

Call to Order/Opening Business

- Roll Call
- Approval of Minutes for June 13, 2019
- Public Comment

Action Items

- None

Presentations

- Mobility Management (Mike Spadafore)

Discussion/Non-Action Items

- 2019 UPWP Administrative Revision (Attached) Carlton
 - Adjustment of hour allocations within existing categories to reflect actual time spent on each task.
No change in Budget or addition of projects.
- Review progress of 2019 UPWP projects/2020 prospects
- Local Consult Invitations (Attached) KDOT
- Transportation Safety Plan (Final) Link will be forwarded prior to TAC meeting, consultant presentation to be given at August Policy Board meeting, Thursday, August 22nd.
 - TAC can review document from link to be provided and we will accept comments through Thursday August 15th.

Quick Updates

- Bikeways Master Plan Update

Other Items/New Business

Adjournment



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



Technical Advisory Committee

M I N U T E S

Thursday, June 13, 2019

Voting Members present: Curt Niehaus, SNCO Public Works; Kristi Wilson, KDOT; Edwin Rothrock, TMTA; Carlton Scroggins, COT/MTPO; Bill Fiander, COT Planning; Jason Peek, COT Public Works (6)

Voting Members Absent: Anna Ortega, SNCO Planning (1)

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

Roll Call

The meeting was called to order by Chairman Curt Niehaus with 6 members present for a quorum.

Approval of minutes for May 9, 2019

Motion by Mr. Fiander to approve; **second** by Mr. Rothrock. **APPROVED** (6-0-0)

Public Comment – none

Action Items

2019-2022 TIP Amendment #4

Mr. Scroggins reviewed the need for the amendment, noting that the TIP document will not be in compliance until the performance measures are adopted. The measures were reviewed at the May meeting and were a discussion item on the May MTPO Policy Board agenda.

Mr. Scroggins reviewed the changes made to the document since the previous meeting. Mr. Peek asked that the words “functionally classified” be added regarding the PCI score for city streets.

Mr. Fiander left at approximately 2:15PM

Mr. Scroggins thanked Kristi Wilson of KDOT for her editing of the document for both clarity and formatting. He continued his review and received requests for minor changes to the text.

Mr. Peek noted that the Transportation Safety Plan should be completed this year so in the future, some changes may be made to the goals based on that.

Motion by Mr. Peek to put the document out for public comment; **second** by Ms. Wilson. **APPROVED** (5-0-0)

Quick Updates

Bikeways Master Plan Update

Mr. Scroggins noted that staff had a “kick-off” phone call with the consultants (Toole). CSAC will serve as the steering committee. Currently the deadline for completion is in October.

Transportation Safety Plan Update

Mr. Peek stated that staff has received a draft and submitted comments back to the consultant (WSP). The contract had to be extended so while that was in process, work on the project was unable to continue.

The meeting adjourned at 2:45PM

DRAFT

SECTION 2

MTPO ACTIVITIES & THE TRANSPORTATION PLANNING PROGRAM

For 2019 the MTPO proposes to conduct planning and programming activities categorized within the following seven work tasks. These work tasks will be partially funded with federal assistance provided to the MTPO in the form of a Consolidated Planning Grant (CPG). The MTPO will work with its planning partners, KDOT, the City of Topeka, Shawnee County, Topeka Metro and paratransit providers in the MTPO in carrying out these planning activities.

Program Work Tasks:

- I. MTPO Program Support & Administration
2. Metropolitan Transportation Plan Activities (MTP)
3. Transportation Improvement Program Development (TIP)
4. Public Participation Activities
5. Corridor & Special Studies (Long Range/Short Range)
6. Regional Intelligent Transportation Systems (ITS) Architecture
7. Transit Planning Activities

1 – MTPO PROGRAM SUPPORT & ADMINISTRATION

PROGRAM OBJECTIVES

- To provide overall management of the continuing, comprehensive and cooperative (3C) transportation planning process.
- To provide staff support services to the MTPO Policy Board and Technical Advisory Committee and encourage communication within and between these groups.
- To provide for the administration of grants and contracts.

1.1

Program Support and Administration

1. General day-to-day activities associated with program support, grant administration and interagency coordination in relation to the CPG (timesheets, payroll, staff supervision, etc.)
2. Maintain records and provide reports to funding agencies on the status of transportation planning activities and resources expended.

MTPO STAFF COST ESTIMATED

BUDGET: \$51,556

1.2

Committee Support

1. Provide staff support to the MTPO Policy Board, the MTPO Technical Advisory Committee, The Complete Streets Advisory Committee (CSAC), and any other regional transportation related committees that may be formed by the MTPO or its partners. This support includes preparing any supporting meeting-related documents and maps.
2. Prepare agendas, minutes, announcements and meeting rooms to support the MTPO and TAC meetings, and to produce and post agendas and minutes on the website and in local news publications for public review.

MTPO STAFF COST ESTIMATED

BUDGET: \$26,553

1.3

UPWP & Budget

1. Monitor progress toward completing the tasks included in the approved 2019 UPWP.
2. Prepare and approve the 2020 UPWP.
3. Prepare and approve amendments to the 2019 UPWP.
4. Prepare and receive quarterly billing information and submit requests for reimbursements to KDOT.

MTPO STAFF COST ESTIMATED

BUDGET: \$13,692

MTPO STAFF COST ESTIMATED BUDGET: \$3,910

Training opportunities that are proposed for 2019 include, but are not limited to, the following:

- Kansas APA Conference
- Kansas Association of Metropolitan Planning Organizations (KAMPO) meetings
- Transportation related webinars
- National Transit Institute and National Highway Institute workshops and online webinars in the region that provide training for MPO related topics
- Applicable GIS or other software training which supports MTPO activities
- Other relevant training that the MTPO Secretary directs the MTPO Staff to attend that is approved by KDOT

2 – METROPOLITAN TRANSPORTATION PLAN (MTP)

MTP ACTIVITIES & PRODUCTS

1. Model Refining (On-going)
2. Produce model runs if needed for plan implementation projects (on-going)

MTPO STAFF COST ESTIMATED BUDGET: \$1,416

BACKGROUND & UPDATE ACTIVITIES

The current Metropolitan Transportation Plan was updated in 2017 (Futures 2040 Regional Transportation Plan). MTP activities for 2019 will consist of MTPO staff refining the traffic model, as well as running traffic scenarios that may arise from MTPO partners. Demographic updates will also be refined in the intervening years until the next update is due in 2022.

3 – TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

PROGRAM ACTIVITIES:

1. Process TIP amendments quarterly, as necessary.

PRODUCTS:

1. Annual listing of 2019 obligated projects (4th quarter)

MTPO STAFF COST ESTIMATED BUDGET: \$9,236

PROGRAM OBJECTIVES

- To program, schedule and prioritize all regionally significant and/or federally funded transportation improvement projects that are consistent with the Long Range Transportation Plan and that are currently within the financial budgets of the project sponsoring agency.
- To ensure public participation procedures are carried out in the TIP development and amendment processes.

4 – PUBLIC PARTICIPATION & TITLE VI COMPLIANCE ACTIVITIES

Civil Rights Compliance Activities: In 1994 Presidential Executive Order 12898 (Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations) was issued. It stated“Each Federal agency shall make achieving environmental justice part of its mission by identifying and addressing, as appropriate, disproportionately high and adverse human health or environmental effects of its programs, policies, and activities on minority populations and low-income populations”...

THERE ARE THREE FUNDAMENTAL ENVIRONMENTAL JUSTICE PRINCIPLES:

- A. TO AVOID, MINIMIZE, OR MITIGATE DISPROPORTIONATELY HIGH AND ADVERSE HUMAN HEALTH OR ENVIRONMENTAL EFFECTS, INCLUDING SOCIAL AND ECONOMIC EFFECTS, ON MINORITY AND LOW-INCOME POPULATIONS.
- B. TO ENSURE THE FULL AND FAIR PARTICIPATION BY ALL POTENTIALLY AFFECTED COMMUNITIES IN THE TRANSPORTATION DECISION-MAKING PROCESS.
- C. TO PREVENT THE DENIAL OF, REDUCTION IN, OR SIGNIFICANT DELAY IN THE RECEIPT OF BENEFITS BY MINORITY AND LOW-INCOME POPULATIONS.

The MTPO remains committed to supporting Federal Environmental Justice requirements and maintaining compliance with Title VI of the Civil Rights Act. As such, the MTPO will create and submit necessary reports to comply with Title VI of the Civil Rights Act and the American with Disabilities Act and analyze the new Transportation Improvement Plan (TIP) with respect to Environmental Justice requirements.

In an effort to address Environmental Justice (EJ) and public participation concerns, and in an effort to better understand the transportation needs in the MTPO Area, the MTPO will collect information about, and assess the distribution of, transportation projects and their impacts across the region and among different population groups in the MTPO metropolitan planning area. These groups will include; Neighborhood Improvement Associations (NIAs), Americans with Disabilities Act (ADA) groups, the local branch of the NAACP, senior transportation groups and other organizations representing low-income and/or minority populations in the MTPO Area. The current Title VI Plan was reviewed in 2013 and made compliant with the new Transportation Bill MAP 21.

All of the Public participation objectives outlined below are performed in accordance with all MTPO projects, plans and amendments. Staff time associated with the PPP element is solely attributed to any amending of any of the public participation guidance document; (PPP, Citizens Guide to Transportation Decision Making, LEP, transportation informational brochures and the Title VI Plan and complaint procedure form distributed both in the Planning office and on the MTPO website.) Active public involvement activities are accounted for within the development process of each document or project.

PROGRAM OBJECTIVES:

- To provide meaningful opportunities for residents of the MTPO area to participate in the Metropolitan Transportation Planning process
- To encourage activities that allow the MTPO to meet its Title VI and Environmental Justice obligations by providing meaningful opportunities for all persons to participate in the metropolitan transportation planning process.
- Ensure continued EJ compliance.
- Incorporate the principles outlined in the Limited English Proficiency (LEP) Plan into the MTPO planning development process.
- Ensure that proper public participation, as outlined in the adopted PPP, is adhered to in carrying out all projects, plans, and documents.
- Make community groups aware of regional transportation planning decisions that are being made and to seek their input into these MTPO decisions.

PROGRAM ACTIVITIES

1. General website maintenance,
2. Prepare public information ads for the Topeka Metro News and the official city information channel (Channel 4)
3. Hold public participation meetings in association with all MTPO sponsored activities documents and project updates requiring public input.
4. Update Title VI plan

PRODUCTS & TIMELINE

1. Maintain the MTPO website (ongoing)
2. Annual Title VI Compliance Report (September)
3. Updated Title VI plan (December)

MTPO STAFF COST ESTIMATED BUDGET: \$1,874

5 – CORRIDOR & SPECIAL STUDIES

Includes the costs of activities specifically emphasizing regional policy and system planning for non-transportation functional areas, including the development and maintenance of related data collection and analysis systems, demographic analysis and non-transportation modeling, and forecasting activity (e.g., land use, housing, human services, environmental/natural resources, recreation/open space, and public facilities).

1. GIS Development. Provide for the development of transportation related applications within the MTPO GIS platform.

PROGRAM OBJECTIVES

1. To analyze specific corridors located within the MTPO metropolitan planning area and address any transportation needs that may exist in those areas.
2. To conduct and/or manage special studies, plans and/or surveys that are needed to produce quality planning documents that will enhance transportation needs within the MTPO area.
3. To provide the MTPO partners and special interests groups with specialized information designed to address particular transportation planning related issues that are not specifically addressed in other MTPO planning documents.
4. Complete tasks associated with the implementation of the Bikeways Master Plan and the Pedestrian Master Plan.
5. Assist and educate the newly formed Complete Streets Advisory Committee on Complete Streets concepts and project plan review.

5.1

Bikeways Activities

1. Work with city and county departments to determine the logistics of bicycle lane placement and signage for the implementation of phase III of the Bikeways Study.
2. Study other city's bikeway initiatives and determine what methods will work best for the MTPO area
3. Update the Bikeways Master Plan recommendations for Phase IV of the Plan.
 - Staff will be working with consultants to update plan
 - Evaluating the ultimate designs suggested in the original plan and making changes if necessary
 - Exploring other alternatives
4. Assist in gathering Bike and Pedestrian counts

BIKEWAYS PRODUCTS:

1. Completion of phase III (4th quarter)
2. Bikeways IV Updated Plan (4th quarter)

CONSULTANT COST ESTIMATED BUDGET: \$50,000

MTPO STAFF COST ESTIMATED BUDGET: \$20,008

5.2

Pedestrian Planning Activities

Work with city and county departments to determine a priority order for sidewalk placement for sidewalks purchased through different funding sources (as warranted on a project by project basis)

1. Survey sidewalks. (as warranted on a project by project basis)

PEDESTRIAN PRODUCTS:

1. Completion of sidewalks commensurate with the Pedestrian Plan recommendations (on-going)

**MTPO STAFF COST ESTIMATED
BUDGET: \$10,247**

5.3

General Studies & Plan Reviews

Sub-regional plans for neighborhoods and corridor plans in the Topeka Urbanized Area are ongoing. The MTPO staff supplies reviews, comments and in some instances data for these cases. The MTPO staff will continue this process of providing transportation related comments to transportation planning partners as these studies arise whether they are MTPO led or managed by other entities.

PRODUCTS & ESTIMATED TIMELINES:

1. Bikeways implementation phase III (4th Quarter)
2. Prepare maps, data and reports in support of special studies being conducted by the MTPO or other MTPO partner groups. (Throughout year as needed)

GENERAL STUDIES ACTIVITIES:

1. The MTPO staff will assist with special studies or surveys that are needed to address special concerns or issues raised by the MTPO Policy Board, the MTPO-Technical Advisory Committee or the MTPO partners and consultants.
2. The MTPO staff along with the Complete Streets Advisory Committee will review new projects to ensure compliance with Complete Streets standards.

**MTPO STAFF COST ESTIMATED
BUDGET: \$14,865**

5.4

Target Setting for Performance Measures

The MTPO staff along with its partners will research base line numbers for Performance Measures identified by KDOT which are now requirement of the current transportation bill. This Bill states:

- per 23 CFR 40.324(f), metropolitan transportation plans will document performance measures and targets, evaluate past condition and performance, and report progress achieved in meeting performance targets
- If an MPO agrees to adopt/support a State performance target, the MPO will document the State's target in their metropolitan transportation plan and describe whether the State was able to achieve that target based on data for past condition and performance.
- If an MPO establishes a performance target for their metropolitan planning area, the MPO will document the target in their metropolitan transportation plan and describe whether the MPO was able to achieve that target based on data for past condition and performance.

**MTPO STAFF COST ESTIMATED
BUDGET: \$3.910**

PRODUCTS & ESTIMATED TIMELINES:

1. Decision on Performance Measures (3rd Quarter)
2. Performance Measure Targets (1st Quarter)

5.5

Transportation Safety Plan (TSP, Carryover Tasks)

This is a plan that began in 2017 and continued through 2018. The original contract has been amended to include the addition of a public meeting at the request of the MTPO and KDOT. For 2019 this project's final tasks will be completed, thus completing the Transportation Safety Plan. The goal of this document is to provide each reader with a tool to guide safety-related decision-making and investment and support existing local, regional, and state transportation plans. Below is an FHWA overview of the purpose of a traffic safety plan:

1. Identify and prioritize projects/activities that will help reduce the number of fatal and serious injury crashes within the local transportation system.
2. Provide data driven analysis of crash locations, crash rates, crash frequency, contributing factors, and appropriate countermeasures.
3. Set performances measures for traffic safety to support Long Range Transportation Plan efforts.
4. Include stakeholder representation of engineering, enforcement, education, and emergency response to craft a plan appropriate for Topeka.

**MTPO STAFF COST ESTIMATED
BUDGET: \$5.946**

CONSULTANT COST ESTIMATED BUDGET: \$12.666

PRODUCTS & ESTIMATED TIMELINES:

1. Decision on Performance Measures (3rd Quarter)
2. Performance Measure Targets (1st Quarter)

6 – REGIONAL INTELLIGENT TRANSPORTATION SYSTEM (ITS) ARCHITECTURE

PROGRAM ACTIVITIES

1. Review transportation projects/plans for ITS compliance. (on-going)
2. Staff will participate in quarterly meetings of the Traffic Incident Management System (TIMs) committee for Shawnee County.

PROGRAM OBJECTIVES

- Maintain an ITS architecture that all public works departments, law enforcement agencies, emergency response agencies, public transit providers, and government transportation agencies can use to design and implement a seamless ITS that operates throughout the region and is compatible with the National ITS Architecture.
- Educate public officials and interested parties in the region about Intelligent Transportation System (ITS) and how it impacts the operation of the region's transportation facilities and services.

MTPO STAFF COST ESTIMATED BUDGET: \$782

7 – PUBLIC TRANSIT PLANNING

The UPWP document includes TMTA planning activities that will be conducted in 2019. An annual agreement between the MTPO and TMTA describes all of the stipulations and requirements that must be met in order for TMTA to receive these CPG funds. This allocation is dependent on the annual availability of federal funds. In 2019, a full time salary for transit planner will be funded in part with CPG funds.

PROGRAM OBJECTIVES

1. Provide strategic planning for efficient and effective transit services within the MTPO area services.

PROGRAM ACTIVITIES

1. Finish LRTP which began in 2018
2. **Bus Shelter Program:** Work to implement Topeka Metro's ongoing Bus Shelter Program, which includes evaluation of routes for best placement of a shelter, communication with local business to gain permission, coordination with the City on placement, and work with engineers and contractors to get the shelters on the ground. A TA grant was awarded to TMTA to continue this process into 2017.
3. **Ridership reports for FR and shuttles/events:** Monthly ridership reports are maintained to present to staff, the Board, FTA, and the National Transit Database. This includes ridership for Metro's fixed-route as well as any shuttles, events or promotions that occur.
4. **Bus Stop inventory:** Create a list of all the shelters, benches and bus stop signs in the system. Include the status of the shelter/bench, a photo, when it was installed, and which routes it serves.
5. **Miscellaneous:** Assess the need for sidewalk connectivity on bus routes; create maps for various presentations.
6. **Admin/Maintenance building relocation study:** Topeka Metro Staff along with consultants will conduct a study to identify potential future site locations to facilitate operational efficiencies thereby facilitating the potential of riverfront redevelopment efforts at the current site.

Short-Range Products

MTPo STAFF COST ESTIMATED BUDGET:

\$64,908

1. Pursuing ADA compliance for all bus stops with shelters, benches or standing pads
2. Monthly Ridership Reports
3. Production of Ridership Maps
4. ITS integration planning

Long-Range Products

TRANSIT ADMINISTRATION AND MAINTENANCE FACILITIES RELOCATION STUDY:

The Topeka Metro is looking for a new site to relocate the current operations that consist of administrative staff, maintenance operations, and vehicle storage. The new site shall accommodate 30 thirty five foot buses, 10 paratransit vehicles and 10 non-revenue vehicles.

CONSULTANT ESTIMATED BUDGET:

\$30,000

AECOM proposes to begin their work by holding a planning session to review the required needs and gather existing information. This collaborative workshop via conference call will help the team drill down into specific project goals and objectives and will provide valuable decisions to drive the site concepts. Overall tasks for this project will include:

- Provide conceptual site plan sketch for three sites located within a 1/2 mile location of the Quincy Street Station that incorporate all anticipated design elements including traffic flow patterns. Each concept will review storm water management, utility assessment and a zoning review.

LONG-RANGE TRANSIT PLAN PHASE II: CONSULTANT ESTIMATED BUDGET: \$125,000

AECOM is assisting Topeka Metro in the development of a Long-Range Transit Plan. TMTA's most recent comprehensive operations analysis took place in 2010, and this will be the first long-range plan for transit in Topeka. This effort will result in a clearer focus of goals, and strategies to reach those goals, within the next 5-, 15-, and 25-year time periods. This plan will be complementary to Topeka's recently completed Futures 2040 Plan, Pedestrian Master Plan, Complete Streets Policy, and Bikeways Master Plan by providing a deeper analysis of transit-related goals, public engagement, service improvement strategies, infrastructure improvements, funding strategies, and alternative transportation programs. The development of this plan will better position Topeka Metro to reevaluate progress on a 5-year cycle and restructure focus areas based on current community input. Phase I of the Topeka Metro Long Range Transit Plan included gathering information about transit needs and existing conditions through public outreach and input from a Steering Committee made up of transit services stakeholders. Phase II of the Topeka Metro Long Range Transit Plan will include the following components:

- 1-2 public open house
- 3-4 Board meetings
- 2 Steering Committee meetings
- 1 City Council Meeting
- Phase 2 MetroQuest online engagement tool to gather data on service priorities and trade-offs
- Final existing conditions report
- Short- and Long-term priority summary
- Draft and Final LRTP

This Long-Range Transit Plan will provide Topeka Metro with a "living document," one that is referenced and utilized when TMTA is considering a new project or evaluating progress on ongoing efforts.

SECTION 3

BUDGET

The budget for the MTPO's MTP operations is included in this UPWP document in order to indicate how the Consolidated Planning Grant (CPG) funds are being used to further the 3-C (continuing, comprehensive, cooperative) planning process in our metropolitan planning area.

The UPWP Budget does not include overhead expenses (office rent, utilities, insurance, etc.) since all of those indirect expenses are covered by the host agency (i.e., City of Topeka). Most of the expenses included in the UPWP Budget are for actual time worked by MTPO designated staff including selected TMTA staff and any MTPO approved consultant contracts. This budgeting process is used because, as the MTPO's host, the City handles certain accounting, purchasing and personnel functions for the MTPO. This also avoids the time and expense for our small MPO to obtain office space, utilities, and pay other indirect costs using Federal rules.

In addition to the staff costs, the MTPO is also including some direct charges for items such as travel expenses, office supplies, conference and training fees, software and software license renewals in the 2019 budget. These items can be readily attributable to the MTPO operation and can be easily tracked as separate MTPO expenses.

This 2019 UPWP includes funds from Topeka and the USDOT (through the Consolidated Planning Grant administered by KDOT) for most of the work tasks. For the work task involving transit planning most of the local share is provided by the Topeka Metro, while Topeka funds from the City's general operating budget make up a portion of the local match for MTPO Staff and City sponsored projects. KDOT also supplies cash funds for City or TMTA match funds which are an "incurred" cost from Corridor Management (CM) funds, when those funds are available. Eligibility for the use of these CM funds by the City of Topeka or TMTA is determined by FHWA and KDOT on a case by case basis.

2019 UPWP Budget			UPWP #	Total MTPO (CPG Eligible) Activities	Other CPG Competitive Grant
<u>Program Support & Administration</u>			1		
1.1 General Admin.				\$51,556	
1.2 Committee Support				\$26,553	
1.3 UPWP & Budget				\$13,692	
1.4 Training				\$3,910	
MTP			2	\$1,416	
TIP			3	\$9,236	
Public Participation Plan			4	\$1,874	
<u>Corridor and Special Studies</u>			5		
5.1 Bikeways Activities				\$20,008	
5.2 Pedestrian Plan Activities				\$10,247	
5.3 General Studies/ Plan Reviews				\$14,865	
5.4 Target Setting for Performance Measures				\$3,910	
5.5 Transportation Safety Plan				\$5,946	
Regional ITS Architecture			6	\$782	
Transit Planning Activities			7	\$64,908	
Transit Admin/Maintenance Bldg. Relocation Study				\$30,000	
Transit Consultant (LRTP Phase II)					\$125,000
Bikeways Master Plan Update				\$50,000	
Transportation Safety Plan (Carryover)				\$12,665	
<u>Direct Non-Staff Charges</u>					
Software Licenses'				\$10,889	
IT Fees				\$7,835	
Tech. Support Group (TSG)				\$6,062	
Office Supplies/Printing/Advertising				\$1,500	
Conferences/Travel				\$4,500	
Total Costs of 2019 Program				\$352,354	\$125,000

CPG & Matching Share		
Federal Funds Being Used (80%)		\$381,883
Topeka Cash (Local Match)		\$51,677
TMTA Cash (Local Match)		\$43,794
Total Expenditures		\$477,354

Estimate of available CPG funds for 2020

2019 CPG Allocation*	\$300,000
CPG Competitive Grant Award (LRTP)	\$100,000
Total 2019 CPG funds:	\$400,000
2019 CPG funds programmed	\$377,486
2019 Unencumbered fund	\$22,514
CPG allocation \$264,445, plus estimated supplement.	

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	650	600		1,345
1.2 Committee Support				290	415		705
1.3 UPWP & Budget				185	160		345
1.4 Training				50	50		100
Metropolitan Transportation Plan		2		30	0		30
Transportation Improvement Plan		3		130	100		230
Public Participation Plan		4		20	30		50
<u>Corridor and Special Studies</u>		5					
5.1 Bikeways Activities				240	280		520
5.2 Pedestrian Planning Activities				135	125		260
5.3 General Studies/Plan Reviews				200	175		375
5.4 Target Setting for Performance Measures				50	50		100
5.5 Transportation Safety Plan				80	70		150
Regional ITS Architecture		6		10	10		20
Transit Planning Activities		7		10	15	1,683	1,723
Total Regular Hours			110	2,080	2,080	1,683	5,953
% of Time Spent on MPO funded activities			5.29%	100%	100%	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	\$30,680	\$18,600	\$0	\$51,556	22.5%
1.2 Committee Support				\$0	\$13,688	\$12,865	\$0	\$26,553	11.6%
1.3 UPWP & Budget				\$0	\$8,732	\$4,960	\$0	\$13,692	6.0%
1.4 Training				\$0	\$2,360	\$1,550	\$0	\$3,910	1.7%
Metropolitan Transportation Plan		2		\$0	\$1,416	\$0	\$0	\$1,416	0.6%
Transportation Improvement Plan		3		\$0	\$6,136	\$3,100	\$0	\$9,236	4.0%
Public Participation Plan		4		\$0	\$944	\$930	\$0	\$1,874	0.8%
<u>Corridor and Special Studies</u>		5							
5.1 Bikeways Activities				\$0	\$11,328	\$8,680	\$0	\$20,008	8.7%
5.2 Pedestrian Planning Activities				\$0	\$6,372	\$3,875	\$0	\$10,247	4.5%
5.3 General Studies/Plan Reviews				\$0	\$9,440	\$5,425	\$0	\$14,865	6.5%
5.4 Target Setting for Performance Measures				\$0	\$2,360	\$1,550	\$0	\$3,910	1.7%
5.5 Transportation Safety Plan Development				\$0	\$3,776	\$2,170	\$0	\$5,946	2.6%
Regional ITS Architecture		6		\$0	\$472	\$310	\$0	\$782	0.3%
Transit Planning Activities		7		\$0	\$472	\$465	\$63,971	\$64,908	28.4%
Transit Consults. (Facility Reloc.)			\$30,000						0.0%
Transit Consults. (Long Range Transit Plan)			\$125,000						
Bikeways Plan update			\$50,000						
Transportation Safety Plan (Carry Over)			\$12,665						
MTPO Staff Non-Direct Charges			\$30,786						
Total:			\$248,451	\$2,276	\$98,176	\$64,480	\$63,971	\$228,903	100%

Dear Stakeholder,

I'm pleased to invite you to attend Local Consult meetings in August. These meetings are an important opportunity for stakeholders, like you, to share information about needed transportation projects and help shape the future of transportation in Kansas.

- **New projects.** During the first hour, we'd like to hear from stakeholders about new transportation projects that are needed. During the Joint Legislative Transportation Vision Task Force meetings held last Fall, participants testified about project needs that totaled more than \$18 billion. A list of those projects is available [here](#). If there are new projects you'd like to share with us or if you have additional information about one of the projects already on the list, please plan to participate during that first hour. Additional details about logistics will be provided in the coming weeks.
- **Scenario planning.** In the second two hours, we'll work with all stakeholders to envision the future of Kansas by reviewing facts and trends, discussing risks and exploring alternative future possibilities. Using scenario planning approaches, we'll examine long-term and emerging trends, how they could impact Kansas' transportation system, and what infrastructure investments can be made to help future-proof our infrastructure and cultivate prosperous, healthy communities for all Kansans. Scenario planning is at the forefront of national planning practices and these discussions will provide valuable information for the next Kansas Long Range Transportation Plan (LRTP).

We will host another round of Local Consult meetings later this Fall. At those meetings, we will build upon the discussions this summer to determine regional priorities for future transportation investments. Collaboration is at the heart of this process – just as it was for the development of the T-WORKS program. But a lot has changed in the last 10 years, and it's time for the next transportation program to take full advantage of accelerating rate of change in technology and growing interest in transit, aviation, rail, broadband and economic vitality.

Below are the dates and locations for the August Local Consult meetings. The same information will be discussed at each meeting, so please select the date and location most convenient to you.

Please let us know which meeting you plan to attend or if you have any questions by contacting Mike Moriarty, KDOT Bureau Chief – Transportation Planning, at 785-296-8864 or Michael.Moriarty@ks.gov.

Thank you.

Julie L. Lorenz

Secretary of Transportation

Director of Kansas Turnpike Authority

700 SW Harrison St.

Topeka, KS 66603

Julie.Lorenz@ks.gov

Local Consult Meeting Dates

Monday, August 19, 2019

1:30- 4:30 pm

Northcentral Region—Salina

Kansas Highway Patrol Academy

2025 East Iron

Salina, KS 67401

Tuesday, August 20, 2019

Southcentral Region—Hutchinson

9:00 am – 12:00 pm

Atrium Hotel & Conference Center

1400 North Lorraine St.

Hutchinson, KS 67501

Wednesday, August 21, 2019

Southeast Region—Independence

9:00 am – 12:00 pm

Independence Civic Center

410 N. Penn Ave.

Independence, KS 67301

Thursday, August 22, 2019

Kansas City Metro Region—Overland Park

9:00 am – 12:00 pm

Matt Ross Community Center

8101 Marty Street

Overland Park, KS 66204

Monday, August 26, 2019

Northeast Region – Topeka

1:30 – 4:30 pm

Capital Plaza

1717 SW Topeka Blvd

Topeka, KS 66612

Tuesday, August 27, 2019

Wichita Region – Wichita

9:00 am – 12:00 pm

Eugene Metroplex

5015 East 29th Street N

Wichita, KS 67260

Wednesday, August 28, 2019

Southwest Region – Dodge City

9:00 am – 12:00 pm

Dodge House Convention Center

2409 West Wyatt Earp Blvd.

Dodge City, KS 67801

Thursday, August 29, 2019

Northwest Region – Hays

9:00 am – 12:00 pm

Fort Hays State Union

700 College Drive

Hays, KS 67601