

Metropolitan Topeka Planning Organization (MTPO) 2010 Unified Planning Work Program

January 1 – December 31, 2010

SECTION 1 - INTRODUCTION

Federal regulations (i.e., 23 CFR § 420 and 23 CFR § 450.308) require each metropolitan planning organization (MPO) to develop a Unified Planning Work Program (UPWP) in cooperation with the state transportation agency (i.e., the Kansas Department of Transportation, KDOT) and the public transit provider serving the region (i.e., Topeka Metropolitan Transit Authority, TMTA).

The purpose of the UPWP is to identify the transportation planning activities proposed by each of these three cooperative partners in the metropolitan transportation planning process and the source of funds proposed to pay for these activities. Because federal law (i.e., 23 USC § 134 and 49 USC § 5303 & 5304) requires certain transportation planning products (i.e., metropolitan transportation plan, transportation improvement program, unified planning work program, public participation plan) to be created and adopted on a periodic basis, the UPWP is also intended to provide a framework for ensuring that these required documents are produced in a timely fashion.

2009 UPWP Accomplishments

1. The MTPO completed a Title VI Plan that was required in order to be in compliance with Title VI of the Civil Rights Act of 1964. (Approved 8-14-09)
2. The MTPO along with assistance from KDOT, Shawnee County and the City of Topeka completed nine (9) amendments 2008-2012 TIP, as well as one amendment to the 2009 UPWP. These changes were made in order to accommodate project changes and additions.
3. The MTPO along with assistance from KDOT, OneDot and the City of Topeka completed one (1) amendment to the 2009 UPWP. This change was made in order to accommodate project changes and additions.
4. The MTPO provided Geographic Information System (GIS) assistance to TMTA, helping in their development of maps and projects.
5. The MTPO with assistance from KDOT, FHWA, FTA ,TMTA and County and City staffs completed an update of the TIP Policy and the Regional Significant definition. (Approved 8-14-09)
6. The US Highway 24 Corridor Study (Phase one) that was approved for MTPO funding on April 26, 2007, was completed. This activity which was undertaken by the Iteris consulting team, and a project team made up of city and county officials and MTPO members, also included the drafting of a Memorandum of Understanding for Topeka, Shawnee County, and KDOT to sign that states that these parties will collaborate to develop a master plan for this corridor and act to enhance the management, protect the integrity and promote safety

and efficiency improvements to the highway. Phase one of this study was funded in part by KDOT Corridor Management and FHWA through Consolidated Planning Grant (CPG) funds.

7. The MTPO staff completed quarterly billing packages and submitted them to KDOT for the 4th quarter 2008, 1st quarter 2009, 2nd quarter 2009 and 3rd quarter 2009.
8. The MTPO staff attended training on Government purchasing procedures.
9. The MTPO staff hosted the Bi-annual KAMPO Conference.
10. The MTPO participated as part of the project team for the Polk/Quincy Viaduct Study, and supplied them with GIS data and contact information for stakeholders.
11. The MTPO with assistance from KDOT, FHWA, FTA, TMTA, County and City staffs completed an update of the Public Participation Plan (PPP). (Approved 6-15-09)
12. The MTPO drafted a scope of services for the Bikeways Plan.
13. The MTPO reformatted the TIP tables for use in future TIP publications.
14. The MTPO began updating the land use, and growth area maps for use with the Transportation Analysis Zone (TAZ) model data for the 2012 MTP update.
15. The MTPO developed a timeline for TIP amendment processing.
16. The MTPO published an obligated projects listing for 2008.
17. The MTPO developed a 2010 UPWP.

Major Planning Activities for 2010

1. To conduct MTPO staff evaluation process, based on recently developed criteria. The MTPO Policy Board Chair requested the development of the staff services evaluation process in 2007 and directed the Technical Advisory Committee (TAC) to work on this process and report back to the Policy Board with a draft process. This work began in 2007 and will be administered in 2010.(1st quarter)
2. The MTPO will manage Bikeways Study to be undertaken by consultants yet to be determined. (this process will begin in the 1st quarter)
3. In conjunction with the Bikeways Study, the MTPO will review the Regional Trails & Greenways Plan in of 2010 and consider any updates that the plan may need. (2nd quarter)
4. The MTPO Staff will develop a Complete Streets Policy in house (2nd quarter)
5. The MTPO will continue to review and use the newly developed Intelligent Transportation Systems (ITS) architecture for the Topeka-Shawnee County Region. MTPO staff will work with its planning partners to determine ways to incorporate the regions ITS architecture into the MTPO planning process. New projects will be reviewed with consideration to their compliance and the ITS architecture (on going as new users of ITS have additions)

6. The MTPO will coordinate with the TMTA to ensure consistency between any changes in the regional transit system and the current MTPO Long Range Transportation Plan. The MTPO will assist the TMTA with completing any planned route or operational changes as feasible. (on going as changes occur)
7. The TMTA will conduct a variety of studies that will serve to analyze and evaluate their services and the condition of their fleet. An extensive analysis of services and the fleet has not been performed for some time. The results of these studies will serve as a basis for enhancing transit services in the MTPO region. These studies will be on-going throughout 2010.
8. The MTPO in cooperation with planning partners will complete an updated TIP, in conformance with our every-other-year update policy.
9. Update MTPO Bylaws. (3rd Quarter)
10. Conduct public participation activities as outlined in the newly adopted Public Participation Plan.
11. Develop a 2011 UPWP.
12. Review current MTP in preparation for 2012 update and Produce an RFP for the 2012 MTP

SECTION 2 – MTPO ACTIVITIES AND THE TRANSPORTATION PLANNING PROGRAM

For 2010, 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. The MTPO will also work with KDOT as needed to conduct KDOT sponsored planning activities of mutual interest.

2010 Program Work Tasks

1. MTPO Program Support & Administration
2. Metropolitan Transportation Plan (MTP)
3. Transportation Improvement Program (TIP)
4. Public Participation Plan (PPP)
5. Corridor Studies & Special Studies
6. Regional Intelligent Transportation Systems (ITS) Architecture
7. Transit Planning Activities

1 – MTPO Program Support & Administration

Background/Previous Work:

Program Support and Administration includes providing program support, grant administration, and

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interagency coordination in relation to the Consolidated Planning Grant awarded by KDOT to the MTPO. The Consolidated Planning Grant (CPG) is comprised of Planning (PL) funds from the FHWA and Section 5303 funds from the FTA. The Topeka Planning Department provides the staff support services for MPO work in our area. The Metropolitan Topeka Planning Organization (MTPO) was redesignated as the new MPO for the region on March 3, 2004. This new MPO did not encompass the entire County as did the previous one, but rather only a portion of the Shawnee County. This new MTPO area includes the City of Topeka and approximately two thirds of unincorporated Shawnee County.

The MTPO will manage the metropolitan transportation planning process in compliance with applicable federal laws (i.e., SAFETEA-LU), federal regulations (i.e., 23 USC § 134) and the terms set forth in the MTPO Designation Agreement. The MTPO and its staff will administer CPG funds in accordance with 49 CFR Part 18 – Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments and OMB Circular A-87 – Cost Principles for State, Local, and Indian Tribal Governments.

The MTPO Secretary (Topeka Planning Director) will evaluate training requests from MTPO Staff and make decisions about which staff members can attend specific training opportunities. The MTPO Secretary will determine if the approved UPWP Budget has ample funding for the training requested, and the MTPO Secretary may at his discretion approve training for the MTPO staff. Training expenses (registration, travel, lodging, food, etc.) must be pre-approved by KDOT as eligible MPO expenses.

Joint workshops with KDOT and/or USDOT Agencies (FHWA, FTA, etc.) along with training directly related to the completion of MTPO required documents (e.g., travel demand modeling training, workshops on developing a public participation plan) will have the highest priority for MTPO Staff. Specialized training in other areas of interest to the MTPO Staff and MTPO Policy Board and TAC members (e.g., complete streets, freight planning) may also be approved. In order to minimize the cost of training, the MTPO Staff will attempt to obtain as much training as possible at locations that are in close proximity to Topeka (e.g., Kansas City, Wichita) and attend training sponsored by other larger agencies in those nearby locations. Training opportunities that are proposed for 2010 include, but are not limited to the following:

- National American Planning Association (APA) Conference
- Kansas APA Chapter meetings
- National Transit Institute and National Highway Institute workshops in Kansas City or other nearby cities that provide training for MPO related topics
- Kansas Association of Metropolitan Planning Organizations (KAMPO) meetings
- Other training that the MTPO Secretary directs the MTPO Staff to attend.

A new Metropolitan Transportation Plan (MTP) must be adopted at least once every five years. A new Transportation Improvement Program (TIP) must be adopted at least once every four years. The annual Unified Planning Work Program (UPWP) will guide the development cycle of these major work products through the metropolitan transportation planning process. These are the three required MTPO documents (MTP, TIP, PPP and UPWP) produced on a regular schedule. The Program Support & Administration task has been and will remain focused on managing MTPO staff and funding resources so that these three documents stay current and that the MTPO remains in compliance with USDOT metropolitan planning regulations.

Program Objectives:

- To provide overall management of the continuing, comprehensive and cooperative (3-C) 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 administrative assistance to the MTPO Policy Board for the administration of grants and contracts.
- TAC to perform an MTPO Staff Evaluation
- Development of 2012 MTP

2010 Program Activities:

1. Provide staff support to the MTPO Policy Board and MTPO Technical Advisory Committee including meeting related documents and other work requested by the MTPO and/or TAC Chairpersons.
2. Prepare agendas, minutes, announcements and meeting rooms to support the MTPO and TAC meetings, and post agendas and minutes on the web site for public review.
3. Monitor progress toward completing the tasks included in the approved 2010 UPWP.
4. Prepare the 2011 UPWP.
5. Maintain records and provide reports to funding agencies on the status of transportation planning activities and resources expended.
6. Provide adequate continuing education and training opportunities for MTPO Staff.
7. Prepare billing information and submit requests for reimbursements to KDOT on a quarterly basis.
8. Update MTPO Bylaws.
9. Staff will work with KDOT and the state air quality agency (KDHE) to monitor revisions to the 2008 NAAQS for ground level ozone.
10. FHWA will conduct a planning certification review.

2010 Products (with approximate due dates):

1. Quarterly progress reports and billings
2. 2011 Unified Planning Work Program (December 2010)
3. Committee Agendas & Minutes (Before and After all meetings)
4. Attend meetings with MTPO Partners and with the Public (When Scheduled)
5. Attend Transportation related meetings and seminars
6. MTPO Staff Evaluation (2nd quarter)
7. Revised MTPO Bylaws (3rd quarter)
8. Planning review (second quarter)

2010 Budget for MTPO Program Support & Administration:**Estimated Costs**

Metropolitan Topeka Planning Organization (MTPO) Staff	\$92,413
Total	\$92,413

Estimated Source of Funds

Local Share, MTPO Staff (20%) City of Topeka (Cash)	\$18,483
Consolidated Planning Grant, MTPO Staff (80%) (Federal MPO funds)	\$73,930
Total Funding	\$92,413

2 – Metropolitan Transportation Plan (MTP)

Background & Update Activities:

The Metropolitan Transportation Plan (MTP) provides the framework for metropolitan transportation policy and specifies metropolitan transportation priorities within the Topeka Metropolitan Planning Area (MPO). The ongoing work to review and maintain an up-to-date MTP is conducted in a comprehensive fashion where transportation and land use planning are viewed as two important and interrelated parts. Major transportation system changes are considered when updating land use plans for the Topeka Area. Having many of the same planners and engineers review both the transportation projects and the major land use proposals has facilitated this land use/transportation planning coordination in the past, and this arrangement is expected to continue in 2010.

The MTPO Staff will also be busy gaining experience and obtaining in-house capabilities to run and maintain the region's travel demand model in TransCAD. This model building and training will constitute most of the time spent on this activity in 2010. Part of this model building activity will involve gathering data necessary for creating the new model. The MTPO Staff, in 2010 will continue the process of identifying sources of data that will be needed for a new model with a base year of 2010. Data collection activities will include discussions with KDOT, City of Topeka, and Shawnee County officials about traffic count data required to calibrate the new regional travel demand model. It is expected that these planning partners will work with the MTPO Staff to plan traffic counts so that this information can be obtained and the MTPO can create a new model for the new Metropolitan Transportation Plan due in 2012

The MTPO Staff and the MTPO partners will begin the task of reviewing the current MTP in anticipation of the new MTP scheduled to be completed by 2012. Changes will be discussed as well as review and consideration of consultants to provide the revised MTP a scope and RFP will begin to be developed by the end of 2010.

Program Objectives:

- To refine and update growth areas in the MTPO planning area to facilitate the development of the regional travel demand model.
- To obtain needed land use input data to update the regional traffic model.
- To increase MTPO staff knowledge of traffic modeling software.
- To maintain a functional classification map for all public roadways in the MTPO metropolitan planning area.
- To develop a project selection procedure for including projects as recommended system improvements in the next MTP adopted by the MTPO.

2010 Program Activities:

Several of the following activities are ongoing in nature or began in 2009 and will continue into 2010 and beyond. Many of these activities will be discussed at Technical Advisory Committee (TAC) meetings in 2009 and among the planning partners in the MTPO process.

1. To become trained in the use of TransCAD traffic modeling software. This will be closely coordinated with KDOT and be a major part of this work task throughout the year. This will

- be the highest priority under this work task.
2. To begin the process of seeking out a consultant for the 2012 MTP update
 3. To review the current MTP and consult with Planning partners about what changes and additions should be considered.
 4. Review, utilize, and collect demographic data as part of the metropolitan transportation planning process and use Census data (updated as needed) as input data to the regional traffic demand model. This process may also include traffic pavement and safety studies in cooperation with the City Engineering Department.
 5. Review the Functional Classification Map and make revisions to this map as needed.
 6. Review the SAFETEA-LU planning regulations along with the KDOT, FHWA and FTA and determine how the MTPO will address the requirements for developing environmental mitigation strategies and how the MTPO will involve environmental agencies in the MTPO planning process.
 7. Review the Topeka Capital Improvement Plan, including discussions with the Topeka Planning Commission, in order to recommend needed transportation related projects for consideration in the development of the next Metropolitan Transportation Plan. This may also include participation by the Shawnee County Planning Commission, TMTA, and KDOT.
 8. Continue the discussions of ongoing transportation issues in the region and incorporate those issues into future MTP discussions.
 9. Continue the process of coordinating the development of a MTP with the local land use and growth management plans and the CIP for the Topeka Area.

2010 Products:

1. Travel Demand Model training for MTPO Staff. (when training is available)
2. Mapping updated land use, data for use in the traffic model. (by 4th quarter)
3. Solicitation & review of public comments related to transportation planning and land use issues in the region. (throughout year)
4. Mapping & update of MTPO Growth Areas. (throughout year)
5. Updated Traffic count map. (on going)
6. Provide updated Functional Classification Map. (as needed)
7. Ground work set for MTP RFP.

2010 Budget for MTPO Metropolitan Transportation Plan:

Estimated Costs

Metropolitan Topeka Planning Organization (Staff Costs)	\$ 18,382
Software Maintenance TransCad	\$ 995
Software Maintenance InfoUSA	\$ 1,155
Total Costs	\$ 20,532

Estimated Source of Funds

Local Share (MTPO Staff) 20% City of Topeka (Cash)	\$ 3,676
Software Maintenance (TransCad) 20% (City local cash)	\$ 199
Software Maintenance InfoUSA 20% (City local cash)	\$ 231
Consolidated Planning Grant (MTPO Staff) 80% (Federal MPO funds)	\$ 14,706
Consolidated Planning Grant (TransCad) 80% (Federal MPO funds)	\$ 796
Consolidated Planning Grant (info USA) 80% (Federal MPO funds)	\$ 924

Total Funding**\$ 20,532****Metropolitan Transportation Plan - Development Schedule for 2012 Update**August 2010

Create RFP for consultant to create a new MTP

September 2010

Publish RFP

October 2010

Receive consultant proposals, rank consultants, and make consultant selection

November 2010

Hire consultant to complete a new MTP

December 2010 – March 2011

Schedule Stakeholders and Steering Committee meetings and obtain input from those groups

January – February 2011

Review the Functional Classification Map and update the traffic model base map

February – October 2011

Update the traffic model input data and create a new regional travel demand model for use in the MTP

April – May 2011

Work cooperatively with KDOT, TMTA and local governments in the region to develop fiscal projections for use in MTP development

May – November 2011

Plan public outreach events and hold those events to obtain public input as the MTP Draft is developed

December 2011

Complete Draft MTP

3 - Transportation Improvement Program (TIP)**Background/Previous Work:**

The TIP is a major implementation tool for the MTP. The TIP is essentially the gatekeeper document for all improvements to regionally significant routes and for the use of federal funds. If a project is in the MTPO metropolitan planning area and is regionally significant and/or needs federal funding then it must be listed in the TIP. The TIP controls much of the highway, bridge, and transit funding used in the MTPO metropolitan planning area.

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The MTPO uses its Regionally Significant Policy to decide which projects are regionally significant and need to be included in the Transportation Improvement Program (TIP). These criteria are used by staff to draft the city and county capital improvement plans that are then presented to the local governing bodies (i.e., City Council and County commission) for review and approval. As part of the TIP development process the MTPO staff will review the Topeka and Shawnee County Capital Improvement Programs (CIP) and determine which projects from those local CIP's have to be listed in the TIP to keep our region in compliance with USDOT rules.

In order to comply with federal regulations the MTPO also works with KDOT to produce an annual list of surface transportation projects for which federal funds have been obligated in the past year. This list will be produced and published by the MTPO each year as a separate document, and the lists that have been produced since the last TIP adoption will be included in each new TIP update.

The TIP development work tasks for 2010 will consist of updating the existing TIP and making any subsequent amendments to this updated TIP throughout the year. The current SAFETEA-LU compliant TIP (2008-2012) was approved in April of 2008. The MTPO Staff has suggested that a new TIP be done every two years even though the new USDOT regulations state it can be updated once every four years. This two-year cycle should reduce the number of amendments needed and keep the information in the TIP fresh.

Program Objectives:

- To program, schedule and prioritize all regionally significant and/or federally funded transportation improvement projects that are consistent with the Metropolitan Transportation Plan and are within the financial capacity of the community.
- To maintain (through amendments and revisions) a TIP that implements the current Metropolitan Transportation Plan (MTP) recommendations and addresses mobility issues raised in the current MTP.
- To ensure public participation procedures are carried out in the TIP amendment process.

2010 Program Activities:

1. Work with the MTPO Technical Advisory Committee (TAC) and transportation project sponsors to review proposed projects and determine which ones need to be listed in the TIP.
2. Create an updated TIP document.
3. Work with the MTPO Technical Advisory Committee and other interested groups to draft any needed amendments or revisions to the 2008-2012 TIP.
4. Educate any new MTPO Policy Board members and/or local transportation project sponsors about the TIP development process and MTPO planning programs.
5. Conduct public participation activities.

2010 Products & Timelines:

1. Produce a new TIP (2nd quarter)
2. TIP amendments and/or revisions (quarterly as needed)
3. Annual listing of 2009 obligated projects (4th quarter)
4. Public participation activities (on going)

2010 Budget for MTPO Transportation Improvement Program:**Estimated Costs**

Metropolitan Topeka Planning Organization (MTPO Staff)	\$17,358
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Estimated Source of Funds

Local Share, (20%) City of Topeka (Cash)	\$3,472
Consolidated Planning Grant (Federal MPO funds) (80%)	\$13,886

Total Funding	\$17,358
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4 - Public Participation Plan (PPP)**Background:**

The Topeka MPO is created a revised Public Participation Plan (PPP) that is SAFETEA-LU compliant for its transportation planning program in 2009. This plan replaced the previous PIP that was outdated and was approved before the passage of SAFETEA-LU. During 2002 and 2003 the MPO continued to work on improving the public involvement process for MPO decision-making. That effort led to the creation of the Citizens Guide to Transportation Decision Making approved by the MPO and printed in 2003. This document will be reviewed and updated in 2010, and is also made available to the public, via the MTPO website or in the City of Topeka Planning Department which serves as the MTPO office.

In an effort to address Environmental Justice and public participation concerns and in an effort to better understand the transportation needs in the Topeka Area, the MTPO will begin to collect information about, and assess the distribution of, transportation projects and project impacts across the region and among different population groups in the MTPO metropolitan planning area. These groups will include; neighborhood associations and other groups representing low-income and/or minority populations in the region; any public group or organizations affected by the plans; or any citizens requesting inclusion in the planning process. The MTPO will specifically ask for input about transportation issues from those groups or individuals.

Program Objectives:

- To provide meaningful opportunities for residents of the MTPO Metropolitan Planning Area (MPA) 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 low-income and minority persons to participate in the metropolitan transportation planning process.
- Ensure continued Environmental Justice compliance.
- Determine if there is a need for Limited English Proficiency (LEP) use in plan development process.
- Insure that proper Public Participation is administered in carrying out all projects and amendments.

2010 Program Activities:

1. Plan informational meetings with stake holders and interested parties.
2. Work on and complete an updated Citizens Transportation Guide.
3. Efforts will be made to make community groups aware of regional transportation planning decisions that are being made and to seek their input into these MTPO decisions. This will be accomplished through the use of MTPO website announcements, announcements in the official local newspaper and posting on the official city information channel (channel 4).
4. The MTPO will develop and design a new MTPO website.
5. Persons with disabilities will be encouraged to provide input to the MTPO, and the MTPO will strive to better understand issues that are important to the area's ADA eligible population. This will be carried out through participation in paratransit meetings and through contact with the Topeka Independent Living Resource Center (TILREC). Special accommodations will be available for persons who require them in advance.
6. Persons with low incomes and minority group members will be encouraged to provide input to the MTPO process, and the MTPO will strive to better understand issues that are important to these segments of the region's population. To insure these populations are included, MTPO staff will contact NIA's, the CAC and other special groups identified in the Public Participation Plan as being target groups (as per EJ and Civil Rights Act of 1964), and make presentations to these groups periodically.
7. Visualization techniques such as maps, charts, tables will be produced and used to illustrate pertinent plan aspects, when it is determined to be appropriate. The MTPO is also exploring the use of interactive mapping for public use on the MTPO/City website.
8. The MTPO staff will attend training as available in an effort to learn more about Environmental Justice and LEP issues as they relate to public involvement techniques.
9. The MTPO and its staff and committees will attend public involvement activities designed to seek public insight and comments about the Metropolitan Transportation Plan (MTP), the Transportation Improvement Program (TIP) and all other required MTPO documents as well as any other documents or studies being conducted by the MTPO.
10. Review of Title VI .

2010 Products and Timeline:

1. Updated MTPO website (1st quarter)
2. Updated Citizens Guide to Transportation (3rd quarter)
3. Public meetings with CAC, NIA's and other interested parties in the plan development processes (Throughout year as warranted)
4. Website posting and advertising of plan amendments and revisions (throughout year as warranted)
5. PPP process brochure (4th quarter)

2010 Budget for MTPO Public Involvement Plan:**Estimated Costs**

Metropolitan Topeka Planning Organization (MTPO Staff)

\$ 7,858Estimated Source of Funds

Local Share (20%) City of Topeka (Cash)	\$1,572
Consolidated Planning Grant (80%) (Federal MPO funds)	\$6,286
Total Funding	\$ 7,858

5 – Corridor Studies & Special Studies**Background:**

Sub-regional plans for neighborhoods and corridor plans in the Topeka Urbanized Area have been ongoing for several years and this effort has included review and comments from the MTPO Staff. Several access and circulation comments have been made about these plans. The MTPO will continue this process of providing transportation related comments to the Topeka Planning and Public Works Departments on a routine basis. The MTPO Staff will also be available to provide comments on transportation issues raised and projects proposed by KDOT, Shawnee County, TMTA, and other transportation groups as requested.

Program Objectives:

- To analyze specific corridors located within the MTPO metropolitan planning area and determine any the transportation needs that may be warranted in those areas.
- To undertake and complete special studies, plans and/or surveys that are needed to produce high quality planning documents, to more accurately ascertain public needs or preferences, and/or provide the MTPO with specialized information designed to address particular planning related issues that are not routinely addressed in other MTPO planning activities.

2010 Program Activities:

1. Staff will conduct field reviews of the areas/corridors to be studied and will compile other background information regarding existing conditions within the study area. Plans for the development or redevelopment of these areas will be prepared, with special emphasis on land use and transportation impacts within the area/corridor. Street vacations, access controls, and traffic calming techniques as tools for neighborhood safety and/or for arterial congestion management may be utilized.
2. The MTPO staff will develop a Complete Streets Policy utilizing the efforts of a coordinated working group composed of representatives of the city, county, transit, state, and non-profit agencies.
3. The MTPO staff will identify special studies or surveys that are needed to address special concerns or issues raised by the MTPO Policy Board and MTPO-Technical Advisory Committee or other advisory committees during the course of the year.
4. A review and update of the Regional Trails & Greenways Plan will be initiated in 2010 to

reflect trail developments that have happened in the last few years. The MTPO staff will review the Regional Trails & Greenways Plan in the first half of 2010 and make necessary updates to that plan.

5. Produce a scope of services and RFP for work to be done on the production of a Bikeways Study for the MTPO Area.
6. Oversee the consultants work on the Bikeways Study.
7. Participate in Phase II of the Highway 24 Corridor Study.
8. Participate in the development of the Polk/Quincy Viaduct Study preliminary engineering phase.

The timely execution of these activities may be accomplished through the use of consultants to assist the MTPO with completing certain items under this work task. If the MTPO Policy Board elects to use consultant help then the MTPO Staff will administer the consultant contract through the host agency for the MTPO.

2010 Products

- Phase II of Highway 24 Corridor Project (KDOT) (4th quarter)
- Review and possible update of the Regional Trails & Greenways Plan (City of Topeka)(2nd Quarter)
- Bikeways Study completed (4th quarter)
- Complete Streets Policy (2nd quarter)
- Complete Streets Plan (4th quarter)
- Maps, data and reports in support of special studies being lead by the MTPO or other groups (MTPO) (Throughout year as needed)

2010 Budget for MTPO Corridor Studies & Special Studies:

Estimated Total Costs (Study Consultant and MTPO Staff Time)

Metropolitan Topeka Planning Organization (MTPO)-Staff Time	\$24,681
Consultant Costs, Bikeways Plan	\$100,000
Hwy 24 Corridor Study Phase II	\$200,000
Total Costs	\$324,681

Estimated Source of Funds

Hwy 24 Corridor Study Phase II (KDOT, Corridor Management (CM)	\$200,000
City of Topeka (20%) (Local Cash)-Staff Time	\$4,936
City of Topeka (20%) (cash match CM Funds)- Bikeways Plan	\$20,000
Consolidated Planning Grant--Bikeways Plan	\$80,000
Consolidated Planning Grant MTPO Staff	\$19,745
Total Funding	\$324,681

6 – Regional Intelligent Transportation Systems (ITS) Architecture

Background/Previous Work:

The MTPO and Topeka Public Works Department Staff have attended workshops to learn about the National ITS Architecture. The City of Topeka has over the last few years improved dozens of intersections with detection equipment that can be used to monitor traffic conditions and take traffic counts that can aid in planning activities. Except for a few locations, roadway congestion is not yet a major issue in Topeka, but the City is looking ahead and starting to design some ITS elements into its transportation projects. The City of Topeka, Shawnee County, Topeka Metropolitan Transit Authority and MTPO Staffs have discussed ITS development, but the ITS work is just starting in the MTPO metropolitan planning area.

The City of Topeka, Shawnee County, KDOT, TMTA, and other groups have been involved in the development of the ITS Architecture for the region. This effort was completed in 2007. All of those groups will provide information and comments on this architecture as it is used to help design ITS projects for the region and as time passes and the architecture needs updating to stay current with the National ITS Architecture and/or other technological developments in the transportation field. Some agencies may provide in-kind technical and planning assistance, and some agencies will provide funding for ITS architecture upgrades.

The regional ITS architectures in the MPO areas of the state must be coordinated with the statewide ITS architecture and vice versa. This coordination with KDOT is expected to continue through 2010.

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.
- To educate public officials and interested parties in the region about what the Intelligent Transportation Systems (ITS) is and how it will impact the operation of the region's transportation facilities and services.

2010 Program Activities:

1. In cooperation with local public works departments, KDOT and other concerned groups develop revisions and updates to the region's ITS architecture as needed
2. In cooperation with local governments distribute information about the Topeka-Shawnee Country Regional ITS Architecture
3. Review all projects for possible ITS coordination

2010 Products:

1. Information about the MTPO Regional ITS Architecture and its application to transportation improvement projects in the region (on going)
2. ITS system enhancements and upgrades as need warrants (on going)
3. Ensure ITS conformity for TIP and MTP projects (on going)

2010 Budget for ITS Architecture Development:**Estimated Costs**

Metropolitan Topeka Planning Organization (MTPO Staff)	\$ 2,934
Total Cost	\$ 2,934

Estimated Source of Funds

Local Share (20%) City of Topeka (Cash)	\$ 587
Consolidated Planning Grant (80%) MTPO Staff (Federal MPO funds)	\$2,347
Total Funding	\$ 2,934

Planned Program Activities:

Work on developing and implementing the ITS for our region will continue for many years. The first ever ITS architecture for our region was completed in 2007. As new transportation improvement projects enter the design stage, the project sponsors will be encouraged to consider ITS issues in project design. The MTPO and local public works departments, along with KDOT, will help in this effort to educate our region's design and construction professionals about our Regional ITS Architecture and the National ITS Architecture. The MTPO will also work along with the TMTA, KDOT and the FTA to incorporate ITS features into the region's transit system.

7 – Public Transit Planning**Background/Previous Work:**

The Topeka Metropolitan Transit Authority (TMTA) and the Metropolitan Topeka Planning Organization (MTPO) have worked together in the past to integrate transit planning activities into the UPWP, develop the transit portion of the Metropolitan Transportation Plan, and design transit projects for the Transportation Improvement Program in an effort to plan, promote, and provide enhanced public transit services in the Topeka area. TMTA currently operates three transit services which include a fixed route system that serves the continuous Topeka city limits, a paratransit door-to-door operation that serves the continuous Topeka city limits and $\frac{3}{4}$ mile from any fixed route, and an Evening/Sunday curb-to-curb operation that serves the continuous Topeka city limits. These three service operations offered by TMTA for the Topeka area require strategic planning efforts and expertise by TMTA staff for both short and long range planning elements.

Three major areas of concern that directly influence the ability of TMTA to provide efficient and effective service include the current land-use patterns in the Topeka area, the current state of the national and local economy, and the current demands of the special needs and aging population. These concerns are divided into short range and long range planning, although many strategic planning efforts encompass both.

1. Current land-use and development code regulations allow for low-density and low-to-moderate income housing developments to take place on the urban fringe of Topeka. Due to this development practice, the TMTA has experienced an increased rate of requests to

serve these areas with both fixed route and paratransit operations. For the TMTA and its riders, this leads to major difficulties in providing efficient and effective transit service to the Topeka area.

2. The current state of the national and local economy has had a significant impact on TMTA operations. Rising fuel prices and stagnate government funding has impacted TMTA in two ways: a significant increase in operating expenses without additional funding and a significant increase in transit ridership. More people are riding public transit to save money and more people are demanding transit service to new areas. The increased ridership and demand for service as well as lack of additional government funding is causing capacity issues on current specific fixed routes and forcing the TMTA to evaluate the ability and necessity to efficiently and effectively provide transit in current service and unmet service demand areas.
3. Current transit demands from the special needs and aging population are significantly increasing. Programs and services for people with disabilities are currently reducing - with plans to eliminate - their own transportation services and solely rely on the TMTA to provide paratransit service to these individuals. By federal law, the TMTA is required to provide paratransit service in areas comparable to the fixed route area to all individuals qualifying for the special service. In addition, thousands of local residents are part of an aging population trend that in the near future will require a transportation option other than their personal vehicle. These two factors are causing more and more of an operational constraint for TMTA to provide fixed route and paratransit operations to current and unmet service demand areas.

MTPO Funding of TMTA Planning Activities

The MTPO is the body that authorizes the use of Consolidated Planning Grant (CPG) funds for transportation planning activities by the approval of the Unified Planning Work Program (UPWP). This includes the use of these funds by the TMTA for transit planning work activities described in this document. This UPWP document includes the TMTA planning activities that will be conducted in 2008 and serves as the agreement by which a portion of the region's CPG funds are shared by the MTPO with the TMTA to help fund their planning activities. Any changes to this funding agreement require the action of the MTPO, as an amendment to the UPWP. This allocation is dependent on the availability of federal funds and timely submittal of invoices and does not represent a minimum guarantee of funds.

The TMTA will carry out federally funded planning activities in accordance with the descriptions included in this UPWP and submit quarterly payment requests for reimbursement to the MTPO Staff for review and processing. Quarterly payment requests and progress reports from the TMTA will be based on the UPWP calendar year and are due no later than twenty-five days after the calendar quarter ends. Payment requests received after this date will be considered late and may not be processed. In which case, any unspent funds at the end of the year will be rolled over into the next year's annual CPG allocation and will not necessarily be budgeted for TMTA or transit planning activities.

The TMTA payment requests sent to the MTPO will include TMTA hours for time worked on UPWP covered activities and hourly wage information. Salary reimbursement is limited to the Planning/Marketing Coordinator and Finance Manager positions. Information included in the payment request will be used by the MTPO Staff in the creation of quarterly billings for KDOT

disbursement of federal CPG funds to the MTPO. The MTPO Staff will review the quarterly payment requests submitted by the TMTA and approve payments to TMTA in accordance with the UPWP budget. The MTPO will then send TMTA a portion of the federal funds in accordance with this approved UPWP.

Each quarterly request for payments from the TMTA will also include a progress report and any pertinent information to indicate what progress is being made and what work has been recently performed on each program activity. Some program activities are of an ongoing nature, and in these cases the meetings and work performed on these activities will be noted. On other activities that are related to specific projects with a timeline and benchmarks, the progress toward reaching those benchmarks will be noted. Progress reports will have sufficient detail to allow the MTPO and its staff to easily discern what the TMTA has accomplished to implement the UPWP each quarter. The format of the progress reports must follow the outline of the UPWP Program Activities described in this document.

Long Range Transit Planning Objectives

- To provide strategic planning for more efficient and effective transit service within the regional planning area.
- To continue to maintain Regional ITS Architecture for more effective and efficient scheduling coordination among transit providers and users in the Topeka area.

Long Range Transit Planning Activities

1. The TMTA Staff will develop an RFP in order to determine which outside Transit Consulting firm TMTA will use to develop a Route and Operational Efficiency Assessment Study. This study will determine current and future ridership generators, and potential rider preferences and how they impact current route alignment and the need for route restructuring. This study will also look at operational efficiencies and develop recommendations for the most efficient use of TMTA resources. Once a Transit Consulting firm has been awarded the contract, TMTA staff will oversee the project to insure that the study follows the contract. After reviewing and analyzing the findings from the study, the TMTA staff will identify and plan for implementation of those recommendations that will have the most benefit to the community based on budgetary and local requirements in an order that will best utilize TMTA's resources. Total Consultant Cost = \$200,000 Total TMTA hours = 225 (FTA C 8100.1C Eligible Grant Activities item (1))
2. The TMTA Staff will conduct an analysis of service modifications based on future funding. Total Hours = 620 (FTA C 8100.1C Eligible Grant Activities item (5))
3. The MTPO will work with KDOT, the TMTA, the Topeka-Shawnee County Paratransit Council, and other transit and paratransit interest groups to help review and update the Consolidated Public Transit – Human Services Transportation Plan completed for our region in 2007. The MTPO will remain active in local and regional discussions concerning the transit and paratransit needs and issues in the MTPO metropolitan planning area.
4. The MTPO will assist TMTA with the production of GIS maps and also provide GIS training as needed.

Long Range Transit Planning Activities – Non MTPO Funded

1. The TMTA Staff will develop an RFP for a coordinated study with an outside Firm to determine the feasibility of a biomass energy facility to produce long range renewable energy options. In order to reduce TMTA's exposure to future federal and economic instability which could cause interruptions in service planning as well as service delivery, TMTA staff will (with an outside expert) conduct a feasibility assessment of a biomass energy facility capable of producing alternative green fuel to power the transit fleet and infrastructure. This study will determine the proper technology to employ, areas of resources to use, potential partners, funding sources, and possible additional benefits to the community. This feasibility study will be the first step in the process to bring this technology to Topeka.

Long Range Transit Planning Products

1. Route and Operational Efficiency Assessment Study (Completion end of 2nd Quarter 2010)
2. Analysis of service cuts based on unmet funding needs (Completion end of 4th Quarter 2010)
3. Feasibility study for biomass energy facility (Completion end of 1st Quarter 2010)
4. The MTPO staff will assist TMTA with the production of GIS maps.
5. The MTPO staff will assist TMTA staff in the training and use of GIS software.

2010 Budget for Transit Planning Activities:

Estimated Costs

Metropolitan Topeka Planning Organization (MTPO)-Staff Time	\$5,166
Topeka Metropolitan Transit Authority (TMTA)-Staff Time	\$25,152
Outside Consultants	\$200,000
Total Cost	\$230,318

Estimated Source of Funds

Metropolitan Topeka Planning Organization (MTPO)-20% Staff Time	\$1,032
Topeka Metropolitan Transit Authority (TMTA)-20% Staff Time	\$5,030
TMTA Consolidated Planning Grant (Federal MPO funds)-80% Staff time	\$20,122
MTPO Consolidated Planning Grant (Federal MPO funds)-80% Staff time	\$4,134
Topeka Metropolitan Transit Authority (TMTA)-20% Consultants	\$40,000
Consolidated Planning Grant (Federal MPO funds)-80% Consultants	\$160,000
Total Funding	\$230,318

SECTION 3 - BUDGET

The budget for the MTPO's regional transportation planning operations is included in this UPWP document in order to indicate to the federal and state governments how the Consolidated Planning Grant (CPG) funds are being used to further the 3C (continuing, comprehensive, cooperative) planning process in our metropolitan planning area. The City of Topeka Planning Department is the agency that currently provides staff services to the MTPO. This UPWP Budget is coordinated with the Topeka City Budget that programs funds for the Topeka Planning Department, however, the CPG funds for MTPO use are included in a separate account from the Topeka Planning Department funds. The UPWP is the document that programs how the CPG funds will be used, and the budget in this document determines the use of those federal funds. The City as host agency is the banker for the federal funds included in this UPWP Budget, but the MTPO and KDOT control how those funds are used.

The UPWP Budget is much simpler than the City Planning Department Budget. 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 things such as travel expenses, office supplies, conference and training fees, software and software license renewals in the 2009 budget. These items can be readily attributable to the MTPO operation and can be easily tracked as separate MTPO expenses.

This 2009 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 TMTA while Topeka funds represent a portion of the local match. These funds are taken as cash from the city of Topeka's operating budget. 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.

EXPENSE CATEGORY	Federal Planning (CPG) 80%	Match (City & TMTA) 20%	MTPO TOTAL	Other Funds KDOT	Other Funds (Cash Match CM Funds)	Grand TOTAL
MTPO Staff	\$135,033	\$33,758	\$168,791			\$168,791
TMTA Staff	\$20,122	\$5,030	\$25,152			\$25,152
Subtotal:	\$155,154	\$38,789	\$193,943			\$193,943
Operational Expenses						
Software (License)	\$1,720	\$430	\$2,150			\$2,150
MTPO Office Equipment	\$1,200	\$300	\$1,500			\$1,500
paper	\$160	\$40	\$200			\$200
Staff training, conferences	\$3,200	\$800	\$4,000			\$4,000
Printing	\$160	\$40	\$200			\$200
Subtotal:	\$6,440	\$1,610	\$8,050			\$8,050
Contract Services						
Hwy24 Corridor Study Phase II				\$200,000		\$200,000
Bikeway Plan	\$80,000		\$100,000		\$20,000	\$100,000
TMTA Study Consultants	\$160,000	\$40,000	\$200,000			\$200,000
Subtotal:	\$240,000	\$40,000	\$300,000	\$200,000	\$20,000	\$500,000
TOTAL ESTIMATED BUDGET	\$401,594	\$80,399	\$501,993	\$200,000	\$20,000	\$701,993

***TOTAL FEDERAL FUNDS AVAILABLE: \$471,707**
ESTIMATED BUDGET: \$401,594
BALANCE (Obligated through KDOT) \$70,113

*** Estimated: \$271,108 FY 2010 funds + \$200,599 from 2009 carryover funds.**

TASKS (Regular Hours)	UPWP #	Planning Director	Office Asst.	Office Specialist	Staff Planner	New Trans. Plnnr.	Trans. Planner III	Transit Planner	TOTAL Labor Hrs
MTPO Program Support & Administration	1	200	300	520		500	1,100		2,620
Metropolitan Transportation Plan	2	20				350	180		550
Transportation Improvement Program	3	20				200	250		470
Public Involvement Plan	4	0				100	120		220
Corridor Studies & Special Studies	5	60				350	270		680
Regional ITS Architecture	6	20					40		60
Transit Planning Activities	7						120	850	970
TOTAL REGULAR HOURS		320	300	520		1,500	2,080	850	5,570
% of Time Spent on MPO funded activities		15.38%	14.42%	25.00%	0.00%	72.12%	100.00%	40.87%	

Notes:

This budget includes a strategic planner, a finance manger, and a general manager position for the Topeka Metropolitan Transit Authority 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.

Budget Labor Costs (Direct Labor)

TASKS (Direct Labor)	UPWP #	Planning Director	Office Asst.	Office Specialist	Staff Planner	New Trans. Plnrr.	Trans. Plnrr. III	Transit Planner	TOTAL Direct Labor
MTPO Program Support & Administration	1	\$9,236	\$4,095	\$9,859	\$0	\$9,905	\$34,859	\$0	\$67,954
Metropolitan Transportation Plan	2	\$924	\$0		\$0	\$6,934	\$5,704	\$0	\$13,561
Transportation Improvement Program	3	\$924	\$0		\$0	\$3,962	\$7,923	\$0	\$12,808
Public Involvement Plan	4	\$0	\$0		\$0	\$1,981	\$3,803	\$0	\$5,784
Corridor Studies & Special Studies	5	\$2,771	\$0		\$0	\$6,934	\$8,556	\$0	\$18,261
Regional ITS Architecture	6	\$924	\$0		\$0	\$0	\$1,268	\$0	\$2,191
TMTA Planning Activities	7	\$0	\$0		\$0	\$0	\$3,803	\$19,176	\$22,979
TOTAL DIRECT LABOR		\$14,778	\$4,095	\$9,859	\$0	\$29,715	\$65,915	\$19,176	\$143,538

Budget Labor Costs (Fully Loaded Labor)

TASKS (Fully Loaded Labor)	UPWP #	Planning Director	Office Asst.	Office Specialist	Staff Planner	New Trans. Plnrr.	Trans. Plnrr. III	Transit Planner	TOTAL Fully Loaded Labor
MTPO Program Support & Administration	1	\$12,119	\$5,823	\$13,657	\$0	\$13,459	\$47,355	\$0	\$92,413
Metropolitan Transportation Plan	2	\$1,212	\$0		\$0	\$9,421	\$7,749	\$0	\$18,382
Transportation Improvement Program	3	\$1,212	\$0		\$0	\$5,384	\$10,763	\$0	\$17,358
Public Involvement Plan	4	\$0	\$0		\$0	\$2,692	\$5,166	\$0	\$7,858
Corridor Studies & Special Studies	5	\$3,636	\$0		\$0	\$9,421	\$11,624	\$0	\$24,681
Regional ITS Architecture	6	\$1,212	\$0		\$0	\$0	\$1,722	\$0	\$2,934
Transit Planning Activities	7	\$0	\$0		\$0	\$0	\$5,166	\$25,152	\$30,318
TOTAL FULLY LOADED LABOR		\$19,390	\$5,823	\$13,657	\$0	\$40,377	\$89,545	\$25,152	\$193,943
DIRECT LABOR - hourly rates as of 1-1-08		\$46.18	\$13.65	\$18.96	\$19.81	\$19.81	\$31.69	\$22.56	
FULLY LOADED LABOR - HOURLY		\$60.59	\$19.41	\$26.26	\$26.92	\$26.92	\$43.05	\$29.59	

Notes:

This budget includes a strategic planner, a finance manager, and a general manager position for the Topeka Metropolitan Transit Authority 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.

The hourly rates used to create this budget are the rates that each employee is paid on January 1, 2010.

The fringe multiplier that accounts for benefits, vacation time and other items not included in the direct labor rate is supplied to the MTPO by the Topeka Budget Director and the TMTA Finance Manager.

Total cost of MTPO/City Planning Department Staff Time allocated to the CPG is	\$135,033
Local Match portion of Total MTPO/City Staff Time at 20% is	\$33,758
Total cost of Topeka Metropolitan Transit Authority Staff Time allocated to the CPG is	\$20,122
Local Match portion of Total TMTA Staff Time at 20% is	\$5,030

TASKS (Budget \$)

TASKS (Budget \$)	UPWP #	Consultant and Supply Costs	Fully Loaded Labor Costs	Total Costs	Consolidated Planning Grant FHWA & FTA (80%)	Total Local Match 20% (City Cash)	TMTA Total Match 20%(Cash)	Cash Match (C.M.)	KDOT Funding
MTPO Program Support & Administration	1		\$92,413	\$92,413	\$73,930	\$18,483			
Metropolitan Transportation Plan	2	\$2,150	\$18,382	\$20,532	\$16,426	\$4,106			
Transportation Improvement Program	3		\$17,358	\$17,358	\$13,886	\$3,472			
Public Involvement Plan	4		\$7,858	\$7,858	\$6,286	\$1,572			
Corridor Studies & Special Studies	5	\$200,000	\$24,681	\$227,196	\$19,744	\$4,936	\$0	\$0	\$200,000
Regional ITS Architecture	6		\$2,934	\$2,934	\$2,347	\$587	\$0		
Transit Planning Activities	7		\$30,318	\$30,318	\$24,254	\$1,033	\$5,030		
Direct Non-Staff Charges		\$5,900	\$0	\$5,900	\$4,720	\$1,180			
TMTA Study Consultants		\$200,000		\$200,000	\$160,000	\$0	\$40,000		
Bikeway Plan		\$100,000		\$100,000	\$80,000			\$20,000	
TOTALS		\$508,050	\$193,943	\$704,508	\$401,594	\$35,368	\$45,030	\$20,000	\$200,000

Notes: This budget includes a strategic planner, a finance manager, and a general manager position for the Topeka Metropolitan Transit Authority that are partially funded with federal CPG funds

This UPWP Budget includes a maximum amount of Consolidated Planning Grant funds that the MTPO has agreed to disburse to the TMTA for transit planning assistance provided by TMTA staff.

The TMTA maximum amount of Consolidated Planning Grant funding used for the TMTA staff for program year 2010 (January 1 – December 31, 2010) is **\$180,121**

Other in-kind assistance is provided by many people in KDOT as well as Topeka and Shawnee County Departments, but this in-kind assistance to the MTPO is not listed in this UPWP 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 (2080 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.

These federal funds are combined into one Consolidated Planning Grant (CPG) administered by KDOT and the MTPO.

The Federal Consolidated Planning Grant is composed of FFY 2009 allocations of FTA Section 5303 and FHWA PL funds.

This budget includes the FFY 2009 FHWA and FTA allocations to the MTPO totaling \$271,108.

The 2009-2010 carryover amount should be about \$200,599.

Including the estimated 2009 allocation and the estimated carryover funding, the estimated 2009 funds available are approximately \$471,707

The maximum percent of federal funding for any work task is 80 percent

Estimate of available CPG funds for 2009

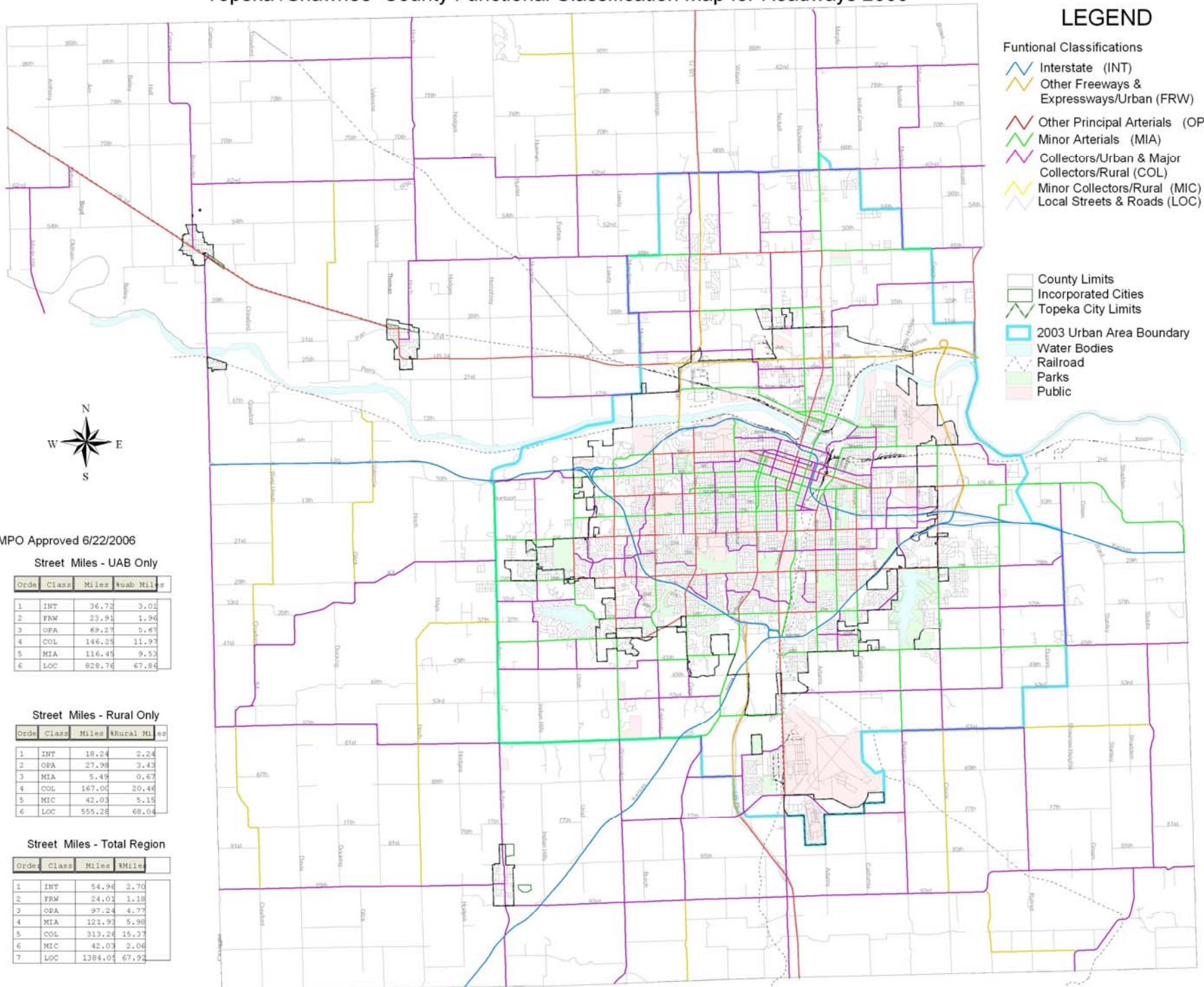
2009-2010 carryover	\$200,599
2010 CPG	\$271,108
2009 Total Estimated CPG for MTPO programming	\$471,707

SECTION 4 – MAPS

This section includes the latest Functional Classification Map for roadways in the region. At the time this map was originally produced the MPO planning area included all of Shawnee County so the entire county is shown on this map.

This section also includes a map of the MTPO metropolitan planning area. This map was an attachment to the agreement between the City of Topeka, KDOT and the TMTA that established the MTPO as the new MPO for the Topeka Area. This new MPO was established in 2004. The MTPO planning area includes all of the Topeka Urbanized Area defined by the Census Bureau in 2000 and all of the Urban Area for transportation planning purposes defined by the previous MPO and KDOT in 2003. However, this new MTPO planning area does not include all of Shawnee County. The MTPO has the ability to conduct continuing, comprehensive, and cooperative transportation planning activities for the territory inside their metropolitan planning area boundary. The MTPO is also charged with programming funding for all federally funded projects and regionally significant projects within that planning area boundary through the TIP process.

Topeka /Shawnee County Functional Classification Map for Roadways 2006



MPO Approved 6/22/2006

Street Miles - UAB Only

Order	Class	Miles	Rural Miles
1	INT	36.72	3.01
2	FRW	23.91	1.96
3	OPA	69.27	0.67
4	COL	146.25	11.97
5	MIA	116.45	9.53
6	LOC	828.76	67.86

Street Miles - Rural Only

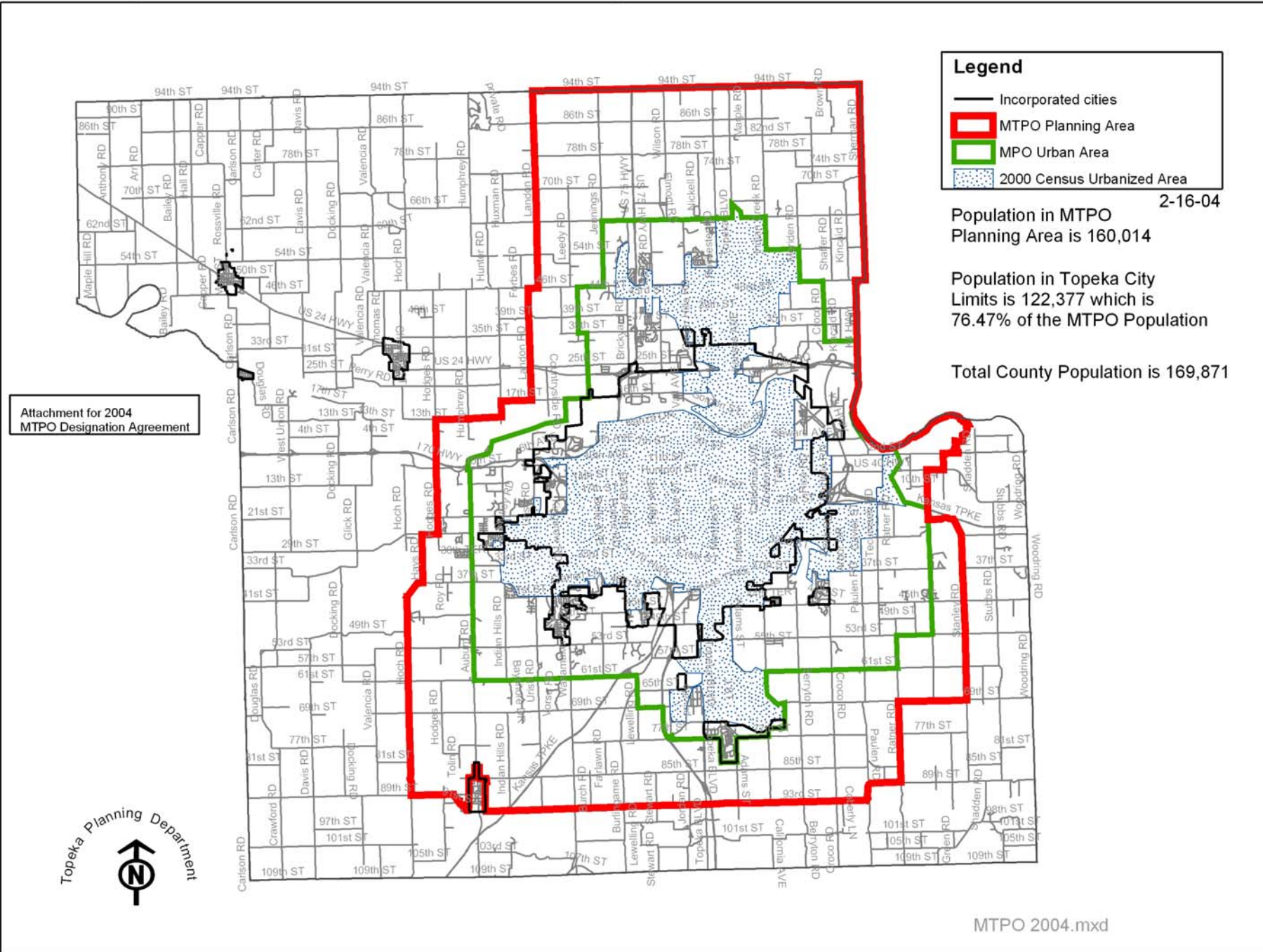
Order	Class	Miles	Rural Miles
1	INT	18.24	2.24
2	OPA	27.98	3.43
3	MIA	5.49	0.67
4	COL	167.04	20.46
5	MIC	42.03	5.15
6	LOC	555.28	68.04

Street Miles - Total Region

Order	Class	Miles	Rural Miles
1	INT	54.96	2.70
2	FRW	24.01	1.18
3	OPA	97.24	4.77
4	MIA	121.93	5.98
5	COL	313.26	15.37
6	MIC	42.03	2.04
7	LOC	1384.04	67.92

Topeka Planning Dept. 6/22/06 (1) map_060906a.dwg 1/1/2006

MTPO Planning Area-MPO Urban Area-2000 Census Urbanized Area-City Limits



SECTION 4 – UPWP RELATIONSHIP TO MTP GOALS

The Unified Planning Work Program (UPWP) is the annual list of activities that the MTPO and its staff and sub-committees intend to do in order to address the mobility issues and concerns raised in the Metropolitan Transportation Plan (MTP). The current MTP for the Topeka MPO is called the 2034 Metropolitan Transportation Plan (MTP) that was approved on April 26, 2007. The Transportation Improvement Program (TIP) is designed to list transportation improvement projects to address the MTP goals. The UPWP is designed to list the planning activities designed to address the MTP goals. Both of these documents, UPWP and TIP, are implementation tools for the Metropolitan Transportation Plan. The UPWP is concerned with the planning program implementation steps while the TIP is concerned with the facility and service improvement steps.

Within the latest Metropolitan Transportation Plan (MTP) adopted by the MTPO (a document called the 2034 Long Range Transportation Plan approved in April 2007) there are seven goals for the region's transportation system and regional transportation planning program. These goals are closely related to the eight SAFETEA-LU planning factors that MPO's are supposed to address in their long range plans. Those SAFETEA-LU factors are listed in Section 1 of this document.

In order to better understand how the annual activities listed in the UPWP help to implement the goals in the region's Metropolitan Transportation Plan, the following chart was created. It simply indicates what planning activities are related to what MTP goals. This helps the MTPO understand the relationship between the annual work program and the long-range MTP for the region.

Relationships Between UPWP Work Tasks and 2002 LRTP Goals

	2010 Program Activities	Cultivate, Maintain, and Enhance the Region's Economic Vitality	Increase the Safety and Security of the Region's Transportation System	Increase Accessibility and Mobility Choices in the Region	Protect, Preserve, and Enhance the Social, Historical, and Natural Environments of the Region	Promote Efficient System Management and Operation	Enhance Integration and Connectivity of the Transportation System Across and Between Modes	Emphasize Maintenance and Preservation of the Existing Transportation System
1	MTPO Program Support & Administration							
2	Metropolitan Transportation Plan	•	•	•	•	•	•	•
3	Transportation Improvement Program	•	•	•	•	•	•	•
4	Public Participation Plan	•	•	•	•	•	•	•
5	Corridor Studies & Special Studies	•	•	•	•	•	•	•
6	Regional ITS Architecture	•	•	•	•	•	•	•
7	Transit Planning Activities	•	•	•	•	•	•	•
8	KDOT Planning Activities	•	•	•	•	•	•	•