:

Brenda Whittington

MPO Subcommittees

- **Transportation Technical Coordination Committee (TTCC)**
- **Congestion Management Committee**
- **Bicycle & Pedestrian Advisory Committee**
- **Transportation Project Coordination Committee**
- **Other Special Committees**

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, 2019 and ending June 30, 2020). 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.

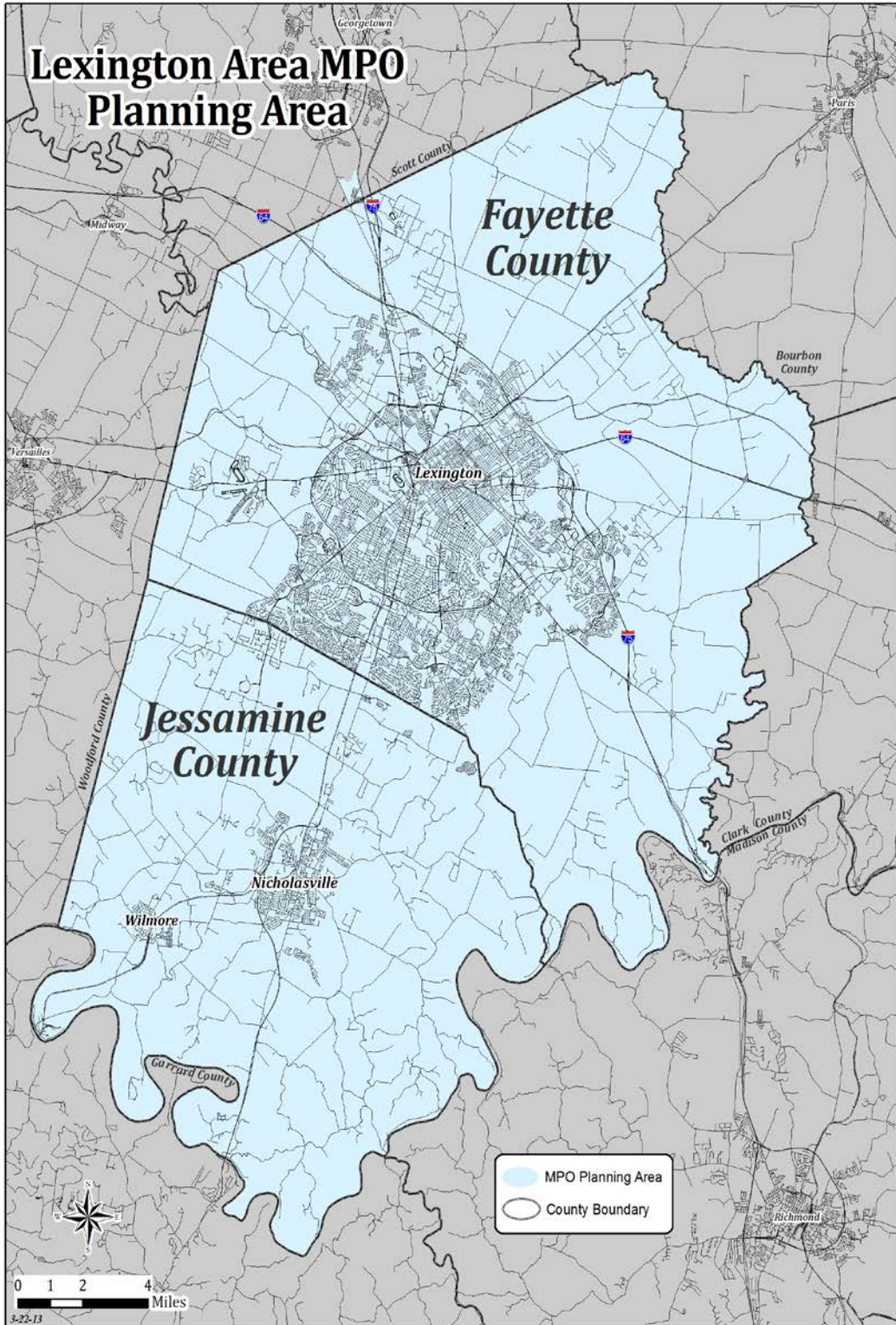
The current federal regulation that guides MPOs in developing an annual UPWP includes 23 CFR 134 (a) & (f); 49 USC 5303(a) & (b); 23 CFR 420.109; 23 CFR 450.308; and 49 CFR 613.

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 for developing transportation plans and programs. This ensures the local transportation planning process is consistent with national goals and objectives including:

- Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency.
- Increase the safety of the transportation system for motorized and non-motorized users.
- Increase the security of the transportation system for motorized and non-motorized users
- Increase the accessibility and mobility options available to people and for freight.
- Protect and enhance the environment, promote energy conservation, improve quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns.
- Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight.
- Promote efficient system management and operation.
- Emphasize the preservation of the existing transportation system.
- Improve the resiliency and reliability of the transportation system and reduce or mitigate storm water impacts of surface transportation.
- Enhance travel and tourism.

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

Monitor, Evaluate, and Report performance and operating characteristics of the transportation system:

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

PLANNING ACTIONS

In FY 2020, 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 counts and other available traffic data to stakeholders and the public.
- Evaluate, interpret, and communicate data on bicycle, pedestrian and transit usage and rates to stakeholders as needed.
- 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 modal 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 and incident data and by coordinating with various emergency, public safety and other relevant agencies.

PRODUCTS

- Up-to-date GIS layers and data of transportation systems, land use, census and crash data.
- Records of meetings and correspondence with partners/stakeholders documented in the LFUCG Monthly and MPO Quarterly Reports.
- Traffic count and other information provided to various customers documented in the LFUCG Monthly Reports and MPO Quarterly Reports.

TIME SCHEDULE

- All fiscal year long

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.
- 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.

PRODUCTS

- Title VI Program Plan
- GIS map overlays relevant to ADA/Title VI
- MPO documents that are in compliance with all applicable federal ADA & Title VI requirements

TIME SCHEDULE

- All fiscal year long

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-2020.
- 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.
- 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.
- An up-to-date MPO website with statistics on public use included in MPO Quarterly Reports.
- Press releases issued for all appropriate MPO activities.
- Regular followers and social media posts. Statistics on the reach of posts in Quarterly Reports.
- Up-to-date and expanded stakeholder and public email, mailing and contact lists.
- A record of public comments.
- Public meetings and/or surveys, as needed, to guide development of the MTP or other MPO work.

TIME SCHEDULE

- All fiscal year long

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

ELEMENT 1.0 - STAFFING		ESTIMATED COST	FUNDING SOURCE	
15.5	Professional Staff Months	\$126,14	FHWA / PL	\$101,371
			FTA / Sec 5303	\$0
			SLX	\$0
			KYTC	\$6,336
			LFUCG	\$19,007
Total Cost =		\$126,714	Total Cost =	\$126,714

1.2 PROFESSIONAL STAFF DEVELOPMENT

PURPOSE AND OBJECTIVES

Heading into FY-2020, the MPO will be reorganized and fully staffed for the first time in many years. This presents an opportunity for redefining staff roles, areas of focus and specialty, and for cross-training. Additionally, MPO staff continue to serve dual roles as both the local LFUCG Transportation Planning staff and the MPO staff. This is always challenging as each agency (Federal, State, and Local) has priorities for the MPO and does not necessarily recognize the priorities of the others. Out of necessity, all MPO positions have multiple MPO and local transportation planning responsibilities, often out of their primary assigned areas of responsibility. These conditions make cross training and staff development essential.

The main objectives of Staff Development Element 1.2 is to build upon and continue to acquire essential knowledge of best practices, through collaboration with professional peers 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 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.
- 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.
- Training courses documented in LFUCG Monthly and MPO Quarterly Reports.

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	\$48,364	FHWA / PL	\$13,082
			SLX	\$25,609
			KYTC	\$818
			LFUCG	\$8,855
	Total Cost =	\$48,364	Total Cost =	\$48,364

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 sometimes approaches current threshold levels. 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. In FY2019, the MPO in coordination with LFUCG Traffic Engineering acquired INRIX Travel Data and Analytics Platform. The CMAQC will act as the professional forum to discuss and apply the data to develop conclusions and solutions. LFUCG Traffic Engineering and the MPO will utilize this cutting edge tool and data to manage congestion within the MPO area.
- Track federally required performance measures and other measures of local interest and importance. Federally required performance targets are set at the state level and have been adopted and supported by the MPO.

- Using acquired INRIX data, review congestion on the CM Network and identify and rank segments and intersections that create significant traffic congestion bottlenecks.
- Identify proposed projects, programs and strategies to reduce congestion, improve system reliability, and increase job access opportunities.
- 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.
- Seek qualified consultants to assist with any highly complex and technical efforts to identify, assess, evaluate, and quantify congestion and/or to maintain the MPO's ITS Architecture.
- Update MPO ITS Architecture to supplement the KYTC Statewide Architecture.
- Maintain ITS Architecture in coordination with KYTC and other stakeholders.
- The CMC will review, revise if necessary, and approve sponsorship of the annual ITS/CMS projects proposal for SLX funding.
- 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

- All agendas, minutes, and supplemental information produced for each FY-2020 CMAQC meeting
- Congestion and Bottleneck Report
- FY-2021 ITS-CMS Project Proposal
- Updated ITS Architecture
- Reports of Air quality trends analysis as needed for the Kentucky State Implementation Plan (SIP), the TIP, and the MTP.
- Air quality analysis for each FY-2020 CMAQ application
- Prioritized list of CMAQ projects submitted to KYTC

TIME SCHEDULE

FY-2021 ITS-CMS Project Proposal > February 2020.

Using INRIX data, staff along with CMC will complete Congestion and Bottleneck reporting by June 30, 2020.

FY-2021 ITS-CMS Project Proposal Completion Date > March 2020

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

ELEMENT 2.1 STAFFING		ESTIMATED COST	FUNDING SOURCE	
12.0	Professional Staff-Months	\$101,172	FHWA / PL	\$0
			FTA / SEC. 5303	\$0
			SLX	\$80,938
			KYTC	\$0
			LFUCG	\$20,234
Total Cost =		\$101,172	Total Cost =	\$101,172

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 new updated 2045 MTP will be approved on April 24, 2019 and will be in effect for a five year period from this date. Therefore, implementation of this plan will become a major work focus FY-2020. At the same time, the MPO will begin work to maintain and develop the next MTP. On-going MTP projects, plans, studies and policies will be a focus of FY-2020.

PLANNING ACTIONS

1. Maintain and implement the 2045 MTP:

- Modify and amend the MTP as needed to program projects into the TIP and STIP.
- Amend the MTP to reflect the finalized 2020 Six Year Highway Plan including projects, funding sources, phasing and timelines.
- 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 develop and implement the MTP through coordinated regional transportation planning, operations, maintenance, special studies and project development. Stakeholders include:
 - 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)
 - Lextran - the Transit Authority of Lexington
 - Para-transit agencies serving the area (FTSB, BUS)
 - UK Parking and Transportation, Transportation Research Center, and UK Engineering
- Coordinate with KYTC to “boost” MPO area sponsored SHIFT 2020 projects to develop the SHIFT 2020 State Highway Plan. Continue to coordinate all necessary efforts with KYTC for the “SHIFT” program.

- Update and maintain the Lexington Area MPO CHAF List (Continuous Highway Analysis Framework) in a format to be stipulated by KYTC per the SHIFT 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 Projects Development and Implementation
 - 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
 - The US-27 / I-75 Connector and E. Nicholasville Bypass
 - University of Kentucky Master Plan implementation
 - Transportation Equity (i.e. ADA Transition Plans) and Title VI plan
 - Bicycle and Pedestrian Master Plan implementation
 - Lexington Infill & Redevelopment Plans

3. Performance Targets:

- Federal performance targets requirements will be fully in effect during FY-2020; therefore, the MPO will support the KYTC and Lextran to achieve their targets. The MPO will coordinate with KYTC on monitoring, evaluation, and reporting tasks associated with these Performance Management System requirements. The setting of safety targets or supporting of KYTC targets is required each year.

PRODUCTS

- MTP administrative modifications and amendments completed and incorporated into the MPO TIP and KYTC STIP as needed.
- An up-to-date CHAF list/database to be utilized by KYTC for future SHIFT or other prioritization processes.
- SHIFT project prioritization plan
- Safety Performance Targets

TIME SCHEDULE

- SHIFT 2020 Priority Point Allocation & Submittal – August 14, 2019
- Submit Final Prioritization Plan – August 21, 2019
- Safety Performance Targets – February 27, 2020

RESPONSIBLE AGENCIES

The Lexington Area MPO. Partner stakeholders are listed above and interagency consultation/coordination partners and their agreed responsibilities are listed in the new MPO Memorandum of Agreement (MOA) and Prospectus in this document.

METROPOLITAN TRANSPORTATION PLAN – STAFFING AND COSTS

ELEMENT 2.2 STAFFING		ESTIMATED COST	FUNDING SOURCE	
6.0	Professional Staff-Months	\$47,138	FHWA / PL	\$19,294
			FTA / SEC. 5303	\$0
			SLX	\$18,416
			KYTC	\$1,206
			LFUCG	\$8,222
	Total Cost =	\$47,138	Total Cost =	\$47,138

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

3.1 TRANSPORTATION/TRAFFIC and LAND USE IMPACT ANALYSIS

PURPOSE AND OBJECTIVES

To provide input and transportation planning expertise in the on-going Comprehensive Planning and land development 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. This work will result in informed land use development, design and access decisions for the safe, efficient and quality mobility of people and goods on a more integrated, complete and connected transportation system.

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, modifications, amendments, and implementation within the MPO area.
- 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 approved in FY 2019. MPO staff will approve a scope of work, issue a request for proposals, and participate in consultant selection and contract negotiations. MPO staff will manage the 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.
- Assist land use developers in understanding and meeting the requirements of the LFUCG "Traffic Impact Study Ordinance" for zone change proposals.
- 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

- An approved scope of work, request for selection proposals and completed consultant selection process for the Nicholasville Road (US-27) Corridor & Planning study. The Consultant selection process will begin

in FY 2019. The Study will be completed by June 30, 2021. Funding not spent in FY 2020 will carry over to FY 2021. ***Note:** See US-27/Nicholasville Corridor/Land Use Study section below for more detailed project description and general scope of work. Also, see page 30 for project funding summary.

- o Technical memoranda containing the Transportation Planning/MPO staff's findings on subdivision and development plan, zone changes and traffic impact studies provided to the LFUCG Planning staff, LFUCG Planning Commission, Lexington-Fayette Urban County Council, and the LFUCG Board of Adjustment.

US-27 / Nicholasville Road Corridor/Land Use Study:

In order to preserve the community's finite and scarce land resources, the recently adopted 2018 Goals & Objectives for Lexington's Comprehensive Plan outlines a strategy for managing the community's consistent population and economic growth by increasing the intensity of land utilization along 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 that will occur over time from intensifying these roadways with both residents (trip producers) and destinations (trip attractors). It is crucial that mobility strategies and transportation investments be coordinated as these significant land use changes occur.

Lexington has selected US-27 (Nicholasville Road) as a prototype for developing a comprehensive transportation/land use corridor plan. The vast array of major employment generators including healthcare, retail centers, the University of Kentucky and downtown Lexington, coupled with high traffic volumes (46,000 to 75,000 ADT) and existing congestion presents a significant mobility challenge while also presenting an opportunity for increasing residential density and transit use. Additionally, US 27 is part of the national highway system and there are regional implications given 9,300 commuters enter Lexington via US 27 from Jessamine County and other counties to the south. Thus, ensuring that safe and efficient travel is maintained for both people and goods is essential to the region, not just Lexington. A transit alternatives analysis of US-27/Nicholasville Road was performed in 2014 and has laid the groundwork for the exploration of increased transit use and improved service as well as the potential for bus rapid transit. This study indicated additional steps were necessary to ensure BRT is viable, including increased residential density and a Transit Overlay Zoning District to be addressed in this corridor study.

The corridor 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. The study will also stipulate design guidelines to encourage walking, bicycling and transit as a viable and preferred form of travel for localized trips in and along the redeveloped sites.

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/pedestrian/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

***Note:** See page 30 for study funding summary

3.1 TIME SCHEDULE

US-27/Nicholasville Road Corridor/Land Use Study will begin in FY-2019 and be completed by June 30, 2021, FY-2021.

All other Element 3.1 activities and tasks will occur throughout FY-2020.

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

<u>ELEMENT 3.1 STAFFING</u>		<u>ESTIMATED COST</u>	<u>FUNDING SOURCE</u>	
18.5	Professional Staff-Months	\$143,603	FHWA / PL	\$43,955
			FTA / SEC. 5303	\$15,499
			SLX	\$55,428
			KYTC	\$2,747
			LFUCG	\$25,973
	Total Cost =	\$143,603	Total =	\$143,603
	Discretionary PL for US-27 Corridor & Land Use Study	\$225,000	Federal SLX > LFUCG 20% Match > Total >	\$180,000 \$45,000 \$225,000

3.2 MULTI MODAL / STP BLOCK GRANT PROGRAM 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 STP Block Grant Program including the locally-adopted funding application and selection process to award STP Block Grant funds that are sub-allocated to the Lexington Area MPO.

BIKE - PEDESTRIAN PLANNING and FREIGHT MOVEMENT

PURPOSE AND OBJECTIVES

In January 2018, a new Regional Bicycle and Pedestrian Plan (BPMP) was completed and adopted by the MPO. This plan provides the framework for this work element and outlines objectives for bicycling and walking in the region. The MPO Staff will continue to coordinate with stakeholders and partnering agencies to implement the BPMP with goals to increase bicycle and pedestrian access and mode share; develop safe, high quality, connected bicycle and pedestrian facilities; and to promote and increase their use. Safe and efficient freight movement will be considered in this planning element as well.

For desired outcomes during FY 2020 the MPO staff will:

- Seek and/or apply for new and innovative funding sources
- Coordinate with new development and re-development to achieve appropriate bike and pedestrian facilities and connectivity
- Coordinate with new roadway projects to include appropriate bike and pedestrian facilities and connectivity
- Work to implement policies, programs, and projects listed in the 2018 Bike and Pedestrian Master Plan and the Jessamine County School Connector Study

A. BIKE AND PEDESTRIAN PLANNING

PLANNING ACTIONS

During FY-2020 the MPO will accomplish the following bicycle and pedestrian planning tasks in three main areas:

Facility Development

- Manage and/or assist with planning, prioritizing and implementing sidewalk, trail and bicycle facilities. This includes completing feasibility/safety studies and other project design work to advance BPMP projects. Focus areas in FY 2020 will include implementing the near-term/priority BPMP recommendations and priority projects from the Jessamine County Bike and Pedestrian Connectivity Study (completed in FY-2017).
- Review and provide input on land use planning and new development applications to ensure bicycle and pedestrian circulation and connectivity. Work to update local zoning and subdivision regulations to increase bicycle and pedestrian-friendly design outcomes.
- 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/or assist in bicycle & pedestrian safety initiatives including the LFUCG Pedestrian Safety Working Group and public outreach efforts.

Promotion, Education & Outreach

- Act as a public contact for, and respond to public requests for bicycle and pedestrian information.
- Engage in 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, etc.

Agency & Stakeholder Coordination

- Coordinate and act as point of contact for bicycle and pedestrian information for various standing committees (MPO Committees/Subcommittees, LFUCG Technical/Subdivision Planning 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.).
- Coordinate and provide oversight on the implementation and local policy development of shared mobility device programs (bike share, e-bikes and scooter sharing program).

PRODUCTS

- Locally adopted rules and regulations for shared mobility device programs documented in local ordinance.
- GIS database and up-to-date mapping of existing and planned bicycle/pedestrian facilities.
- List of media outreach/marketing efforts, presentations, events and number of people reached reporting in MPO quarterly reports.
- Up-to-date and relevant bike/pedestrian websites and social media. Reports on the number of hits, members, followers, etc. in MPO quarterly reports.
- New updated interactive bike facilities map.
- Design Manual updated with new design and maintenance standards.

TIME SCHEDULE

- All fiscal year long

B. FREIGHT MOVEMENT

PURPOSE 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 monitor and stay abreast of regional air transportation needs and trends – To coordinate with transportation improvement projects that implement safe and efficient freight movement

PLANNING ACTIONS

- Monitor, identify and analyze “critical freight corridors and freight movement 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.
- Utilize the Travel Demand Forecasting Model and use the model’s freight assignment capabilities to analyze freight travel demand for 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 to report freight performance measures (Truck Travel Time Reliability data) for the MPO area to track progress on achieving state performance targets in compliance with the FAST Act.
- Identify key freight corridors in consultation with KYTC as part of the National Highway Freight Network system and maintain updated maps of these corridors.

- Travel Demand Modeling analysis of transportation projects and plans that include truck assignments on the scenario networks.

PRODUCTS

- Database of freight contacts.
- Annual reporting of Truck Travel Time Reliability data for the MPO area.

TIME SCHEDULE

- All fiscal year long

**C. SURFACE TRANSPORTATION PROGRAM (STP) BLOCK GRANT PROGRAM
(Previously TAP)**

PURPOSE AND OBJECTIVES

To administer a federally compliant competitive selection process for awarding STP Block Grant Program set-aside funds that are sub-allocated to the MPO.

PLANNING ACTIONS

- Distribute STP Block Grant 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.
- As funding is available, 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 STP Block Grant Program funding levels and coordinate with Local Public Agencies to ensure timely progress on implementing awarded projects.

PRODUCTS

- A competitive 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 in coordination the KYTC as adequate amounts of STP Block Grant Program 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

<u>ELEMENT 3.2 STAFFING</u>		<u>ESTIMATED COST</u>	<u>FUNDING SOURCE</u>	
9.5	Professional Staff-Months	\$71,292	FHWA / PL (80%)	\$0
			FTA / SEC. 5303	\$0
			SLX	\$57,034
			KYTC	\$0
			LFUCG	\$14,258
Total Cost =		\$71,292	Total Cost =	\$71,292

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 for desired outcomes including:

- Functional off-bus shelters and facilities
- Safe and functional bus stops/pickup points
- Safe, functional, and efficient bus transfer points
- New, infill, and re-development with transit facilities and connectivity considered and included in the review and implementation process

PLANNING ACTIONS

- Coordinate with Lextran, public and private partners to help plan, fund, design, permit and construct off bus facilities such as bus stops, connecting sidewalks, ramps/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.
- Work to increase transit ridership as a component of the Congestion Management Process.
- 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. The goal of the Coordinated Plan is to improve transportation services and mobility for persons with disabilities,

older Americans, and individuals with lower incomes. The Plan is used to prioritize and award federal funding to projects that will address gaps in service for these populations.

- Coordinate with Lextran and other transit provider agencies to maintain, monitor, and utilize 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 to prioritize projects and funding.
- Assist Lextran in completing and submitting CMAQ and TAP applications.

PRODUCTS

- A listing of transit projects and FTA funds that are implemented through the MPO TIP and MTP.
- An up-to-date Coordinated Public Transit Human Services Transportation Plan developed in consultation with the MPO and regional transit providers.
- 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.

TIME SCHEDULE

- All fiscal year long

RESPONSIBLE AGENCIES

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

3.3 TRANSIT PLANNING – STAFFING AND COSTS

<u>ELEMENT 3.3 STAFFING</u>		<u>ESTIMATED COST</u>	<u>FUNDING SOURCE</u>	
5.0	Professional Staff-Months	\$47,009	FHWA / PL	\$4,706
	Technical Staff-Months		FTA / SEC. 5303	\$32,901
			SLX	\$0
			KYTC	\$294
			LFUCG	\$9,108
Total Cost =		\$47,009	Total Cost =	\$47,009

3.4 MOBILITY COORDINATION

PURPOSE AND OBJECTIVES

To provide better access to transportation and to promote alternatives to single occupancy vehicle use in order to enhance mobility, improve safety, conserve energy, reduce highway congestion, and improve air quality and quality life of within the MPO area.

PLANNING ACTIONS

- **TDM Outreach/Strategy** – In FY 2020 the MPO will focus TDM efforts on implementing effective employer-based TDM encouragement/outreach programs with the goal to reduce the predominance of single-occupancy vehicles and congestion in the MPO area.
- **Public Awareness** – In FY-2020, the MPO will conduct an annual marketing campaign focused on reaching individuals with mobility option information through their place of employment. The MPO will also continue to update and maintain website content to provide individuals in the community with information and resources on walking, biking, ridesharing and public transit services.

PRODUCTS

- o Marketing campaign that may include TV, newsprint, web-based ads and social media posts.
- o Informational clearinghouse web content.
- o Promotional items and/or literature distributed at places of employment, public events, meetings and other public venues.
- o Frequency/reach of outreach efforts documented in MPO Quarterly Reports.

TIME SCHEDULE

- All fiscal year long

AGENCY RESPONSIBILITY

LFUCG Division of Planning, Transportation Planning/MPO staff.

3.4 MOBILITY COORDINATION – STAFFING AND COST

<u>ELEMENT 3.4 STAFFING</u>		<u>ESTIMATED COST</u>	<u>FUNDING SOURCE</u>	
4.5	Professional Staff-Months	\$32,188	FHWA / PL Personnel>	\$0 (PL)
			SLX Personnel>	\$25,750(SLX)
	*Total Operating Funds>	\$100,000 Total SLX Operating	SLX Operating >	\$80,000 (SLX)
			LFUCG 20% Match	\$26,438
	Total Cost =	\$132,188	Total Cost =	\$132,188

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 or 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.

To meet this purpose and objective, operating costs for annual technical support and software updates from the Caliper Corporation for the TransCAD Software and on-call professional services for TDFM is included in the Element 4.1 – Program Administration budget.

PLANNING ACTIONS

- During FY-2020, 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. TDFM will be provided as quickly as possible to requesting parties considering UPWP priorities and staff capabilities. As needed, the MPO will enlist the assistance of qualified TDFM consultants or KYTC Planning staff. This will only be necessary if staff has not yet developed the specific TDFM skills needed or has conflicting priorities. The requesting agency will be responsible for supplying all pertinent project design and traffic count information to the MPO.
- The MPO will work with the KYTC and “on call” consultants as necessary to keep the TDFM up-to-date and maintained.

PRODUCTS

- o An up-to-date and calibrated travel demand model.
- o Documentation of each TDFM effort and a number of project forecasts and amendments or revisions to forecasts noted in MPO quarterly reports.

TIME SCHEDULE

- On demand as needed when forecasting requests / needs arise

RESPONSIBLE AGENCIES

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

3.5 PROJECT FORECASTING – STAFFING AND COST

<u>ELEMENT 3.5 STAFFING</u>		<u>ESTIMATED COST</u>	<u>FUNDING SOURCE</u>	
2.0	Professional Staff-Months	\$16,103	FHWA / PL	\$12,882
			SLX	\$0
			KYTC	\$805
			LFUCG	2,415
Total Cost =		\$16,103	Total Cost =	\$16,103

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 leadership, management, guidance and correction to the Transportation Planning (LFUCG)/MPO staff for the implementation of the FY-2020 Unified Planning Work Program (UPWP).
- 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 and 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.
- Review pertinent transportation technical reports and legislation.
- Review, edit, and approve all work of MPO staff to develop, maintain, modify and implement the MTP, TIP, Participation Plan and other reports.
- 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 FY2020.
- Assist Local Public Agencies (LPAs) with project development, federal grant applications and complying with federal funding requirements.
- Continue to direct MPO staff on compliance with the rules and regulations of the LFUCG, MPO, KYTC and FHWA regarding accounting, reporting, procurement, tracking, and other accountability policies required by the various agencies.
- 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).
- Monthly reports submitted to the LFUCG Division of Planning and Planning Commission.
- Weekly report of work activities provided to the LFUCG Planning Director and Commissioner.
- Bi-weekly payroll, employee time/schedule management and requisitions as required.
- All other required reports as requested by federal and state partner agencies.

TIME SCHEDULE

- All fiscal year

RESPONSIBLE AGENCIES

LFUCG Division of Planning, Transportation Planning/MPO staff.

4.1 PROGRAM ADMINISTRATION – STAFFING AND COST

<u>ELEMENT 4.1 STAFFING</u>		<u>ESTIMATED COST</u>	<u>FUNDING SOURCE</u>	
7.0	Professional Staff-Months	\$70,027	FHWA / PL	\$142,285
12.0	Administrative Staff-Months	\$63,629	FTA / SEC. 5303	\$0
			SLX	\$0
	Operating Funds	\$44,200		
			KYTC	\$8,893
			LFUCG	\$26,678
19.0	Total Cost =	\$177,856	Total Cost =	\$177,856

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:

	TOTAL	10% DBE GOAL	3% WBE GOAL
FHWA/PL	\$8,800	\$880	\$264

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 MPO amends or modifies the TIP as needed according to procedures outlined in the MPO Participation Plan.

PLANNING ACTIONS

- Staff will prepare, submit and publish TIP modifications and amendments per procedures outlined in the MPO’s Participation Plan. This includes consulting with the requesting agency, facilitating any required public involvement activities, and initiating any necessary MPO committee actions. Amendment actions will be conducted in compliance with Performance-based Planning and Programming procedures and include a description of the anticipated effect of the TIP toward achieving performance targets established in the MTP.
- During FY 2020, the FY 2017-2020 TIP will be reconciled with the final KYTC Six Year Highway Plan through amendment or modification.
- All MPO TIP amendments and modifications will be forwarded to the KYTC, FHWA, and FTA for inclusion into the State Transportation Improvement Program (STIP).
- All TIP amendments and modifications will be made publically available on the MPO website.
- The MPO staff will place special emphasis on expediting and monitoring Lexington area-dedicated STP (or SLX) projects and funds.
- 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”

TIME SCHEDULE

- All fiscal year long. Annual Listing of Obligated Projects will be completed by September 30th of the calendar year (this year 2019).

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

<u>ELEMENT 4.2 STAFFING</u>		<u>ESTIMATED COST</u>	<u>FUNDING SOURCE</u>	
7.0	Professional Staff-Months	\$56,264	FHWA / PL	\$45,011
			SLX	\$0
			KYTC	\$2,813
			LFUCG	\$8,440
	Total Cost =	\$56,264	Total Cost =	\$56,264

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-2019 Annual Performance and Expenditure Report by UPWP element by the end of September in FY-2020 in coordination with the LFUCG Division of Community Development Grants
- Draft and adopt a FY 2021 UPWP including the following tasks:
 - Determine funding levels in consultation with FHWA, KYTC, FTA, and LFUCG.
 - Include staffing, cost, funding sources, methodology, target dates, responsible agencies, and products for each work element.
 - Submit a draft FY-2021 UPWP to the Transportation Technical Coordinating Committee (TTCC) for review and comment.
 - Submit the draft FY-2021 UPWP for review and comment to the KYTC, FHWA, FTA and other required review agencies by February 28, 2020.
 - Address draft FY-2021 UPWP changes/comments as requested by official reviewing agencies. Submit the revised UPWP to the TTCC for approval.
 - Submit the revised draft FY-2021 UPWP to the Transportation Policy Committee (TPC) and the Lexington Transit Authority Board of Directors (for the transit portion) for endorsement and final approval by 4/30/20.
 - Submit the FY-2021 UPWP for final approval, through the KYTC, FHWA and FTA.
 - Submit the FY-2021 UPWP and all MPO contracts through Kentucky State Clearing House system.
 - Print and/or distribute the final FY-2021 UPWP using the latest official routing list. Also, post on the MPO and LFUCG websites.
- Amend the FY-2021 UPWP, as necessary, throughout the fiscal year.

PRODUCTS

- An approved FY-2021 Unified Planning Work Program (UPWP) document and any necessary amendments or modifications.
- Annual Performance and Expenditure Report

TIME SCHEDULE

- FY 2019 Performance and Expenditure – September 30, 2019
- Draft UPWP – February 28, 2020
- Final UPWP will be approved and distributed no later than April 28, 2020.

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

ELEMENT 4.3 STAFFING		ESTIMATED COST	FUNDING SOURCE	
1.0	Professional Staff-Months	\$11,766	FHWA / PL	\$9,413
			SLX	
	Operating Funds			
			KYTC	\$588
			LFUCG	\$1,765
	Total Cost =	\$11,766	Total Cost =	\$11,766

Appendix A: MPO STAFF MONTHS AND PROPOSED BUDGET SUMMARY

I. FY 2020 MPO STAFF MONTHS AND DISTRIBUTION BY ELEMENT

ELEMENT	7 – 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	12.0	13%	0.0	0.0%	12.0	11.1%
2.2 Metropolitan Transportation Plan Update	6.0	6%	1.0	8.3%	7.0	6.5%
3.1 Transportation-Land Use Impact Analysis	18.5	19%	0.0	0.0%	18.5	17.1%
3.2 Multi Modal / Transportation Enhancement	9.5	10%	0.0	0.0%	9.5	8.8%
3.3 Transit Planning (5303)	6.0	6%	0.0	0.0%	6.0	5.6%
3.4 Mobility Coordination	4.5	5%	0.0	0.0%	4.5	4.2%
3.5 Project Forecasts	2.0	2%	0.0	0.0%	2.0	1.9%
4.1 Program Administration	7.0	7%	10.5	87.5%	17.5	16.2%
4.2 Transportation Improvement Program (TIP)	7.0	7%	0.0	0.0%	7.0	6.5%
4.3 Unified Work Program (UPWP)	1.0	1%	0.0	0.0%	1.0	0.9%
TOTAL (ALL ELEMENTS)	96.0	100%	12.0	100%	108.0	100.0%

II. FY 2020 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%	
1.0	\$101,371	\$6,336	\$19,007	\$0	\$0	\$0	\$0	\$126,714
1.2	\$13,082	\$818	\$2,453	\$25,609	\$6,402	\$0	\$0	\$48,364
2.1	\$0	\$0	\$0	\$80,938	\$20,234	\$0	\$0	\$101,172
2.2	\$19,294	\$1,206	\$3,618	\$18,416	\$4,604	\$0	\$0	\$47,137
3.1	\$43,955	\$2,747	\$8,242	\$55,428	\$13,857	\$15,499	\$3,875	\$143,603
3.2	\$0	\$0	\$0	\$57,034	\$14,258	\$0	\$0	\$71,292
3.3	\$4,706	\$294	\$882	\$0	\$0	\$32,901	\$8,225	\$47,009
3.4	\$0	\$0	\$0	\$105,750	\$26,438	\$0	\$0	\$132,188
3.5	\$12,882	\$805	\$2,415	\$0	\$0	\$0	\$0	\$16,103
4.1	\$142,285	\$8,893	\$26,678	\$0	\$0	\$0	\$0	\$177,856
4.2	\$45,011	\$2,813	\$8,440	\$0	\$0	\$0	\$0	\$56,264
4.3	\$9,413	\$588	\$1,765	\$0	\$0	\$0	\$0	\$11,766
TOTALS	\$392,000	\$24,500	\$73,500	\$343,175	\$85,795	\$48,400	\$12,100	\$979,468
		Total PL>	\$490,000	Total SLX>	\$428,970	Total FTA 5303>	\$60,500	Total \$979,470
	Discretionary PL Funding: US27/Nicholasville Road Corridor & Planning Study> \$180,000	*Note: Funds will be used for professional consulting services.	Local Match = \$45,000	Consult Selection work to begin in FY2019	*Funds not spent in FY2020 will carry over to FY2021	Study Complete by June 30, 2021	Total PL Discretionary Study Cost=>	Corridor & Land Use Planning Study = \$225,000

Appendix B: SLX Funds Allocation - Staff Month Expenditures by UPWP Planning Element:

Staff Member	Staff Months	1.2 Staff Development \$
Sr. Planner (SK)	1.0	\$ 7,611
Sr. Planner (SH)	0.5	\$ 4,442
Sr. Planner (ST)	2.0	\$16,542
Admin. Officer (KG)	0.5	\$ 3,416
SLX + Local Match Total =		\$32,011
SLX Only =		\$25,609

Staff Member	Staff Months	2.1 CM-AQ \$
Manager (MC)	1.0	\$ 5,883
Planner (PS)	1.5	\$ 8,116
Sr. Planner (SK)	0.5	\$ 3,806
Sr. Planner (SH)	9.0	\$ 79,951
Admin. Officer (KG)	0.5	\$ 3,416
SLX + Local Match Total =		\$101,172
SLX Only =		\$80,938

Staff Member	Staff Months	2.2 Plans Development \$
Sr. Planner (SK)	1.0	\$ 7,611
Sr. Planner (SH)	0.5	\$ 4,442
Sr. Planner (ST)	2.0	\$ 4,135
Admin. Officer (KG)	0.5	\$ 6,832
SLX + Local Match Total =		\$23,020
SLX Only =		\$18,416

Staff Member	Staff Mos.	3.1 Traffic + Land Use Impact \$
Manager (MC)	1.0	\$ 5,132
Planner (PS)	1.5	\$ 8,116
Sr. Planner (JD)	0.4	\$ 3,058
Sr. Planner (SK)	2.0	\$ 15,222
Sr. Planner (ST)	2.5	\$20,677
Admin. Officer (KG)	2.5	\$ 17,080
SLX + Local Match Total =		\$69,285
SLX Only =		\$55,428

Staff Member	Staff Mos.	3.2 MultiModal \$
Manager (MC)	0.5	\$ 5,883
Planner (PS)	2.5	\$ 13,527
Sr. Planner (JE)	0.5	\$ 4,026
Sr. Planner (SK)	0.5	\$ 3,806
Sr. Planner (ST)	4.5	\$37,218
Admin. Officer (KG)	1.0	\$ 6,832
SLX + Local Match Total =		\$ 71,292
SLX Only =		\$57,034

Staff Member	Staff Mos.	3.4 Mobility \$
Manager (MC)	0.5	\$ 5,883
Planner (PS)	1.5	\$ 8,116
Sr. Planner (SK)	0.5	\$ 3,806
Sr. Planner (ST)	0.5	\$ 4,135
Admin. Officer (KG)	1.5	\$ 10,248
SLX + Local Match Total =		\$ 32,188
Mobility Marketing =		\$100,000
SLX Only =		\$ 32,188

Total SLX + Local Match Personnel =>	\$328,970
Operating Mobility Marketing =>	\$100,000
Total=>	\$428,970
SLX Only =>	\$343,175
Local Match =>	\$ 85,795
Total =>	\$428,970

***FY-2020 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.

*Note: UPWP Elements 1.0, 3.5, 4.1, 4.2, and 4.3 are funded with FHWA PL funds only.

MPO Planning Staff Initials SLX Table Reference:

- JE = Jimmy Emmons – Senior Planner
- JD = Joseph David – Senior Planner
- KG = Kenzie Gleason – Administrative Officer
- MC = Max Conyers – Manager
- PS – Parker Sherwood – Planner
- SK – Stuart Kearns – Senior Planner
- ST – Scott Thompson – Senior Planner

Appendix C: FY-2020 POLICY COMMITTEE RESOLUTION

Appendix D: Calendar Year 2019 Lexington Area MPO Meeting Schedule

Date:	Meeting:	Date:	Meeting:
January 4, 2019	BPAC	July 12, 2019	BPAC
January 9, 2019	TTCC	July 10, 2019	TTCC
January 30, 2019	TPC		
February 1, 2019	BPAC	August 2, 2019	BPAC
February 13, 2019	TTCC	August 14, 2019	CMC
February 13, 2019	CMC	August 28, 2019	TPC
February 27, 2019	TPC (Jessamine County)		
March 1, 2019	BPAC	September 6, 2019	BPAC
March 13, 2019	TTCC (<i>tentative</i>)	September 11, 2019	TTCC
April 5, 2019	BPAC	October 4, 2018	BPAC
April 10, 2019	CMC	October 9, 2018	CMC
April 24, 2019	TPC	October 23, 2018	TPC (Jessamine County)
May 3, 2019	BPAC	November 1, 2019	BPAC
May 8, 2019	TTCC	November 13, 2019	TTCC
May 22, 2019	TPC		
June 7, 2019	BPAC	December 6, 2019	BPAC
June 12, 2019	TSC	December 11, 2019	CMC
June 26, 2019	TPC		

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

Special 2019 MPO Meeting Schedule Notes:

- ❖ **TPC** meetings are held on the 2nd Floor in the Council Chambers, LFUCG Government Center, 200 East 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 7th 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-2020 MPO TRANSPORTATION POLICY COMMITTEE (TPC)

MAYOR LINDA GORTON

Lexington Fayette Urban County Government
(LFUCG)
200 East Main Street, 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

CHUCK ELLINGER II

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

JAMES BROWN

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

JENNIFER REYNOLDS

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. 4 for Organizational Structure)

HONORABLE DON BLEVINS SR.

Fayette County Judge/Executive
Lexington KY 40507
Jon Larson, Attorney, TPC Representative

HONORABLE 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

GEORGE WARD

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
Aviance Webb, Community Planner,
FTA Region IV TPC Representative
Suite 17T50, 61 Forsyth Street,
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-2020 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

CASEY SMITH

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

MELISSA DUFF

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

NATALIE FLORES-ESQUIVEL

Transportation Planner
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, Director of Planning,
Technology & Community
Relations
200 West Loudon Avenue
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
TTCC and CMS occasionally

CURRENTLY VACANT

Commissioner
Division of Planning, Preservation,
and Development
101 E Vine St., 4th 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
Attends regularly

BERNADETTE DUPONT

Federal Highway Administration
330 West Broadway, Frankfort, KY
40601
Attends TTCC and CMC as can as non-voting advisory member

*(*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

- ❖ **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

- ❖ **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

- ❖ **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

- ❖ **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

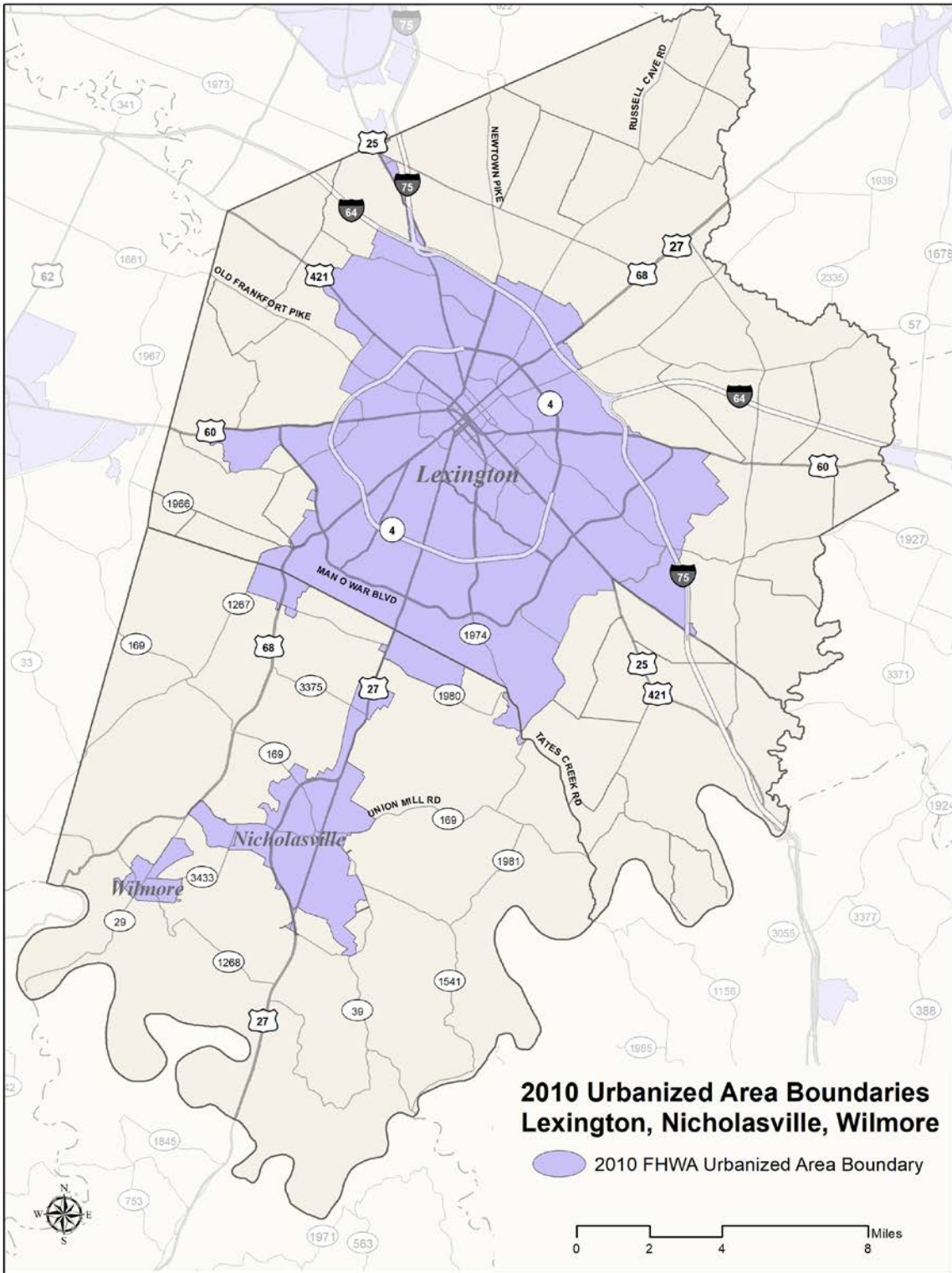
- ❖ **Jimmy Emmons** – Transportation Senior Planner
 - Areas of Responsibility: Traffic Land Use Impact, Freight Planning, Projects Information / MPO-KYTC SHIFT Coordination, Transportation Planning Support and Assistance to all other areas
 - Phone: 859-258-3165
 - Email: jamese@lexingtonky.gov

- ❖ **Parker Sherwood** – Transportation Planner
 - Areas of Responsibility: Transportation Planning Support and Assistance to all areas
 - Phone: 859-258-3168
 - Email: psherwood@lexingtonky.gov

- ❖ **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 Pedestrian Plans Development, Bicycle and Pedestrian promotion, outreach, education, safety, etc. Transportation Planning Support and Assistance to all other areas
 - Phone: 859-258-3173
 - Email: pthomson2@lexingtonky.gov

- ❖ **Brenda Whittington** – Administrative Specialist
 - Areas of Responsibility: Office Administration, Phone 859-258-3162
 - Email: bwhittin@lexingtonky.gov

Appendix H: Year 2010 Lexington Area Census Urbanized Area Map



Appendix I: 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 TPC.

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 (TTCC).

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

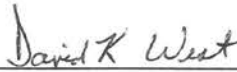
- It is the intent of the MPO, KYTC, and Lextran to carry forward the planning process on a continuing basis. It is the intention of the parties that this agreement will be in effect for a period beginning on the execution of this agreement.
- This agreement will remain in effect until terminated or 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