

Call to Order/Opening Business

- Roll Call
- Approval of Minutes for June 11, 2020
- Public Comment

Action Items

1. TIP 2019-2022 Amendment 10: (Attached) Carlton
 - 1.1. TE-0464-01: Deer Creek Trail Ext.: 1K Local Cost (Admin. Rev.) (County)
 - 1.2. KA-3236-01: Pavement Replacement, US 24 from E. of Topeka Blvd. to SN/Jeff. CO line, Change AC year for PE (Admin. Rev.) (KDOT)
 - 1.3. TE-0494-01: Shared Use Path & Ped bridge along 10th St.(New to TIP) (City of Topeka)
 - 1.4. TIP# 7-19-04-4: Purchase of 2 Electric Buses (Low-No Grant) (New to TIP) TMTA

Requesting Approval to send out for public comment.

2. UPWP 2020 Amendment 2: (Attached)
 - 2.1. Remove Safety Performance Measures Tracking Consultant
 - 2.2. Remove Intelligent Transportation System (ITS) Plan Update staff and partners project
 - 2.3. Account for Decrease in staff hours due to furloughs

Requesting Approval to send out for public comment.

3. Bikeways Master Plan Update (Link attached) Review and request to forward to Policy Board for final approval.

Presentations

- None

Discussion/Non-Action Items

- Call for project concepts for 2022-2023 TA projects

Other Items/New Business

Adjourn



ADA Notice: For special accommodations for this event, please contact the Planning Department at 785-368-3728 at least three working days in advance.

CITY OF TOPEKA
**METROPOLITAN TOPEKA PLANNING ORGANIZATION
TAC**



Technical Advisory Committee

M I N U T E S

Thursday, June 11, 2020

Voting Members present: Kristi Wilson, KDOT; Edwin Rothrock (for Bob Nugent), TMTA; Carlton Scroggins, COT/MTPO; Bill Fiander, COT Planning; Kristi Ericksen (for Jason Peek), COT Public Works (5)

Voting Members Absent: Randy Anderson, SNCO Planning; Curt Niehaus, SNCO Public Works; Steve Baalman, KDOT (3)

City of Topeka Staff Present: Taylor Ricketts & Kris Wagers, Topeka Planning & Development

Roll Call

The meeting was held via Zoom video conference and called to order by Chairman Carlton Scroggins with 5 members logged in for a quorum.

Approval of minutes for April 16, 2020

Motion by Ms. Wilson to approve; **second** by Mr. Fiander. **APPROVED** (5-0-0)

Public Comment – none

Discussion/Non-Action Items

2021-2024 TIP Bi-Annual Update/ Potential projects overview

Mr. Scroggins presented a funding summary of potential projects. Projects can be added or revised as necessary. Final approval for the TIP is usually on the agenda for either October or November TAC meetings during the year they need to be approved.

UPWP 2020/2021

Mr. Scroggins explained that there will be a UPWP amendment coming for a vote in July which will include a proposal to remove the Safety Performance Measures Tracking Consultants from the current budget. He explained that this is a clawback year so it would be good to utilize those funds, but next year we begin an update of the Transportation Master Plan which, since it's a core document update, will allow us to request that funds not be clawed back. Also, we can potentially request additional funding from the competitive grant funds.

Polk Quincy Viaduct

Mr. Scroggins noted that the project is included in KDOT's IKE Development Pipeline & T-works Construction update (Map ID 123). He explained that the development process includes right of way acquisition, utility movement and project design. At this time there is no timeline for getting the projects into the construction pipeline. Mr. Scroggins briefly reviewed the projects included.

Mr. Fiander added that the City is talking with KDOT about the Polk-Quincy Viaduct project and the possibility of reducing the overall scope to reduce cost and/or help accelerate the project. Topeka City Council has set aside up to \$20m that will likely be part of our match.

Healthy Lifestyles Grants

DRAFT

Ms. Ricketts explained that we expect to hear back soon about whether we are awarded the grant funds applied for. Virtual field assessments are scheduled for tomorrow, (6/12/2020).

Bikeways Master Plan Update

Ms. Ricketts reported that final touches are being put on the document and staff is creating a GIS story map showing vital parts of the update. This will allow TAC, Policy Board, the public, etc. an opportunity to view and comment on the update. Mr. Scroggins added that the final document will be presented to TAC and Policy Board for approval since it is an MPO document.

Zagster/Spin

Ms. Ricketts stated that due to the COVID19 pandemic Zagster has gone out of business. It is unclear at this point how the Bikeshare and Scooter projects will move forward. Mr. Rothrock stated that TMTA's board has authorized continuing its bikeshare program through the end of June, but with no transition plan and due to lack of funding, it seems unlikely that TMTA will be able to support the program past June.

Other

Kansas Avenue Bridge/Pedestrian Walkway

Mr. Fiander explained that he has been in conversation with Ms. Wilson (COT Traffic Engineer) about the possibility of expanding the sidewalk /pedestrian-way over the bridge as it provides access for a more vulnerable population to cross between the Rescue Mission and social service agencies. The idea is included in the Bikeways Master Plan update with design options, but the cost is high. It's possible that the expansion could be accomplished sometime in the future using grant funds. If it were to be made a priority in the near future, MTPO would be the proper group to make that recommendation.

Mr. Rothrock stated that Topeka Metro has buses running 4x the regular service between the Rescue Mission and Quincy Station with a bus that goes across hourly and a shuttle that makes 20 minute runs. In all, there are 4 opportunities an hour for people to catch a bus/shuttle from the Rescue Mission.

Mr. Fiander welcomed Jim Toboben of JEO. Their offices are on Kansas Avenue.

The meeting adjourned at 2:45PM



TIP 2019-2022 AMENDMENT

Amendment #10 2019-2022

Policy Board Date: 7/09/20

Projects Included:

1. TE-0464-01: Deer Creek Trail Ext.:
1K Local Cost (Admin. Rev.)
(County)
2. KA-3236-01: Pavement
Replacement, US 24 from E. of
Topeka Blvd. to SN/Jeff. CO line,
Change AC year for PE (Admin.
Rev.) **(KDOT)**
3. TE-0494-01: Shared Use Path &
Ped bridge along 10th St.(New to
TIP) **(City of Topeka)**
4. TIP# 7-19-04-4: Purchase of 2
Electric Buses (Low-No Grant) (New
to TIP) **TMTA**

Total Amount
of all projects:
\$41,274,900

FEDERAL	STATE	LOCAL
\$3,969,625	\$35,581,000	\$1,724,275

METROPOLITAN TOPEKA PLANNING ORGANIZATION

620 SE MADISON | TOPEKA KS
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Amended Project **2019-2022 TIP**
 TIP #: 2-18-01-6 KDOT #: TE-0464-01
Project Type: Transportation Alternatives
Jurisdiction: County
Project: Deer Creek Trail Extension
Fiscal Year(s): 2021
Location: From SE 10th St. to 2500 SE Highland/Dornwood Park
Total Project Cost: \$2,740,300

PROJECT Description and Justification: There was a 1K discrepancy in the local Federal Contribution of funds. (Administrative Revision)

EXPENSE SUMMARY

*Phase	Year of Obligation	TA Grant (\$)	State (\$)	Local (\$)	Total
PE	2018			\$238,000	238,000
CONST	2020	1,747,000		456,300	2,281,700
CE	2020	239,000		60,000	300,000
TOTAL		1,986,000		754,300	2,740,300

Amended Project **2019-2022 TIP**
TIP #: 3-21-02-6 KDOT #: KA-3236-01
Project Type: Roadway: Pavement Replacement
Jurisdiction: KDOT
Project: PE for Pavement Replacement
Fiscal Year(s): 2017-2021
Location: US-24 Hwy from Topeka Blvd E. to County Line
Total Project Cost: \$35,581,000

PROJECT Description and Justification: Administrative Amendment, change in AC conversion year from 2024 to 2025

EXPENSE SUMMARY

*Phase	Year of Obligation	Federal Amount	Source	State (\$)	AC	Total	AC Conver. Year
PE	2017			1,300,000	x	1,300,000	
ROW	2019			20,000		20,000	
Util	2020			10,000	x	10,000	
Const	2021			31,861,000	x	31,861,000	
CE	2021			2,390,000	x	2,390,000	
PE		1,040,000	NHPP	(1,040,000)			2025
Util		8,000	NHPP	(8,000)			2025
Const		25,488,800	NHPP	(25,488,800)			2025
CE		1,911,700	NHPP	(1,911,700)	-	-	2025
TOTAL		28,448,500		7,132,500		35,581,000	

Amended Project **2019-2022 TIP**
 TIP #: 3-21-02-6 KDOT #: TE-0494-01
Project Type: Transportation Alternatives
Jurisdiction: City of Topeka
Project: 10ft Concrete shared use path and Ped. Bridge
Fiscal Year(s): 2021
Location: N. side of 10th St. from Wanamaker Rd. to Robinson St.
Total Project Cost: \$321,100 (CONST & CE Authorized only)

PROJECT Description and Justification: TA Grant recipient project (New to TIP)

EXPENSE SUMMARY

*Phase	Year of Obligation	TA Grant (\$)	State (\$)	Local (\$)	Total
PE	2020			-	-
CONST	2021	233,500		58,400	291,900
CE	2021	12,300		16,900	29,200
TOTAL		245,800		75,300	321,100

TE-0494-01: Shared use path & Pedestrian Bridge, 10th Street



Amended Project **2019-2022 TIP**
TIP #: 7-19-04-4 KDOT #:
Project Type: Topeka Metro Transit Authority (Capital Expenditure)
Jurisdiction: TMTA
Project: Purchase of Two Electric Buses
Fiscal Year(s): 2019
Location: TMTA
Total Project Cost: \$2,632,500

PROJECT Description and Justification: FTA Low-No Grant Award

EXPENSE SUMMARY

Grant	Year of Obligation	Mill Levy (\$)	FTA Low-No Grant (\$)	Total
5339	2019	\$894,675	\$1,737,825	\$2,632,500
TOTAL		\$894,675	\$1,737,825	\$2,632,500

Funding Summary Table 2019 through 2022

Metropolitan Topeka Planning Organization
 MTPO Metropolitan Planning Area

Kansas Department of Transportation, Shawnee County, City of Topeka, and the Topeka Metropolitan Transit Authority

Amendment #10

<u>Anticipated Funding</u>	<u>Federal Total for Road, Bridge, Safety, and Enhancement Projects</u>	<u>State Total for Road, Bridge, Safety, and Enhancement Projects</u>	<u>Local Total for Road, Bridge, Safety, and Enhancement Projects</u>	<u>Federal Total for Urban Transit Projects</u>	<u>State Total for Urban Transit Projects</u>	<u>Local Total for Urban Transit Projects</u>	<u>Total of Anticipated Funding</u>	<u>Anticipated Minus Programmed</u>
2019	\$11,078,485	\$5,301,235	\$30,855,000	\$5,022,446	\$1,851,574	\$6,205,397	\$60,314,137	\$21,328,526
2020	\$5,113,187	\$3,176,546	\$30,010,000	\$4,180,608	\$730,000	\$6,624,983	\$49,835,324	\$25,238,049
2021	\$5,701,000	\$35,351,000	\$32,880,000	\$2,720,728	\$730,000	\$6,330,125	\$83,712,853	\$23,761,094
2022	\$5,113,187	\$2,400,000	\$37,530,000	\$2,743,935	\$730,000	\$6,393,427	\$54,910,549	\$33,508,788
Totals	\$27,005,859	\$46,228,781	\$131,275,000	\$14,667,717	\$4,041,574	\$25,553,932	\$248,772,863	\$46,566,575
Funding Programmed in the TIP								
Year	<u>Federal Total for Road, Bridge, Safety, and Enhancement Projects</u>	<u>State Total for Road, Bridge, Safety, and Enhancement Projects</u>	<u>Local Total for Road, Bridge, Safety, and Enhancement Projects</u>	<u>Federal Total for Urban Transit Projects</u>	<u>State Total for Urban Transit Projects</u>	<u>Local Total for Urban Transit Projects</u>	<u>Total of Programmed Funding</u>	
2019	\$11,078,485	\$1,733,100	\$13,094,609	\$5,022,446	\$1,851,574	\$6,205,397	\$38,985,611	
2020	\$816,054	\$3,176,546	\$9,069,084	\$4,180,608	\$730,000	\$6,624,983	\$24,597,275	
2021	\$5,701,000	\$35,351,000	\$8,939,634	\$2,900,000	\$730,000	\$6,330,125	\$59,951,759	
2022	\$1,100,000	\$2,400,000	\$7,778,334	\$3,000,000	\$730,000	\$6,393,427	\$21,401,761	
Totals	\$18,695,539	\$42,660,646	\$38,881,661	\$15,103,054	\$4,041,574	\$25,553,932	\$144,936,406	

Notes for Funding Programmed in the TIP

This table includes all of the forms of anticipated funding listed herein including local funds in excess of what is needed to match federal and state funding sources. Each proposed project for the TIP is placed into the TIP tables only after the project sponsor meets with the MTPO staff and identifies its funding sources.

UWPW 2020 Amendment 2

1. Remove Safety Performance Measures Tracking Consultant. Reduces budget by \$35,000. Task as been delayed for now due to decreased City budget for match, and the fact that the MTPO can delay this action, as it is still aligned with the State Safety performance targets.
2. Reduce hours allocated to ITS Plan Update and reallocate them to other program tasks proportionally, where additional need is anticipated. ITS plan will not be updated in 2020.
3. Account for decrease in staff hours due to Covid related furloughs.
4. Total cuts Decrease the total 2020 Budget from \$337,279 to \$298,891.

Tasks (Regular Hours)	UPWP #	Office Specialist	Transportation Planning Manager	Transportation Planner	Topeka Metro, Transit planner	Total Labor Hours
<u>MTPO Program Support & Administration</u>	1					
1-1 General Admin.		110	475	700		1,285
1-2 Committee Support			380	135		515
1-3 UPWP & Budget			200	150		350
1-4 Training			50	50		100
<u>Metropolitan Transportation Plan</u>	2		75	220		295
<u>Transportation Improvement Program</u>	3		40	310		350
<u>Public Involvement Plan</u>	4		55	30		85
<u>Corridor Studies & Special Studies</u>	5					
5-1 Bikeways Activities			400	150		550
5-2 Pedestrian Planning Activities			275	75		350
5-3 General Studies/Plan Reviews			50	80		130
5-4 Target Setting form Performance Measures			40	90		130
Regional ITS Architecture	6		20	40		60
<u>Transit Planning Activities</u>	7		20	10	1,683	1,713
TOTAL REGULAR HOURS		110	2,080	2,040	1,683	5,913
% of Time Spent on MPO funded activities		5.29%	100%	98%	81%	

Notes:

This budget includes a planning/marketing coordinator and finance manager position for the TMTA that are partially funded with USDOT funds. Other in-kind assistance is provided by many people in KDOT, Topeka, and Shawnee County. This assistance to the MTPO is not included in this budget. This UPWP Budget is designed to account for USDOT funds spent on the regional 3C planning program. This budget is based on regular hours for one calendar year (2,080 hours) for each full-time employee and does not include overtime pay. This budget includes funding for FHWA and FTA allocations to KDOT and KDOT sub-allocations of CPG funds to the MTPO. The federal funds from FHWA and FTA are combined into one Consolidated Planning Grant (CPG) administered by KDOT and the MTPO.

Tasks (fully Loaded Labor)	UPWP #	Consultant & Supply Costs	Office Specialist	Transportation Planning Manager	Transportation Planner	Topeka Metro. Transit Planner	Total Fully Loaded Labor	% of Total
<u>MTPO Program Support & Administration</u>	1							
1.1 General Admin.			\$2,276	\$33,040	\$14,725	\$0	\$50,041	16.70%
1.2 Committee Support			\$0	\$6,372	\$11,780	\$0	\$18,152	6.10%
1.3 UPWP & Budget			\$0	\$7,080	\$6,200	\$0	\$13,280	4.40%
1.4 Training			\$0	\$2,360	\$1,550	\$0	\$3,910	1.30%
Metropolitan Transportation Plan	2		\$0	\$10,384	\$2,325	\$0	\$12,709	4.30%
Transportation Improvement Plan	3		\$0	\$14,632	\$1,240	\$0	\$15,872	5.30%
Public Participation Plan	4		\$0	\$1,416	\$1,705	\$0	\$3,121	1.00%
<u>Corridor and Special Studies</u>	5							
5.1 Bikeways Activities			\$0	\$7,080	\$12,400	\$0	\$19,480	6.50%
5.2 Pedestrian Planning Activities			\$0	\$3,540	\$8,525	\$0	\$12,065	4.00%
5.3 General Studies/Plan Reviews			\$0	\$3,776	\$1,550	\$0	\$5,326	1.80%
5.4 Target Setting for Performance Measures			\$0	\$4,248	\$1,240	\$0	\$5,488	1.80%
Regional ITS Architecture	6		\$0	\$1,888	\$620	\$0	\$2,508	0.80%
Transit Planning Activities	7		\$0	\$472	\$620	\$63,971	\$65,063	21.80%
MTPO Staff Non-Direct Charges		\$29,606					\$29,606	
Transit Planning Relocation Maint. Bldg.		\$30,000					\$30,000	
Safety Performance Measure Tracking (Consult.)		\$0					\$0	
Bikeways Update Carryover		\$12,270					\$12,270	
Total:		\$71,876	\$2,276	\$96,288	\$64,480	\$63,971	\$298,891	100%

2020 UPWP Itemized Budget	UPWP#	Total MPO (CPG Eligible) Activities	Other (CPG Competitive Funds)
Program Support & Administration	1		
1.1 General Admin.		\$50,041	
1.2 Committee Support		\$18,152	
1.3 UPWP & Budget		\$13,280	
1.4 Training		\$3,910	
Direct Non-staff Charges			
TransCad Software License		\$1,200	
REMI Software License		\$8,000	
ArcMap Software License		\$1,689	
Tech. Support Group		\$6,062	
I.T. Fees		\$7,835	
Office Supplies/Printing/Advertising		\$1,820	
Staff Conference Costs /Travel		\$3,000	
MTP	2	\$12,709	
TIP	3	\$15,872	
Public Participation Plan	4	\$3,121	
Corridor and Special Studies	5		
5.1 Bikeways Activities		\$19,480	
5.2 Pedestrian Planning Activities		\$12,065	
5.3 General Studies		\$5,326	
5.4 Performance Measures		\$5,488	
Regional ITS Architecture	6	\$2,508	
Transit Planning Activities	7	\$65,063	
Consultant Contracts			
Transit Planning: Relocation of Maint. Bldg.		\$30,000	
Safety Performance Measure Tracking (Consult)		\$0	
Bikeways Master Plan Update (Carryover)		\$12,270	
Total Costs of 2020 Program		\$298,891	

CPG & Matching Share	
Federal Funds Being Used (80%)	\$239,113
Topeka Cash (Local Match)	\$40,984
TMTA Cash (Local Match)	\$18,794
Total Expenditures	\$298,891

Estimate of available CPG funds for 2020

2020 CPG Allocation	\$230,877
2019 CPG Carryover*	\$83,800
Total Available 2020 CPG funds:	\$314,690

2020 CPG funds programmed **\$239,113**

2020 Unencumbered funds **\$75,577**

*Estimated