

**OWENSBORO-DAVIESS COUNTY
METROPOLITAN PLANNING ORGANIZATION**

UNIFIED PLANNING WORK PROGRAM

FY 2020



Prepared by the
OWENSBORO-DAVIESS COUNTY MPO
300 GRADD Way
Owensboro, KY 42301

www.gradd.com/TRAN/Oboro_Daviess_MPO

This report has been prepared in cooperation with or with financial assistance from all or several of the following public entities: Federal Transit Administration, Federal Highway Administration, Kentucky Transportation Cabinet, City of Owensboro, Kentucky, and Davies County, Kentucky. This financial assistance notwithstanding, the contents of this report do not reflect the official views or policies of the funding agencies. Accuracy of the information presented herein is the responsibility of the Green River Area Development District, based upon project information submitted by sponsoring agencies.

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I. INTRODUCTION

FY 2020 UPWP PURPOSE

The Unified Planning Work Program (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 Fiscal Year.

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.

This FY 2020 UPWP was prepared by the Owensboro-Daviess County Metropolitan Organization (MPO), c/o the Green River Area Development District (GRADD), which serves as staff to the Owensboro-Daviess County MPO. This work program covers a one-year period, beginning July 1, 2019 and ending June 30, 2020. It details the transportation planning activities, planning tasks, timelines and products that meet the federal requirements for Owensboro and Daviess County. It also outlines expenditures attributed to individual work elements and the funding sources to be used.

The UPWP contains several uniform elements that accomplish these items:

- Provide a management tool and guidance for the conduct of transportation planning studies, as part of the requirements of the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA).
- Provide a list of funding amounts and breakdowns for each transportation planning element.
- Detail the various agencies participating in the MPO process.
- Outline those activities to be undertaken during FY 2020.
- Describe the completion timelines and products to be produced for each work element.

TRANSPORTATION LEGISLATION

The Fixing America's Surface Transportation (FAST) Act replaced MAP-21 and became law on December 7, 2015. The new law authorizes Federal transportation programs for Federal fiscal years 2016 through 2020. Requirements for planning and investing in the nation's surface transportation infrastructure are outlined in the FAST Act. MPO staff, in coordination with USDOT and KYTC, will initiate efforts to carry out each of the planning directives thoughtfully and thoroughly for the ongoing transportation planning process and will consider the directives with all current MPO documents. Staff will also coordinate with FHWA, FTA, KYTC, and other MPOs to work toward full implementation of Performance Based Planning and Programming (PBPP) requirements.

Planning Factors:

The metropolitan transportation planning process shall be continuous, cooperative, and comprehensive (3C); and provide for consideration and implementation of projects, strategies, and services that will address the following planning factors:

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

10. Enhance travel and tourism.

Livability Principles

The Owensboro-Daviess County MPO has adopted and continues to implement the six “Livability Principles” set forth in the 2009 coordinated policy of the U.S. Department of Transportation, U.S. Department of Housing and Urban Development, and the U.S. Environmental Protection Agency. These livability principles are:

1. Provide more transportation choices;
2. Promote equitable, affordable housing;
3. Enhance economic competitiveness;
4. Support existing communities;
5. Coordinate and leverage federal policies and investment; and
6. Value communities and neighborhoods.

II. ESTABLISHMENT OF THE OWENSBORO-DAVIESS COUNTY MPO

A. Designation Authority of the Owensboro-Daviess County MPO

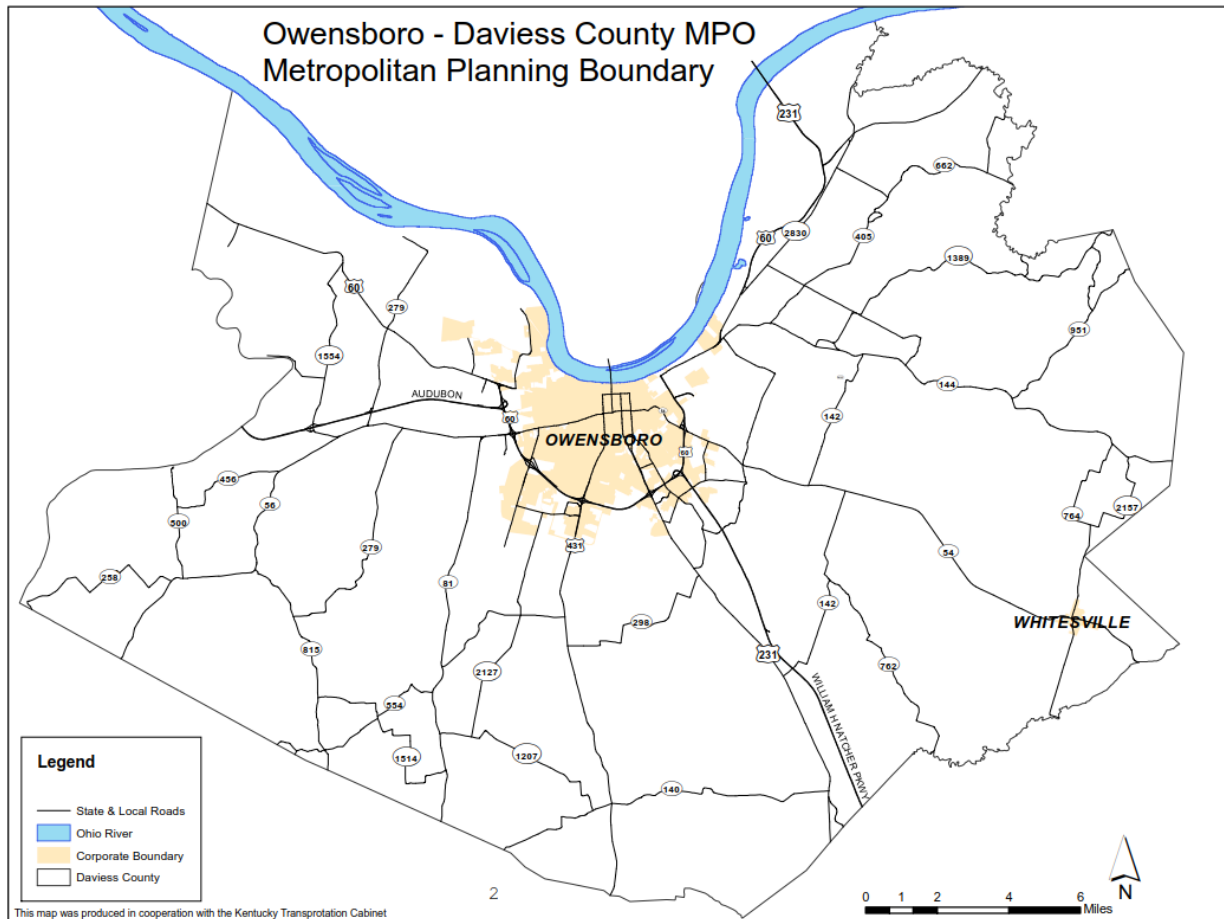
The Commonwealth of Kentucky, the City of Owensboro, and Daviess County officially designated the Green River Area Development District as the MPO Staff Agency in 1974. This designation will remain valid unless the MPO is re-designated by the Governor and local units of governments representing at least 75 percent of the population in the area served by the MPO.

B. Description of the current Metropolitan Transportation Planning Boundary

The Owensboro-Daviess County MPO provides transportation planning services for the City of Owensboro, the City of Whitesville and all of Daviess County. The map below displays the current planning boundary for the MPO. If deemed appropriate, and approved by the MPO and the Governor, the boundary may be expanded to foster an effective planning process.

C. MPO Planning Area Map

This map represents the Owensboro–Daviess County MPO planning area



III. ORGANIZATION OF THE OWENSBORO-DAVIESS COUNTY MPO

A. MPO STAFF

The Owensboro-Daviess County MPO staff is under the umbrella of the Community and Economic Development department within the Green River Area Development District (GRADD). The GRADD provides staff support for the Owensboro–Daviess County MPO to assist with the accomplishment of the objectives of the transportation planning process. The MPO staff is funded with Federal PL funds (80%), with the Kentucky Transportation Cabinet (KYTC) providing 5% of the required match, and the participating local governments providing the remaining 15% match. The MPO staff is also funded by Federal Transit Administration (FTA) funds (80%) with the City of Owensboro providing the local match (20%).

MPO Transportation Planning and Support Staff:

Joanna Shake, Associate Director for Community and Economic Development, GRADD
 Debra James, Associate Director for Finance and Administration, GRADD
 Tom Lovett, MPO Coordinator, GRADD
 Jennifer Alvey, GIS Analyst, GRADD
 Mariah Myers, Grants and Contracts Fiscal Manager, GRADD
 Cyndi Isbill, Administrative Assistant, GRADD

B. POLICY COMMITTEE

The Policy Committee functions as the MPO policy board for cooperative transportation planning, decision-making and programming affecting the metropolitan planning area including responsibility for the review and approval of appropriate plans, implementation programs and other similar actions.

Functions of the Policy Committee

- Initiate, guide and sanction the necessary activities required for the development of a Coordinated, Comprehensive and Continuing (3-C) Urban Transportation Planning Process;
- Examine the adequacy and appropriateness of the transportation planning process;
- Review various agreements entered into for the execution of transportation planning within the MPO area;
- Review and approve proposed goals, objectives and policies of the MPO transportation planning process;
- Review and approve all MPO short and long-range transportation plans, studies, and all other documents required of the MPO planning process; and
- Approve additions to the MPO Technical Advisory Committee (TAC).

Membership of the Policy Committee

The Policy Committee has three voting members and two nonvoting members. The voting members are:

1. Daviess County Judge/Executive;
2. City of Owensboro Mayor; and
3. Secretary of the Kentucky Transportation Cabinet.

The Secretary will provide a listing of designees.

The nonvoting members are:

1. Federal Highway Administration (FHWA) Kentucky Division Administrator; and
2. FTA Regional Administrator.

Ex officio members may be added or deleted by the Policy Committee (with the exception of FHWA and FTA members).

The Owensboro Transit System, being a department within the City of Owensboro, is represented by the Mayor on the Policy Committee.

Current Policy Committee members:

- Tom Watson, Mayor, City of Owensboro – Chair
- Al Mattingly, Judge/Executive, Daviess County
- Greg Thomas, Secretary, Kentucky Transportation Cabinet (Deneatra Henderson, Designee for KYTC)
- Thomas L. Nelson, Jr., KY Division Administrator, FHWA (non-voting)
- Yvette Taylor, Regional Administrator, FTA (non-voting)

C. TECHNICAL ADVISORY COMMITTEE

The Technical Advisory Committee (TAC) provides assistance and makes recommendations to the Policy Committee in carrying out the goals and objectives of the MPO. The TAC also provides guidance to the MPO staff and consultants in conducting the work specified in the UPWP. Additional and specific responsibilities may be defined, as needed, by the Policy Committee.

Functions of the Technical Advisory Committee

- Develop, review and comment on proposed goals, objectives and policies for the MPO transportation planning process;
- Review and provide direction on the development of all MPO short- and long-range transportation plans, studies and Unified Planning Work Program (UPWP) elements as required by the MPO planning process;
- Facilitate coordination, communication and understanding between the public, policy/decision makers, transportation-related agencies and all other parties involved in or affected by the MPO planning process; and
- Carry out any other tasks as required by the MPO.

Membership of the Technical Advisory Committee

1. City Manager, Owensboro – Chair
2. City Engineer, Owensboro
3. Daviess County Fiscal Court
4. County Engineer, Daviess County
5. Owensboro Metropolitan Planning Commission
6. Owensboro Transit System
7. Owensboro-Daviess County Regional Airport
8. Owensboro Riverport Authority
9. Greater Owensboro Chamber of Commerce
10. Greater Owensboro Economic Development Corporation
11. Green River Area Development District
12. Owensboro Police Department, Traffic Unit
13. Daviess County Sheriff's Department
14. Owensboro Municipal Utilities
15. Kenergy Corporation
16. Regional Water Resource Agency
17. KYTC District 2
18. KYTC Central Office Division of Planning
19. KYTC, Office of Transportation Delivery
20. FHWA, Kentucky Division (non-voting)

Current Technical Advisory Committee members

- Nate Pagan, City Manager, Owensboro – Chair
- Kevin Collignon, City Engineer, Owensboro
- Charlie Castlen, Daviess County Fiscal Court
- Mark Brasher, County Engineer, Daviess County
- Brian Howard, Director, Owensboro Metropolitan Planning Commission
- Pamela Canary, Manager, Owensboro Transit System
- Robert Barnett, Manager, Owensboro-Daviess County Regional Airport
- Brian Wright, Director, Owensboro Riverport Authority
- Candance Brake, President/CEO, Greater Owensboro Chamber of Commerce
- Brittaney Johnson, President/CEO, Greater Owensboro Economic Development Corporation
- Jiten Shah, Executive Director, Green River Area Development District
- Sgt. Mike Page, Owensboro Police Department
- Lt. Scott Wedding, Daviess County Sheriff's Department
- Tim Lyons, Director of Delivery, Owensboro Municipal Utilities
- Scott Atherton, Manager of Field Engineering, Kenergy Corporation
- Dean Behnke, Director of Engineering, Regional Water Resource Agency
- Nick Hall, Planning Section Supervisor, KYTC District 2
- Barry House, KYTC Central Office Division of Planning
- Eric Perez, KYTC Office of Transportation Delivery
- Bernadette Dupont, FHWA, Kentucky Division (non-voting)

IV. WORK PROGRAM

UNIFIED PLANNING WORK PROGRAM

Transportation Planning and related planning activities anticipated within the MPO area during the next one-year period, regardless of funding sources, shall be conducted as described in the Unified Planning Work Program (UPWP). The UPWP is to be prepared by the MPO in consultation with the KYTC and units of local governments. The UPWP is to be reviewed by the TAC and approved by the Policy Committee. The Owensboro-Daviess County MPO developed the FY 2020 UPWP. Input was obtained from the Kentucky Transportation Cabinet, the Federal Highway Administration (FHWA), and the Federal Transit Administration (FTA).

The specific transportation planning work elements to be undertaken in Fiscal Year 2020 by the MPO are listed below:

Element	Description
1.0/1.1:	MPO Administration
2.0/2.1:	Unified Planning Work Program
3.0/3.1:	Public Involvement
4.0/4.1:	Data Collection and Analysis
5.0/5.1:	Transportation Improvement Program
6.0/6.1:	Metropolitan Transportation Plan
7.0/7.1:	Transit and Active Transportation
8.0:	Owensboro Transit Management Assistance
9.0:	Technical Assistance to the City/County

Elements 1.0 through 7.0 receive FHWA planning (PL) funding.

Elements 1.1 through 7.1 are funded through FTA Funding Section 5303.

Element 8.0 receives FTA Section 5307 Funding.

Element 9.0 receives funding from Daviess County and the City of Owensboro.

Each of the tasks outlined in this section seeks to address the following planning priorities of the Owensboro-Daviess County MPO:

- a. Safety;
- b. System Preservation;
- c. Congestion;
- d. Access Management;
- e. System Connectivity;
- f. Community Development & Economic Growth;
- g. Freight Movement; and
- h. Alternative Modes of Travel.

I.0/I.1: METROPOLITAN PLANNING ORGANIZATION ADMINISTRATION

A. PURPOSE

The Owensboro–Daviess County MPO’s administrative process ensures that the planning program is compliant with all applicable federal and state requirements. It is designed to ensure the staff keeps up-to-date with the ongoing trends and is completing its reporting duties to state and federal organizations. It also outlines day-to-day operation of the MPO office, such as compiling meeting agendas and minutes and ensuring they are posted to the MPO web site.

B. WORK TASKS

- Prepare quarterly reports in a timely fashion and submit reimbursement requests to the KYTC-Division of Planning and the Office of Transportation Delivery. The quarterly reports will describe the work completed during each 90-day time period and will be due 30 days from the end of the reported quarter. Quarterly narrative reports will be submitted to the Division of Planning.
- Provide funds for the purchase and maintenance of computer hardware and software to support the transportation programs and related activities.
- Monitor state and federal funding initiatives and legislative activities.
- Review federal and state policies and guidance regarding metropolitan transportation planning and incorporate changes as necessary.
- Provide staff support to MPO Committees and local governments.
- Provide KYTC-Division of Planning, two (2) copies of the annual audit by March 2020.
- Administer the correspondence and maintain contact list including, but not limited to, the MPO Technical Advisory Committee, and the MPO Transportation Policy Committee.
- Staff will seek quality courses, conferences, workshops, etc., in the areas that are relevant to the MPO transportation planning process.
- Staff will attend quarterly FHWA/KYTC/MPO meetings to keep up-to-date with current happenings in the MPO planning process.
- Staff will provide education to Local Public Agencies (LPAs) with over 50 employees on the requirement of an Americans with Disabilities Act (ADA) Transition Plan. The MPO will seek to increase awareness and understanding of all Policy and Technical Advisory Committee members of the ADA issues. The MPO will seek ADA representation and input in the on-going planning activities. The MPO will collect copies of the most recent documents from all entities within the MPO planning area that are required to have a ADA Transition Plan:
 - City of Owensboro, Kentucky
 - Daviess County, Kentucky
- Educate local governments of the availability of KYTC’s Local Public Agency (LPA) Guide documenting federal requirements for the oversight and administration of federal-aid projects. Assist LPAs with project technical assistance through MPO document updates such as amendments and administrative modifications, coordinating assistance, and other technical assistance as needed to educate LPAs on federal requirements.

C. PRODUCTS & COMPLETION DATES

- Agenda and minutes from all MPO TAC/Policy meetings – Ongoing throughout FY 2020
- Quarterly progress reports to the appropriate agencies – Quarterly
- All MPO documents, amendments, modifications, etc., published on the MPO webpage in accordance with the MPO Participation Plan – ongoing throughout FY 2020
- Quarterly invoices – Quarterly
- Updated Title VI document submitted to KYTC – March 31, 2020

D. FUNDING SUMMARY

Staff Hours				
MPO Coordinator	Associate Director	Financial Officer	Support Staff	Total Hours
450	260	155	445	1,310

Cost Summary		Funding Sources	
Personnel Costs	\$55,900	FHWA	\$44,880
Travel/Training Costs	\$2,500	FTA	\$19,200
Other Direct Costs	\$400	KYTC	\$2,800
Indirect Costs	\$21,200	Local	\$13,200
Total Costs	\$80,000		

2.0/2.1: UNIFIED PLANNING WORK PROGRAM

A. PURPOSE

The Unified Planning Work Program (UPWP) outlines the work elements that the MPO intends to carry out during the fiscal year. The UPWP also details the funding for the MPO and allocates the funds to each work element. The UPWP extends from July 1 through June 30 each fiscal year.

B. WORK TASKS

- Carry out administrative activities involved with maintaining and revising the FY 2020 UPWP.
- Develop the annual Unified Planning Work Program (UPWP), which outlines MPO staff activities for FY 2021.
- A review of the MPO Memorandum of Agreement (MOA) will be conducted to ensure it meets all Federal and State standards. Modifications will be made as necessary to keep the MOA up-to-date.
- Complete FY 2019 Annual Performance and Expenditure Report.
- Deliver the annual Performance and Expenditures report to the MPO Committees and make it available to the public upon request

C. PRODUCTS & COMPLETION DATES

- Draft FY 2021 UPWP – February 28, 2020
- Final FY 2021 UPWP – April 7, 2020
- Distribute final FY 2021 UPWP – April 30, 2020
- Annual Performance and Expenditure Report – September 30, 2020

D. FUNDING SUMMARY

Staff Hours			
MPO Coordinator	Associate Director	Financial Officer	Total Hours
90	87	20	197

Cost Summary		Funding Sources	
Personnel Costs	\$10,635	FHWA	\$8,160
Other Direct Costs	\$0	FTA	\$3,600
Indirect Costs	\$4,065	KYTC	\$510
Total Costs	\$14,700	Local	\$2,430

3.0/3.1: PUBLIC INVOLVEMENT

A. PURPOSE

The MPO’s Public Involvement element ensures the MPOs have procedures approved by the FHWA to carry out a public involvement program pursuant to 23U.S.C. 128 and 40 CFR parts 1500 through 1508. These rule explain the requirement of the MPO’s Public Involvement plan. The plan details all the documents the MPO is responsible for producing, the timeline/frequency they are written and how the MPO goes about publicizing them and seeking public comment.

A new MPO Participation Plan was approved by the MPO Policy Committee in January 2019.

B. WORK TASKS

- Continue to expand and refine the MPO consultation list, to ensure the most accurate and up-to-date contact information.
- Notify and involve the public in the transportation planning process.
- Continue to update/maintain and develop the MPO webpage contained within the GRADD website. The webpage increases public access to transportation planning documents, MPO meeting schedules, provide for public comment, and other related information.
- Explore the use of social media beyond the GRADD website.
- Evaluate methods for public involvement that are utilized to reach all segments of the population with respect to the development and maintenance of the UPWP, Metropolitan Transportation Plan (MTP), and Transportation Improvement Program (TIP).
- Conduct an annual review of the Participation Plan and make revisions, as necessary, to ensure the process is serving its intended purpose.
- Address implications of Title VI, including, but not limited to Low English Proficiency (LEP), Environmental Justice, Americans with Disabilities Act and Section 504 of the Rehabilitation Act of 1973. Maintain the MPO’s Title VI plan and see to further involve with these populations of the MPO area.
- Coordinate with KYTC’s Office for Civil Rights & Small Business Development to update and/or maintain the MPO’s Title VI compliancy efforts. Develop an annual Title VI report/plan per guidance from the KYTC Title VI Coordinator.

C. PRODUCTS & COMPLETION DATES

- Update the MPO Title VI Plan for FY 2020 and submit to KYTC Division of Civil Rights – March 31, 2020
- Post FY 2020 Title VI plan on the MPO website – March 31, 2020
- Update the Limited English Proficiency plan – as needed.
- Update the Participation Plan Agency Consultation list – As needed
- Update the Interagency Contact list – As needed

D. FUNDING SUMMARY

Staff Hours			
MPO Coordinator	Associate Director	GIS Analyst	Total Hours
105	80	15	200

Cost Summary		Funding Sources	
Personnel Costs	\$9,898	FHWA	\$7,600
Other Direct Costs	\$0	FTA	\$3,320
Indirect Costs	\$3,752	KYTC	\$475
Total Costs	\$13,650	Local	\$2,255

4.0/4.1: DATA COLLECTION AND ANALYSIS

A. PURPOSE

The MPO's efforts under this element maintain and analyze data to support transportation performance-based planning and programming requirements and other transportation planning activities.

B. WORK TASKS

1. Safety and Security

- a. Utilize collected traffic counts and update of crash data for integration into safety planning efforts and into the transportation GIS system.
- b. Assist with the examination of potential safety issues to include the update of crash data analysis, discovery of high crash locations, participation in safety audits, and identification of low-cost safety improvement projects eligible for Highway Safety Improvement Program (HSIP) and other special funds.
- c. Support KYTC safety performance targets.
- d. Consult with KYTC, FHWA, and other MPOs to determine appropriate means and methodologies for incorporating transportation security considerations into the planning process.
- e. Support projects and programs that address security problems and enhance secure travel for all system users (motorists, public transportation riders, bicyclists, and pedestrians) to securely share the transportation network.
- f. Pursue opportunities for State Highway Safety Plan (SHSP) funding and planning a safe and secure transportation network in the MPO area.

2. Data Collection, GIS Database, Mapping Activities

- a. Develop and maintain a multi-layered GIS database and map of transportation-related features and information for the area served by the Owensboro-Daviess County MPO.
- b. Provide visualization techniques and analysis tools to assist with project development and planning efforts as requested by local agencies.
- c. Coordinate with local agencies to ensure that MPO collected data can be used by the local government's GIS systems.
- d. Distribute transportation data to local governments as requested.
- e. Collect and maintain census/socioeconomic data, and roadway systems/urban boundaries.
- f. Identify data sources for analysis and reporting requirements related to performance-based planning and programming.
- g. Assist in updating the MPO Travel Demand Model by providing necessary socioeconomic, land use and traffic data as requested.

3. Transportation System Analysis

- a. Using GIS software, develop a road network for the MPO area. Use the developed network to collaborate with local agencies and work toward improving the transportation system.
- b. Conduct research and explore the incorporation of access management policies with the MPO area.
- c. Monitor corridors within the MPO area that are susceptible to increased freight traffic and consider the regional connections that the corridors may provide.
- d. Consult with state freight staff to ensure the Critical Urban and Rural Freight Corridors are identified in the state portion of the National Highway Freight Network.

4. Integrated Planning

- a. Seek ways to integrate land use, zoning, transportation, environment protection, public health, social justice, and other related factors into the planning process.
- b. Work in collaboration with local agencies to collect and analyze data to better serve the needs of the community, planning for the future of the MPO area.

5. Performance Measures and Targets

- a. The MPO shall seek opportunities to incorporate and use a performance-based approach to transportation decision making. Perform appropriate data collection and analysis to monitor the MPO

area’s progress in supporting KYTC’s performance targets related to safety, pavement condition, bridge condition and system reliability.

C. PRODUCTS & COMPLETION DATES

- Transportation-related GIS databases that can be used for planning and analysis for MPO staff, officials and countywide agencies
- GIS Road Network to be used for planning purposes across the MPO area
- Safety Performance Targets – February 28, 2020

D. FUNDING SUMMARY

Staff Hours		
MPO Coordinator	GIS Analyst	Total Hours
50	365	415

Cost Summary		Funding Sources	
Personnel Costs	\$14,243	FHWA	\$9,280
Other Direct Costs	\$0	FTA	\$6,400
Indirect Costs	\$5,357	KYTC	\$580
Total Costs	\$19,600	Local	\$3,340

5.0/5.1: TRANSPORTATION IMPROVEMENT PROGRAM

A. PURPOSE

The MPO, in cooperation with the KYTC, and affected transit operators, is required to develop a fiscally constrained Transportation Improvement Program (TIP) consistent with adopted long-range and short-range plans, and all MPO planning goals, objectives and priorities. The TIP outlines federal transportation projects taking place in the MPO area over the next six years. It contains a description of the project, a breakdown of the cost and funding, and timelines for the work. The FY 2014-2019 Transportation Improvement Program expired February 11, 2019. A new TIP, covering FY 2019-2024 became effective on February 8, 2019.

B. WORK TASKS

- Amend/Modify the current FY 2019-2024 TIP as needed to reflect cost and schedule changes, and funding approvals for new projects.
- Publish a current TIP with all Amendments and Modifications on the MPO website in accordance with the MPO Participation Plan.
- Ensure that the TIP is coordinated with the Metropolitan Transportation Plan for the Owensboro-Daviess County urbanized area.
- Assess the TIP in the context of compliance with Title VI and Environmental Justice, American with Disabilities Act, Low English Proficiency issues, and Section 504 of the Rehabilitation Act of 1973. Consult with KYTC, FHWA, and other MPOs to determine the appropriate means and methodologies for conducting Title VI analysis of the burdens and benefits and the identification of disproportionate impacts.
- Incorporate performance-based planning procedures as required by federal transportation planning requirements including a description of the anticipated effect of the TIP toward achieving established performance targets.
- The Owensboro Transit System (OTS) and the Green River Intra-County Transit System (GRITS) are awarded grants throughout the fiscal year for specific projects. The MPO will utilize Administrative Modifications to amend the TIP.
- Work with MPO committees, local public agencies, elected officials, and KYTC in determining eligible Transportation Alternative projects. Screen, review, and prioritize Transportation Alternatives projects for submittal to KYTC, and other enhancement type funds as needed.
- Receive recommendations and ideas from local public agencies, individuals, FHWA and KYTC concerning CMAQ eligible projects. These projects are submitted to TAC for their consideration. If a project is approved, an application is submitted. If more than one project is approved, the TAC will decide on priorities and submitted to the Policy Committee for approval.
- Develop the Annual Listing of Federal Obligated Projects.

C. PRODUCTS & COMPLETION DATES

- Annual Listing of Federal Obligated Projects – December 31, 2019
- Updated website to include TIP actions– as needed

D. FUNDING SUMMARY

Staff Hours			
MPO Coordinator	Associate Director	GIS Analyst	Total Hours
150	85	15	200

Cost Summary		Funding Sources	
Personnel Costs	\$11,819	FHWA	\$7,760
Other Direct Costs	\$0	FTA	\$5,280
Indirect Costs	\$4,481	KYTC	\$485
Total Costs	\$16,300	Local	\$2,775

6.0: METROPOLITAN TRANSPORTATION PLAN

A. PURPOSE

The Metropolitan Transportation Plan (MTP) is the long-range transportation planning document adopted by the MPO. The MTP covers existing and proposed transportation facilities and addresses all modes that make up and function as an integrated transportation system, giving emphasis to those facilities that serve important national and regional transportation functions. The MTP establishes goals, objectives, and projects to be implemented over a forecasted 20+ year horizon and is updated every five years. The MTP is fiscally restrained, reflecting the priorities of the MPO to develop a multimodal transportation network for all users. The Owensboro-Daviess County MPO approved the Metropolitan Transportation Plan in September 2015. The MTP will expire September 29, 2020.

B. WORK TASKS

Maintain and Implement 2040 MTP

- Amend or modify the current 2040 MTP as needed. Incorporate performance measure targets and associated language into any MTP amendment.
- Identify and evaluate Intelligent Transportation System (ITS) technologies as potential solutions to transportation needs in the metropolitan planning area.
 - Coordinate with the Kentucky Transportation Cabinet and other stakeholders, as appropriate, to ensure that information for ITS elements within the metropolitan planning area is kept up-to-date in the Kentucky Statewide ITS Architecture.
- Assist KYTC, the City of Owensboro and Daviess County in applying local access management policies and best practices.
- Consult with KYTC, FHWA and other MPOs to determine appropriate means and methodologies for incorporating climate change considerations into the planning process.

Develop 2045 MTP

- Review and update the goals and objectives using input from the TAC. Establish long- and short-range strategies.
- Work with KYTC Modal Branch to use the MPO's travel demand model to address current and projected travel demands. Staff will coordinate with KYTC to identify alternative networks and corridor specific traffic forecasting needs.
- Perform an inventory and analysis of existing transportation system conditions and trends including multimodal facilities, transit systems, vehicular congestion and freight movement.
- Review and update existing transportation system information, including the identification of system deficiencies, through consultation with transportation partners.
- Conduct public outreach to solicit input concerning transportation needs and issues in accordance with the MPO's Participation Plan.
- Conduct a financial analysis to include revenue forecasts for use in developing a financially constrained project list.
- Develop a financially constrained, prioritized project list through year 2045.

Performance-Based Planning and Programming

- The MTP will include a description of the performance measures and performance targets used in assessing the performance of the transportation system.
- A system performance report will be incorporated into the MTP evaluating the condition and performance of the transportation system with respect to the performance measures and/or establishing baseline data for the performance measures.
- Future MTPs will address progress achieved in meeting the performance targets in comparison with system performance recorded in previous reports and baseline data.

C. PRODUCTS & COMPLETION DATES

- Draft of new FY 2020-2045 MTP – June 30, 2020
- Amendments and/or modifications to the Metropolitan Transportation Plan – as needed
- Continuous Highway Analysis Framework (CHAF) for any newly identified projects – as needed

D. FUNDING SUMMARY

Staff Hours			
MPO Coordinator	Associate Director	GIS Analyst	Total Hours
600	134	125	859

Cost Summary		Funding Sources	
Personnel Costs	\$34,739	FHWA	\$26,400
Other Direct Costs	\$600	FTA	\$12,400
Indirect Costs	\$13,161	KYTC	\$1,650
Total Costs	\$48,500	Local	\$8,050

7.0/7.1: TRANSIT AND ACTIVE TRANSPORTATION

A. PURPOSE

To provide Owensboro-Daviess County with transportation choices that include public transit and bicycle/pedestrian facilities to improve the quality of life and safety for all users.

B. WORK TASKS

- Convene the Bicycle/Pedestrian committee annually to review the Bicycle/Pedestrian Master Plan and update as needed.
- Promote interagency coordination, public information and citizen participation with respect to alternative modes of transportation.
- Provide technical assistance to LPAs, engineers, and city officials on various pedestrian crossing and bicycle improvements using current bicycle and pedestrian master plans and best practices from other areas for reference.
- Update the Coordinated Public Human Service Plan in cooperation with the state, public and private transportation providers, and health and human service organizations including organizations supporting the elderly and disabled.
- Coordinate with transit provider agencies in carrying out Transit Asset Management and Performance-Based Planning and Programming requirements. Work with Owensboro Transit System (OTS) to monitor progress in meeting TAM targets.
- Amend and/or modify, as necessary, the MPO TIP and MTP to include public transportation projects.
- Assist the Owensboro Transit System (OTS) manager and serve as a liaison between the City of Owensboro, Federal Transit Administration, and KYTC.

C. PRODUCTS & COMPLETION DATE

- Coordinated Public Human Service Plan update – May 31, 2020
- Updated Bicycle/Pedestrian Master Plan – as needed

D. FUNDING SUMMARY

Staff Hours		
MPO Coordinator	GIS Analyst	Total Hours
125	15	125

Cost Summary		Funding Sources	
Personnel Costs	\$4,809	FHWA	\$4,000
Other Direct Costs	\$1,850	FTA	\$2,800
Indirect Costs	\$1,841	KYTC	\$250
Total Costs	\$8,500	Local	\$1,450

8.0: OWENSBORO TRANSIT MANAGEMENT ASSISTANCE

A. PURPOSE

Provide transit management assistance to the City of Owensboro.

B. WORK TASKS

- Assist the City of Owensboro in applying for and securing operating and capital assistance.
- Assist the Owensboro Transit System in Transit Asset Management Plan implementation and TAM reporting.
- Assist routing, scheduling, marketing, fare structure and the production of maps and graphics.
- Provide technical assistance to OTS including triennial, review, Transit Award Management System (TrAMS), and civil rights activities.
- Attend meetings and training sessions, as needed.
- Assist in updating the Title VI Plan and the Disadvantaged Business Enterprise (DBE) Plan.

C. PRODUCTS & COMPLETION DATES

- FTA 5307 and 5339 Grant Applications
- Maps and graphics, as requested
- TAM Condition Assessment Reports
- DBE Goals update – August 1, 2019
- OTS Title VI update – June 1, 2020

E. FUNDING SUMMARY

Staff Hours			
MPO Coordinator	Associate Director	GIS Analyst	Total Hours
200	40	60	300

Cost Summary		Funding Sources	
Personnel Costs	\$12,151	FHWA	
Travel/Training Costs	\$1,000	FTA	\$14,400
Other Direct Costs	\$250	KYTC	
Indirect Costs	\$4,599	Local	\$3,600
Total Costs	\$18,000		

9.0: TECHNICAL ASSISTANCE TO CITY OF OWENSBORO AND DAVIESS COUNTY

A. PURPOSE

Provide technical assistance to the City of Owensboro and Daviess County, as well as their departments on transportation planning projects and traffic operations.

B. WORK TASKS

- Assist the city and the county in applying for funds in implementing highway projects in the urban area.
- Assist in the implementation of various street and intersection projects and other high MPO priority highway projects.
- Assist Owensboro Metropolitan Planning Commission (OMPC), the city and county in implementing local access management policies.
- Coordinate with CSX Railroad, KYTC and the city and county on railroad crossing improvements.
- Conduct studies on traffic flow, parking, speed limits, signalization and safety improvements.
- Conduct traffic counts, as requested.
- Prepare an annual crash report for the City of Owensboro and Daviess County.
- Provide assistance to the Owensboro Police Department and the Daviess County Road Department on warrants for traffic signs at requested locations. Staff will assist in the implementation of sign programs for the city and county.
- Meet with, and/or provide information to, the general public on traffic concerns and ongoing highway projects.
- Serve on various ad-hoc committees, as requested by the city and county.

C. PRODUCTS & COMPLETION DATES

- Annual Crash Report by June 30, 2020
- Traffic Counts as requested

D. FUNDING SUMMARY

Staff Hours		
MPO Coordinator	Associate Director	Total Hours
180	54	234

Cost Summary		Funding Sources	
Personnel Costs	\$10,134	FHWA	\$0
Travel/Training Costs	\$200	FTA	\$0
Other Direct Costs	\$825	KYTC	\$0
Indirect Costs	\$3,841	Local	\$15,000
Total Costs	\$15,000		

**Owensboro-Daviess County
MPO Transportation Planning**

Planning Elements (PL)

FHWA Funding

Source	Cost	Staff Time
FHWA	\$108,000	1,035 hrs – MPO Coordinator
KYTC	\$6,750	450 hrs – Associate Director
Owensboro	\$10,125	120 hrs – Finance Director
Daviess County	<u>\$10,125</u>	325 hrs – GIS Analyst
		305 hrs – Support Staff
Total	\$135,000	

FTA Elements

FTA Section 5303

FTA	\$53,000	535 hrs – MPO Coordinator
Owensboro	<u>\$13,250</u>	196 hrs – Associate Director
		55 hrs – Finance Director
		210 hrs – GIS Analyst
		140 hrs – Support Staff
Total	\$66,250	

Other Contracts

Owensboro Transit Management Assistance – FTA Section 5307

FTA	\$14,400	200 hrs – MPO Coordinator
OTS	<u>\$3,600</u>	60 hrs – GIS Analyst
		40 hrs – Associate Director
Total	\$18,000	

City/County MPO Technical Assistance

Daviess County	\$7,500	180 hrs – MPO Coordinator
Owensboro	<u>\$7,500</u>	54 hrs – Associate Director
Total	\$15,000	

UPWP Total Funding \$234,250

TRANSIT ASSET MANAGEMENT

The Owensboro Transit System has established a set of Transit Asset Management (TAM) targets. These targets outline a set of strategic and systematic processes and practices for managing performance, risk, and the cost of transit assets over their entire lifecycle to deliver service reliably, safely and cost effectively.

The first target is the percentage of revenue vehicles that have met or exceeded their Useful Life Benchmark (ULB). The second is the percentage of nonrevenue vehicles and equipment that have met or exceeded their Useful Life Benchmark. The final target is the percentage of facilities rating below a 3.0 on the Federal Transit Administration Transit Economic Requirements Model (TERM) scale.

TABLE II						
OTS TRANSIT ASSET MANAGEMENT TARGETS						
Asset Category & Performance Measure	Asset Class	2019	2020	2021	2022	2023
REVENUE VEHICLES						
AGE — Percentage of revenue vehicles within a particular asset class that have met or exceeded their Useful Life Benchmark (UBL).	AB — Articulated Bus	n/a	n/a	n/a	n/a	n/a
	AO — Automobile	n/a	n/a	n/a	n/a	n/a
	BR — Over-the-Road Bus	n/a	n/a	n/a	n/a	n/a
	BU — Bus	36%	36%	36%	36%	36%
	CU — Cutaway Bus	n/a	n/a	n/a	n/a	n/a
	DB — Double-Decker Bus	n/a	n/a	n/a	n/a	n/a
	FB — Ferryboat	n/a	n/a	n/a	n/a	n/a
	MB — Minibus	n/a	n/a	n/a	n/a	n/a
	MV — Minivan	n/a	n/a	n/a	n/a	n/a
	RT — Rubber-tire Vintage Trolley	n/a	n/a	n/a	n/a	n/a
	SB — School Bus	n/a	n/a	n/a	n/a	n/a
	SV — Sport Utility Vehicle	n/a	n/a	n/a	n/a	n/a
	TB — Trolley Bus	36%	36%	36%	36%	36%
VN — Van	n/a	n/a	n/a	n/a	n/a	
EQUIPMENT						
AGE — Percentage of vehicles that have met or exceeded their Useful Life Benchmark (UBL).	Nonrevenue/ Service Automobile	0%	0%	0%	0%	0%
	Steel-wheeled Vehicle	n/a	n/a	n/a	n/a	n/a
	Trucks/Other Rubber-tired Vehicles	n/a	n/a	n/a	n/a	n/a
FACILITIES						
CONDITION — Percentage of facilities with a condition rating below 3.0 on the FTA Transit Economic Requirements Model (TERM) scale.	Administration	0%	0%	0%	0%	0%
	Maintenance	0%	0%	0%	0%	0%
	Parking Structure	n/a	n/a	n/a	n/a	n/a
	Passenger Facilities	n/a	n/a	n/a	n/a	n/a

APPENDIX

**TIP Page on Transit Asset Management
Memorandum of Agreement
UPWP Checklist
CAP Approval Letter from KYTC**