Fiscal Year 2012-13
Unified Planning Work Program

(July 1, 2012 - June 30, 2013)

Lincoln MPO Officials Committee
June 21, 2012

draft

Lincoln Metropolitan Planning Organization

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UNIFIED PLANNING WORK PROGRAM

(PL-059-50)

Lincoln Metropolitan Planning Organization

Fiscal Year 2012-13

(July 1, 2012 - June 30, 2013)

Submitted by

Lincoln-Lancaster Planning Department

for the Lincoln Metropolitan Planning Organization

555 South 10th Street

Lincoln, Nebraska 68508

Technical Committee Approval

May 24, 2012

Officials Committee Approval

Metropolitan Planning Organization Endorsement

June 2012

Required Credit / Disclaimer Statement

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Lincoln Metropolitan Planning Organization

UNIFIED PLANNING WORK PROGRAM

Fiscal Year 2012-13

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Lincoln Metropolitan Planning Organization

UNIFIED PLANNING WORK PROGRAM

Fiscal Year 2012-13

The Unified Planning Work Program (UPWP) defines the transportation planning activities and products to be developed by the Metropolitan Planning Organization (MPO) and other transportation planning agencies. This is a short term planning tool used to define specific annual goals and projects to be performed or managed by participating agencies or MPO staff. Most planning activities outlined in the UPWP are required by state and federal laws in order to support the MPO process. The UPWP is the basis for allocating federal, state and local funds for transportation planning activities within Lancaster County covering the period from July 1, 2011 to June 30, 2012.

A. Introduction

The City of Lincoln is the federally recognized Metropolitan Planning Organization (MPO) for the Lincoln Metropolitan Area serving Lincoln and Lancaster County to carry out transportation planning and decision-making for the Lincoln urbanized area and Lancaster County.

The 1962 Federal Aid Highway Act required states and local governments to conduct cooperative, comprehensive, and continuing ("3-C") transportation planning in order to receive federal funds for highway and transit improvements. Subsequently in 1973, an amendment to this act further required the governor of each state, with local concurrence, to designate a Metropolitan Planning Organization (MPO) for every urbanized area to coordinate area wide transportation planning. On March 22, 1974, the Lincoln MPO was established to guide transportation planning process in the Lincoln urbanized area as well as the coordination of transportation planning activities with transportation-related agencies within Lancaster County. The current "Memorandum of Understanding" between the City, County and State agreeing to cooperate in carrying out this task, was adopted on November 23, 1977.

The MPO provides a forum for cooperative decision-making among responsible state and local officials, public and private transit operators, and the general public. The MPO coordinates the planning activities of all transportation-related agencies and adopt long range plans to guide transportation investment decisions. The MPO is also responsible for capital programming through an annually-updated multi-year Transportation Improvement Program (TIP), which contains all federal and state funding for surface transportation projects and programs. Plans and programs are to consider all transportation modes and support community development and social goals.

Other key planning activities include promoting transportation improvements needed in the region and project development and ensuring the planning area's compliance with federal regulations affecting transportation decisions, such as the Clean Air Act Amendments of 1990 (CAAA). In meeting federal requirements, the MPO maintains the eligibility of members and transit operators for federal transportation funds for planning, capital improvements, and operations.

Each year, the Lincoln MPO prepares a Unified Planning Work Program (UPWP), in cooperation with other transportation agencies, to describe all metropolitan transportation and transportation-related air quality planning activities anticipated within the area during the year. It is an integrated document that includes the work of participating transportation-related agencies, consultants and work done directly by the MPO Staff. Since the UPWP essentially serves as the master regional transportation planning funding application, it emphasizes documentation of planning activities to be performed with funds provided to the MPO by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) and requires approval by both the FHWA and FTA.

B. Status of Federal Transportation Legislation

The Safe, Accountable, Flexible, and Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) was signed into law on August 10, 2005 and is the most recent authorization for surface transportation investment in the United States. This builds the two previous national transportation bills, the *Intermodal Surface Transportation Efficiency Act of 1991* (ISTEA) and the *Transportation Equity Act for the 21st Century* (TEA-21) which established a new agenda for maintaining and investing in the nation's transportation infrastructure. SAFETEA-LU carries forward many of the principles and accomplishments of previous legislation and builds on and refines many existing efforts. This legislation also introduces new measures to meet changing transportation needs and addresses the many challenges facing our transportation system. These challenges include concerns such as improving safety, reducing traffic congestion, improving efficiency in freight movement, increasing intermodal connectivity, and protecting the environment.

SAFETEA-LU promotes more efficient and effective Federal surface transportation programs by focusing on transportation issues of national significance, while giving State and local transportation decision makers more flexibility for solving transportation problems in their communities. The Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) have provided on-going implementation guidance on a number of SAFETEA-LU planning provisions including changes to the planning, environment, and air quality requirements of the new law that are jointly administered by FHWA and FTA. On February 14, 2007, FHWA and the FTA issued a final notice of rulemaking on the statewide and metropolitan transportation planning and programming process to update the Code of Federal Regulations (Federal Register / Vol. 72, No. 30 / February 14, 2007 / Final Rule).

Congress has periodically approved Continuing Resolutions to continue this legislation and funding with the most recent resolution extending authorization of surface transportation bill through June 30, 2012.

C. Purpose of the Unified Planning Work Program

The Lincoln MPO, in cooperation with the City of Lincoln, Lancaster County, the State of Nebraska and operators of publicly owned transit required (23 CFR 450.308(b)) to develop a planning work program that:

> *(1) Discuss the planning priorities facing the metropolitan planning area and describe all metropolitan transportation and transportation-related air quality planning activities (including the corridor and subarea studies discussed in Sec. 450.308c) anticipated within the area during the next one or two year period, regardless of funding sources or agencies conducting activities, in sufficient detail to indicate who will perform the work, the schedule for completing it and the products that will be produced;*
>
> (2) *Document planning activities to be performed with funds provided under Federal Highway Administration title 23, U.S.C., and the Federal Transit Act title 49, U.S.C.*

D. Federal Requirements

SAFETEA-LU continues support for transportation planning activities that maximize mobility and accessibility, and protect the human and natural environments. This is achieved through a continuing, cooperative, and comprehensive transportation planning process that results in a long-range transportation plan that is implemented in a short range program of projects.

The five major components feed into the development of the long range plan and short range program.

1. <u>Public Involvement</u> - Significant emphasis is placed on broadening participation in transportation planning to include key stakeholders who have not traditionally been involved, including the business community, members of the public, community groups, and other governmental agencies. Effective public involvement will result in opportunities for the public to participate in the planning process.

2. <u>Metropolitan Planning Factors</u> - The metropolitan planning process must explicitly consider and analyze, as appropriate, eight planning factors defined in SAFETEA-LU that reflect sound planning principles.

(1) Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity and efficiency;
(2) Increase the safety of transportation system for motorized and nonmotorized users;
(3) Increase the security of transportation system for motorized and nonmotorized users;
(4) Increase the accessibility and mobility options available to people and for freight;
(5) Protect and enhance the environment, promote energy conservation, and improve 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 operation; and
(8) Emphasize the preservation of the existing transportation system.

3. <u>Congestion Management Process</u> - Federal regulations requires MPOs to establish and implement a process that provides for effective management and operation of the transportation system which addresses congestion within a metropolitan planning area serving a Transportation Management Area (TMA). The Congestion Management Process (CMP) is to be a systematic process that provides information on transportation system performance and is to serve as a practical tool for the transportation planning staff and decision-makers in identifying and implementing strategies that enhance the mobility of people and goods in the metropolitan area.

4. <u>Air Quality Conformity Process</u> - One of the most dramatic examples of how transportation planning changed under ISTEA was the linkage with the transportation conformity requirements of the CAAA. The essence of transportation conformity is that, in areas failing to meet federal standards for air quality, transportation plans and programs are required to be in conformance with the transportation provisions of the state's air quality plan (the State Implementation Plan or SIP), which demonstrates how the state will meet the standards. This requirement places severe restrictions on the prioritization and implementation of transportation improvement projects.

5. <u>Financial Plan</u> - Finally, SAFETEA-LU strengthens the provisions in the TEA-21/ISTEA requirement that financial planning needs to be fully integrated into the transportation plan and program development process. This requirement is to encourage good financial planning and to prevent transportation plans and programs from becoming "wish-lists" of projects with no realistic chance of implementation. SAFETEA-LU does, however, allow the inclusion of an "illustrative" listing in the long range plan of potential projects that could be implemented should additional funding become available.

E. Metropolitan Planning Program

Metropolitan Planning Funds (PL Funds) authorized under 23 U.S.C. 104(f)(3) are apportioned to States and are to be made available to the metropolitan planning organizations responsible for carrying out the provisions of 23 U.S.C. 134. Each State develops an allocation formula for the combined apportionment to distribute PL Funds to MPOs representing urbanized areas within the State. There are three MPOs located within the state of Nebraska (Omaha, Lincoln, South Sioux City). The estimated distribution of PL Funds for FY2013 (below) is based upon the current State distribution formula based upon the Census 2000 Urban Area population. This figure may be adjusted to address the 2010 Census data.

MAPA (656,462)	Lincoln (258,719)	SIMPCO (16,576)	Total
$934,304	$374,342	$33,354	$1,342,000

F. Transportation Management Area

In accordance with federal guidelines (49 U.S.C. 5305), all Census defined urbanized areas having a population of at least 200,000 have been designated as a Transportation Management Area (TMA). The Census has identified the Lincoln Urban Area as having a population greater than 200,000 and accordingly, the Secretary of Transportation designated the Lincoln MPO as a TMA. The formal TMA designation made by the Federal Transit Administration (FTA) and Federal Highway Administration (FHWA) was in Federal Register Volume 67, Number 130 (July 8, 2002), Notices on the Designation of Transportation Management Areas, Federal Register Volume 67, Number 193 (October 4, 2002), Supplementary Notice on the Designation of Transportation Management Areas. This classification qualifies the Lincoln MPO for specific shares of federal SAFETEA-LU funds but along with this, it establishes additional administrative and planning requirements in the transportation planning process. These additional planning activities relate primarily to the development of a congestion management system, project selection, public involvement and the MPO certification process.

G. MPO Study Area

The Lincoln MPO Metropolitan Planning Area (MPA) includes of the Lincoln urban area and all of Lancaster County. Lancaster County contains approximately 839 square miles of land, and according to Census 2010 had a population of 285,407. The City of Lincoln is located at the geographical center of the county and currently covers approximately 90.48 square miles of land with a 2010 population of 258,379. The population of the city of Lincoln makes up approximately 90 percent of the population of Lancaster County. There are eleven other incorporated communities containing approximately 2.8 percent of the population and one second-class city in Lancaster County. The largest of these is Waverly, the second-class city, with a 2010 population of 3,277. The other villages and cities ranged in population between 142 and 1,657. There also are nine unincorporated communities in the county.

H. Lincoln MPO Structure

The Lincoln Metropolitan Planning Organization (MPO) is a policy-making body comprised of representatives from local government and transportation authorities that review transportation issues and develop transportation plans and programs for the metropolitan area. This organization is a forum for cooperative decision making and provides for the involvement of principal elected officials of general purpose local government. Although these individuals come to the table with multiple, and sometimes conflicting perspectives, they work together to establish local and regional priorities for the transportation improvements that are eligible for state and federal funding.

The City of Lincoln fulfils the role as the MPO for Lincoln and Lancaster County as designated by the Governor of Nebraska and is the sole recipient of federal transportation planning funds. The MPO, represented by the Mayor of the City of Lincoln, is responsible for conducting the urban transportation planning process pursuant to federal requirements and is responsible for assigning work as necessary to carry out this process. There are five primary participant groups in the metropolitan planning and decision-making process. These include: 1) the Officials Committee, 2) the Technical Advisory Committee, 3) Lincoln-Lancaster Planning Commission, 4) various Citizen Task Forces and Advisory Committees, and 5) the MPO staff. Each group plays a specific role in the process.

Officials Committee

The Lincoln MPO Officials Committee membership consists of elected officials representing the City of Lincoln, Lancaster County and the State of Nebraska. The Committee is comprised of six voting members and three non-voting members. The voting members review and act upon transportation related programs and studies recommended by of the city, county and state and reviewed by the MPO Technical Committee in the implementation of the transportation plan. Reviews the recommendations of the Officials Committee are for compliance with the established planning process and the policies of the general purpose governments and agencies which they represent. The non-voting members represent the federal transportation agencies for the region and provide policy guidance to the Committee.

Technical Advisory Committee

The Lincoln MPO established a Technical Advisory Committee to investigate specific transportation related topics in greater detail than what is typically accomplished at Officials Committee meetings. The Committee is made up of representatives of various professional transportation and related planning disciplines which serve in review capacity to consider the effects of transportation plans and programs on social, economic, and environmental factors in conformance to appropriate federal regulations.

The Technical Advisory Committee generally will serve as the administrative and technical staff to carry out and implement the transportation plan and to propose, develop or review transportation related programs, studies and proposals for the Lincoln Metropolitan Area. The Committee conducts the work necessary to implement the recommended transportation plan and makes recommendations on proposed amendments to the transportation plan. Short-term planning documents developed and reviewed by the Technical Advisory Committee include the Unified Planning Work Program, Transportation Improvement Program, Annual Transportation Reports among other implementation documents. The Technical Committee makes recommendations to the Officials Committee on programs, studies and proposals.

Lincoln City-Lancaster County Planning Commission

The Lincoln City-Lancaster Planning Commission is comprised of nine members who are appointed by the Mayor, and confirmed by the City Council and the County Board. Members of the Planning Commission represent the community at large and in its capacity as the MPO Citizens' Advisory Committee. The Planning Commission holds two public meetings each month on a regular basis; however, special meetings may be called at the discretion. The Commission considers proposed transportation plans and related programs in relation to community goals, reviews the recommendations of other review groups, and modifies or recommends future land use and transportation plans and related programs for both the City Council and County Board before

forwarding these to the MPO Officials Committee.

Citizens Task Forces and Advisory Committees

To assist in the decision-making process, the MPO Committee members rely upon other committees and task forces as well as active participation from interested citizens. Input is sought from concerned business representatives, special action groups and other voices in the community. Plans and projects are subject to extensive public participation during the key decision phases in plan development. Community activities include open houses, public informational meetings or partnering sessions.

MPO Staff

The City of Lincoln provides primary support staff for the Lincoln MPO and the Officials Committee and Technical Committee in carrying out the transportation planning process. Among other things, these activities include providing technical expertise in the development of transportation plans and programs, promoting public involvement in the decision making process and supporting local communities in their general planning efforts. Program management for the Lincoln MPO is located in the Lincoln-Lancaster Planning Department. Other key planning staff in city departments and other agencies which have significant rolls in providing their expertise in providing support and guidance in the planning process. These include the Lincoln Public Works & Utilities Department (including StarTran), Lincoln Urban Development, Lincoln Parks & Recreational Department, Lincoln-Lancaster Health Department, Lincoln Airport Authority, and the Lancaster County Engineering. The State of Nebraska provides support for the Lincoln MPO through its *Planning & Project Development* Division and its participation in the Technical and Officials Committees. FHWA and FTA for the region provide policy guidance as needed in the administration of the MPO.

I. Planning Issues and Emphasis

Significant transportation issues face the Lincoln-Lancaster Planning area. Among the key issues being addressed during the planning period include:

✓ **Federal TMA Certification Review of Lincoln MPO**

The FHWA/FTA Joint TMA Certification Review for the Lincoln Metropolitan Area transportation planning process is programmed on a four-year cycle and the next review is to take place in 2013. According to federal law "the Secretary shall ensure that the metropolitan planning process in each transportation management area is being carried out in accordance with applicable provisions of Federal Law". The review consists of a desk audit, a site visit with a pubic hearing, and preparation of a report summarizing the review. The report will identify any corrective actions, recommendations, and commendations based upon this review.

✓ **Transportation Funding Issues**

Funding for highway, street, transit, sidewalks and alternative forms of transportation continues to be a major concern for the nation, state, county and city governments, including the City of Lincoln. Needed transportation construction projects have been slowed down or put off and critical system maintenance has been delayed. As a result, more transportation planning activity is focused on developing ways to maintain the existing transportation system and to prioritize capital improvement projects that support the demands for transportation and the continuing growth within the community.

✓ **Functional Classification Map Review, Urbanized Area Smoothing, and Metropolitan Planning Area Boundary Review**

Staff will review the current Functional Classification Map for the Lincoln Metropolitan Planning Area (MPA) and coordinate updates based on the 2010 decennial census, urbanized area delineation and the 2040 LRTP. Review of the Urban Area Boundary will be conducted concurrently with the review of the urbanized area delineation and smoothing. Smoothing of the Urbanized Area is prescribed to reflect changes in rural and urban designations as well as changes in roadway functions for the planning area. Staff will work with the City of Lincoln, Lancaster County, NDOR and FHWA to place the MPA, Functional Classification and smoothed Urbanized Area into the GIS based system maintained by FHWA.

✓ **Develop a Complete Streets Policy for the Lincoln MPO**

The Complete Streets Policy is intended to empower and guide citizens, elected officials, and government agencies in adopting effective and efficient approaches to incorporating the needs of all users in the design and construction of roadway projects within the Lincoln Metropolitan Planning Area (Lancaster County). A Complete Streets policy will be drafted to fit the Lincoln and Lancaster local community context and guide the development of future transportation facilities. This policy will ensure that consideration is given to accommodating all travel modes in the design of each project within the Lincoln planning area, while addressing the primary concern of improving safety and mobility.

✓ **Transportation Improvement Program - Project Selection Criteria**

Project Selection Criteria are used to facilitate project selection in the annual development of the Transportation Improvement Program (TIP). Specific project selection criteria, policies and guidelines have been incorporated into the Transportation Plan to support project ranking and prioritization and provide a means to move projects from the Plan into the TIP. This allows the project selection process to be based upon credible data inputs balanced between all modes of travel and coordinated with the *Annual Review* of the LRTP.

✓ **Travel Demand Management Strategic Plan**

Develop a Travel Demand Management (TDM) planning study to craft a vision for a balanced, multi-modal transportation system that promotes choices for travelers and influences the demand. The TDM strategy for the Lincoln Metropolitan Area is to include a strategy to effectively build partnerships among the public and private sectors, provide information and education about travel options and offer incentives and programs that will reduce demand or redistribute this demand in space or in time. TDM is a critical component of the overall transportation strategy and is intended to be an essential component of sustainable transportation solutions for a livable community.

✓ **Strategic Pedestrian-Bicycle Planning Activities**

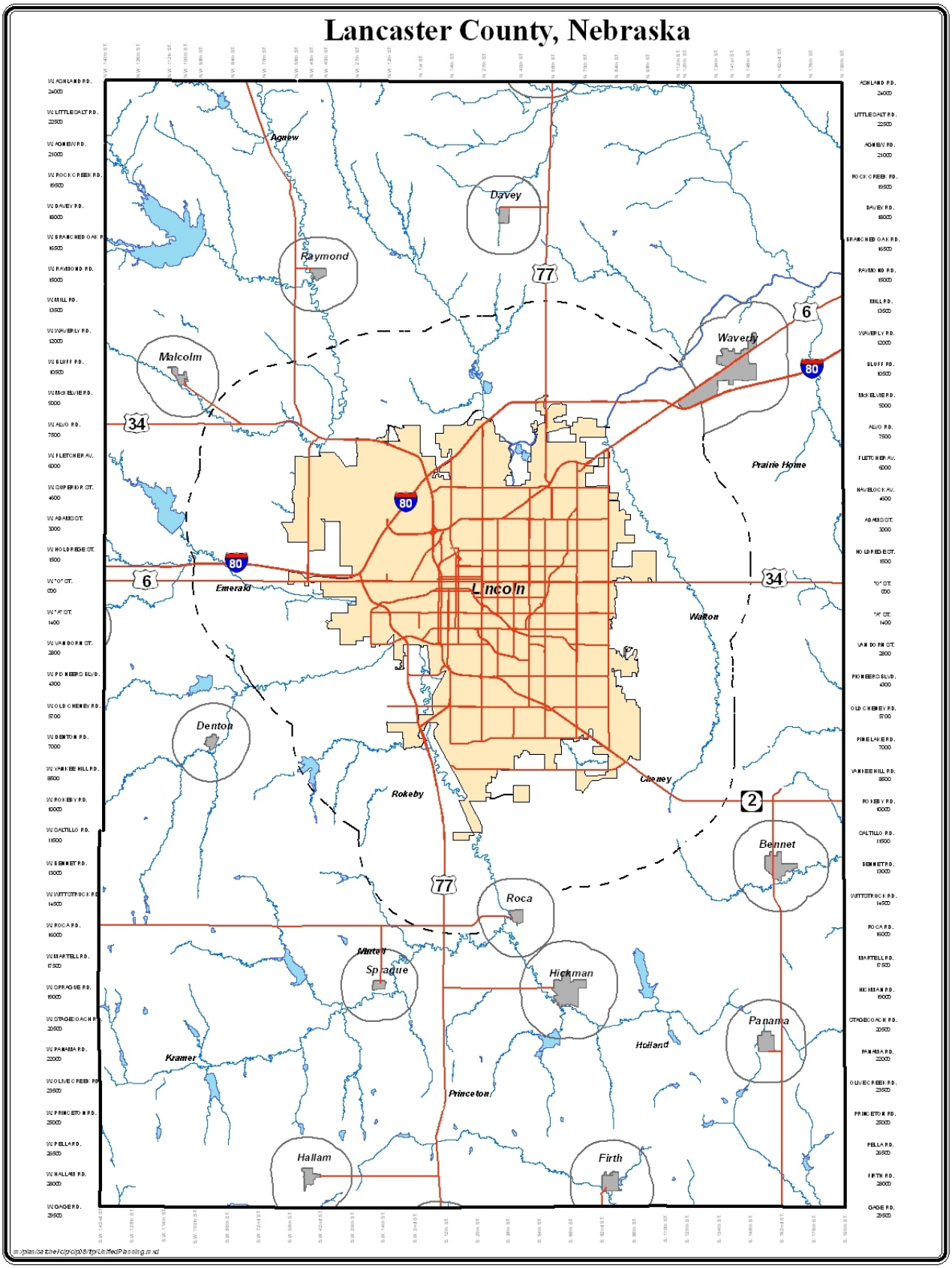
Pedestrian-Bicycle planning activities will include the 1) completion of a *Pedestrian-Bicycle Facility Plan* that analyzes the current bicycle and pedestrian facilities, establishes goals for improvements, develops guidelines for siting appropriate facilities; 2) consideration of new standards and incentives to include bicycle amenities in employment, commercial, educational and office centers; and 3) evaluation of bicycle licensing fees and other funding options to help implement pedestrian and bicycle improvements and programs.

✓ **Wayfinding Study to Implement a System of Signs Throughout the Community**

The Wayfinding Study will provide a strategy for implementing new and improved signage along city and county roadways that improves convenience and safety for the traveling public by directing them to key destinations in the community. The study will establish a common set of design standards and graphic conventions that meet applicable governmental regulations, identify and prioritize the locations for new and replacement signs, and include a financial strategy for producing and maintaining the signs.

✓ **Goods and Freight Movement Planning**

Goods and Freight Movement Planning activities will continue to gather information, analyze commodity movements and solicit input from the freight hauling community for use in development planning and infrastructure investment strategies. Planning strategies include coordinating with the NDOR in examining freight issues and programming of projects, continuing the process of promoting a dialogue with the freight industry through the Freight Carriers Committee, and incorporating concepts and projects in the LRTP and TIP.


Lancaster County, Nebraska
Agnew
Davey
Raymond
Malcolm
Waverly
Prairie Home
Lincoln
Emerald
Walton
Denton
Rokeby
Cheney
Bennet
Roca
Martell
Sprague
Hickman
Panama
Holland
Kramer
Princeton
Hallam
Firth
77
6
80
34
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CONTINUING TRANSPORTATION PLANNING PROCESS

TRANSPORTATION PLANNING WORK PROGRAM

OBJECTIVE

This is to carry out metropolitan transportation planning process for the Lincoln Metropolitan Planning Area that will encourage and promote the safe and efficient management, operation, and development of surface transportation systems that will serve the mobility needs of people and freight and foster economic growth and development within the planning area. The multi-modal transportation planning responsibilities include guide decisions that will support the objectives of the *2040 Lincoln MPO Long Range Transportation Plan* resulting in the development of a Transportation Improvement Program (TIP) that will coordinate the implementation of transit services and transportation improvement projects.

The overall objectives identified in the Transportation Plan include:

- *Developing a balanced transportation system that meets the mobility needs of the community and supports Lincoln and Lancaster County's land use projections and plan.*
- *Using the existing transportation system to its best advantage.*
- *Creating a sustainable transportation network that minimizes energy consumption and environmental pollution.*
- *Increasing the use of alternate means of transportation, including public transportation, bicycle transit, and pedestrian movement, by improving and expanding facilities and services and encouraging compact, "walkable" land use patterns and project designs.*
- *Continuing Lincoln's street and trails network into newly developing areas.*
- *Designing a street and road improvement program that is both physically attractive and sensitive to the environments of urban neighborhoods.*
- *Maximizing the safe and efficient movement of railroad traffic, while minimizing street conflicts and reducing the creation of barriers created by rail corridors.*
- *Enhancing aviation facilities while minimizing their effect on surrounding land uses.*

PREVIOUS WORK AND CONTINUING WORK METHODOLOGY

This section describes transportation planning activities expected to be completed prior to July 1, 2012 and activities that are expected to be conducted during FY 2012-2013. The general guidelines for these activities is included in the *MPO Management Plan for Continuing Transportation Planning in the Lincoln Metropolitan Area*. Following the text in this section is a table that shows the agency or agencies responsible for each activity and the estimated planning costs.

I. ADMINISTRATION AND MANAGEMENT ACTIVITIES – 6100

A. General Program Administration and Coordination (6110)

Objective:
Administration and management of the transportation planning, programming, and implementation tasks to ensure the compliance with administrative, financial, and legal requirements for maintaining the comprehensive, coordinated, and continuing (3-C) transportation planning process for the Lincoln Metropolitan Planning Organization (MPO). This includes coordination of MPO transportation planning activities with the Nebraska Department of Roads (NDOR), the Federal Highway Administration, Federal Transit Administration, and participating agencies in the metropolitan transportation planning process. This includes taking actions to enhance the technical capacity of the planning process and to insure a proactive public involvement process that provides full public access to key decisions in developing both short and long range plans and programs.

CA: A FHWA/FTA Corrective Action (CA) is to update the interagency planning agreements to clearly define roles and responsibilities of the MPO and the State to ensure the 3-C process is executed as intended and that it can be readily understood by the participants in the planning process and the public.

Previous Work:
Program administration and management is a continuing work activity that includes the following key activities.

- Staff support to Lincoln MPO Officials Committee, Technical Advisory Committee, and other committees for planning activities, administration and public outreach which included developing notices, agendas, and minutes as needed.
- Reviewed federal/state policies and guidance regarding metropolitan transportation planning and STIP scheduling and incorporated changes as necessary.
- Maintained records and provided reports to funding agencies on the status of transportation planning activities.
- Maintained maps of street and highway functional classification and urban area boundaries.
- Monitored federal/state transportation Local Public Agency (LPA) initiatives and guidelines.
- Maintained Responsible Charge (RC) annual training to meet LPA Guidelines.
- Initiated the MPO to review and update of the current interagency agreements between participating agencies in the Lincoln MPA.

Products:
The MPO will maintain a transportation planning program and perform administrative activities necessary to ensure compliance with administrative, financial, and legal requirements for maintaining the transportation planning process and retain eligibility for federal and state funding for transportation planning and projects in the Lincoln Metropolitan Area.

The Lincoln MPO staff will manage the implementation of tasks in this work program and administrative activities that will include:

A. Preparation and review of transportation planning reports, contracts, quarterly progress reports and invoices for PL Funds, prepare meeting agenda's, and record meeting minutes.
B. Provide staff support to Lincoln MPO Officials Committee, Technical Advisory Committee, and special committee meetings or public outreach activities and develop notices, agendas, and minutes as needed.

C. Prepare and maintain the Unified Planning Work Program.
D. Work jointly with the City of Lincoln, Lancaster County and the State of Nebraska to prepare contractual agreements as required, attend all study meetings, distribute special and annual reports and study documents, review and analyze individual transportation planning projects and studies, and undertake general administrative activities.
E. Comply with federal and state MPO certification requirements and review federal/state policies and guidance regarding metropolitan transportation planning and incorporate changes as necessary.
F. Comply with federal/state transportation Local Public Agency (LPA) initiatives and guidelines
G. Review and certify the transportation planning process.
H. Update and maintain maps of street and highway functional classification within the urban area boundary and Metropolitan Planning Area (Lancaster County).
I. Continue the evaluation on the effectiveness of the MPO's outreach efforts.
J. Evaluate, as needed, the effectiveness of the MPO's Environmental Justice (EJ) efforts.
K. Continue outreach to the freight community in the transportation planning process.

Funding Summary:
Combined PL Fund, FTA and Local Funding

Functional Agency Responsibility:
Local, 100%

Schedule of Products	**Completion Dates**
A. Preparation of transportation planning reports	On-going Activity
B. Provide staff support to Lincoln MPO Committees	On-going Activity
C. Prepare and maintain the Unified Planning Work Program	June 2013
D. Update the interagency agreements between participating agencies	July - December 2012
E. Work with City of Lincoln, Lancaster County and State of Nebraska	On-going Activity
F. Comply with federal regulations and state LPA Guidelines	On-going Activity
G. Review and certify the transportation planning process	On-going Activity
H. Maintain National Functional Classification and Urban Area Maps	On-going Activity
I. Continue the evaluation and enhancement of outreach efforts	On-going Activity
J. Evaluate and enhance the MPO's E.J. efforts	On-going Activity
K. Continue coordination efforts with the freight community	On-going Activity

B. Certification of Transportation Planning Process (6120)

Objective:
A self-review and evaluation of the transportation planning process for the Lincoln metropolitan area is conducted each year assessing its compliance with applicable federal metropolitan planning laws and regulations. A report is prepared, reviewed and acted upon by the Technical and Officials Committees regarding this compliance evaluation on the transportation planning process.

Previous Work:
- A self-review of the Transportation Planning Process was conducted and a report was accepted by the Technical and Officials Committees regarding *Certification that the Transportation Planning Process Complies with Applicable Federal Laws and Regulations*. The MPO and NDOR endorsed the compliance evaluation report and certified that the Planning Process for the Lincoln metropolitan area in meeting the requirements of 23 CFR 450.334(a).
- FHWA/FTA TMA Certification Review of the Lincoln MPO was conducted on May 5-6, 2009 that resulted in corrective actions. The MPO identified planning deficiencies and actions to correct these in a "Corrective Action Plan." These activities have been incorporated in the annual Work Programs.

MPO Certification Review: The FHWA/FTA Joint TMA Certification Review for the Lincoln Metropolitan Area transportation planning process is programmed on a four-year cycle and the next review is to take place in 2013. Generally, this review consists of a desk audit, a site visit with a pubic hearing, and preparation of a report summarizing the review. This report will identify any corrective actions, recommendations, and commendations as a result of the review.

Products:
A. The MPO will implement the agreed to Corrective Action Plan and report on progress in implementing actions necessary to ensure the Lincoln transportation planning process meets applicable federal laws and regulations.
B. An annual report is also prepared each year based upon a self-review and evaluation process addressing the conformance of the Lincoln urban transportation planning process as it meets applicable federal laws and regulations. A report addressing Certification of the transportation planning process will be prepared and acted upon in conjunction with review of the Transportation Improvement Program.

Funding Summary:
Combination of Local and Federal PL Funds

Functional Agency Responsibility:
Local, 100%:

Schedule of Products	Completion Dates
A. Implement and report on activity for the implementation of the FHWA/FTA MPO Certification Corrective Action Plan	On-going Activity
B. Annual self-certification review and evaluation report	June 2013
B. FHWA/FTA Joint TMA Certification Review and Report	May-September 2013

C. Unified Planning Work Program (6130)

Objective:
The Unified Planning Work Program (UPWP) identifies work activities and budgets for both the urban transportation planning program (FHWA/State PL funds) and the transit planning program (FTA Section 5303 and 5307 funds). This describes transportation planning activities to be carried out by the MPO, member agencies, or consultants and alerts organizations of planning activities.

Previous Work:
- Completed the FY 2011-12 UPWP which is expected to be acted upon by the end of June.
- Ongoing work includes completing Quarterly Reports.
- MPO Management Plan has been updated and will be used to review the MPO organization and functional responsibilities of planning activities.

Methodology:
- Identify transportation planning priorities and address federal and state planning emphasis areas.
- Coordinate with other transportation planning agencies in the metropolitan area and provide opportunities for input in the development of the UPWP.
- Develop draft and final versions of the UPWP for State and Federal review.
- Certify compliance with state and federal regulations regarding expenditure of federal funds.
- Prepare reports and amendments as necessary.

Products:
A. A UPWP will be developed for FY 2012-13 to identify the primary work programs and budgets for the Lincoln MPO urban transportation planning program (FHWA/State PL funds) and the transit planning program (FTA Section 5303 and 5307 funds).
B. Amendments to the FY 2012-13 UPWP will be made as necessary maintain an effective work program and budget for the Lincoln MPO transportation planning program.
C. MPO Management Plan will be used to review the MPO organization and functional responsibilities of planning activities. Products may include development of documents, reports, legal review of agreements and actions by MPO Committees.

Funding Summary:
Combination of Local and Federal PL Funds

Functional Agency Responsibility:
Local, 100%

Schedule of Products	Completion Dates
A. Develop the UPWP for FY 2012-13	July 2013
B. Maintain and Update the FY 2012-13 UPWP	On-going activity
C. Develop documents, reports, and legal review of agreements & actions	On-going activity

D. PL Fund Grant Administration (6140)

Objective:
This includes the review and execution of the PL Fund grant contract, preparation of activity reports, quarterly reimbursement requests and audits, and the staff time management system. Activity includes staff time associated with the management of the PL Fund grant.

Previous Work:
- On-going tracking and management of PL Fund grant activity.
- Internal annual program audits were completed.

Methodology:
- Allocate PL Fund grant budget to meet study and overhead demands.
- Ongoing work includes completing Quarterly Reports to NDOR.
- Develop special requests and reports on planning activity.

Products:

A. Management of the PL Fund grant,
B. Execution of the PL Fund grant contract,
C. Preparation of activity reports, program tracking, reimbursement requests,
D. Annual City program audit.

Funding Summary:
Combination of Local and Federal PL Funds

Functional Agency Responsibility:
Local, 100%

Schedule of Products	Completion Dates
A. Management of the PL Fund grant	On-going activity
B. Execution of the PL Fund grant contract	July 2012
C. Preparation of activity reports and reimbursement requests	Quarterly
D. Internal annual Lincoln MPO program audit	September - October 2012

E. Professional Development, Education and Training (6150)

Objective:
This activity is intended to keep the staff knowledgeable about federal and state regulations, the latest transportation planning technologies, and the best practices and activities of other MPO's. Staff capabilities will be enhanced by attending selected conferences, seminars, training workshops and courses in local universities, including continuing education in RC Training.

Methodology:
- Participate in conferences, seminars, training workshops, and meetings to keep acquainted with the latest regulations and techniques in the transportation planning field.
- Develop training activities such as supporting training workshops and educational activities for planning and engineering staff and Planning Commission members or Committee members.
- Bring in speakers/educators to hold workshops with the Staff, Citizen Committees and the general public to better inform and build the knowledge base of on key issues.

Products:
The Lincoln MPO staff will participate in conferences, seminars, training workshops, and meetings to keep acquainted with the latest regulations and techniques in the transportation planning field or to develop general capabilities. Professional development activities may include the following:

A. Continued internal training in the program development and in the application of TransCAD transportation modeling software.
B. Other professional development possibilities include attending workshops and conferences sponsored by NDOR, FTA, FHWA, APA, ITE, TRB, AMPO, ITS organizations.
C. With the anticipated renewal of the Surface Transportation Act, changes to planning emphasis areas and regulations are expected to result which will require staff to be informed and educated in order to maintain a responsive transportation planning program.

Funding Summary:
- Direct charges include registration fees, travel, lodging and related expenses to attend or host conferences, seminars, workshops, and meetings that are for professional planning activities.
- Costs are to be reimbursed with a combination of Federal PL Funds (80%) and Local (20%).

Functional Agency Responsibility:
Local, 100%

Schedule of Products	Completion Dates
A. Continuing LPA education and RC Training	On-going activity
A. TransCAD Travel Model Training	As Available
B. Professional Transportation Planning Training	As Available
C. Workshops & Training for the new Surface Transportation Act	As Available

II. INTERAGENCY AND PUBLIC OUTREACH ACTIVITIES – 6200

A. Transportation Planning-Related Committees (6210)

Objective:
To facilitate the decision-making process for transportation planning with key policy-making bodies that are comprised of representatives from local government and transportation authorities. These bodies consider transportation issues and develop plans and programs for the metropolitan area.

Officials Committee
The Lincoln MPO Officials Committee membership consists of elected officials representing the City of Lincoln, Lancaster County and the State of Nebraska. The Officials Committee acts upon transportation programs and studies and reviews the MPO Technical Committee's actions.

Technical Committee and Technical Committee Subcommittees
The Technical Advisory Committee serves to review the effects of transportation plans and programs in conformance to appropriate federal regulations. This committee serves as the administrative and technical staff to implement the transportation plan and makes recommendations to the Officials Committee on proposed on programs, studies and plans.

Lincoln-Lancaster Planning Commission
The Lincoln-Lancaster Planning Commission holds public reviews and considers proposed land use and transportation plans, and related programs in relation to community goals and forwards recommendations to the MPO Officials Committee.

Citizen Task Forces and Advisory Committees
Key citizen advisory committees include the Pedestrian and Bicycle Advisory Committee, Neighborhood Round Table, Community Services Initiatives, as well as other project specific advisory committees and task forces.

Methodology:
- Staffing Committee and Task Force meetings.
- Develop and produce agendas, planning documents, and reports for Committee review.
- Production and mailing of materials and meeting minutes

Products:
A. Staffing of committees, citizen task forces and citizen advisory committees or groups used in the MPO planning and decision-making process.
B. Work products include the production and mailing of materials to committees, development of planning documents, reports, and meeting minutes.
C. Maintain and add to the general list of persons interested in the planning process.

Funding Summary: Combination of Local and Federal PL Funds.

Functional Agency Responsibility: Local, 100%

Schedule of Products	Completion Dates
A. Committee Staffing and Support	On-going activity
B. Development of planning documents and reports	On-going activity
C. Maintain & Update List of Persons Involved in MPO Activities	On-going activity

B. Public Participation Program (6220)

Objective:
Provide a public participation process and plan in order to secure public input for the metropolitan transportation planning process that will encourage early and continuing public involvement in the development of plans and programs. This process involves evaluating and updating the MPO's Public Participation Plan to meet federal regulations and allow interested parties to comment on transportation plans, programs, and other planning documents.

Previous Work:
- The Public Participation Plan was updated with MPO adoption November 2010.
- Consult with local and regional officials on developing transportation plans and programs.
- Public Notification list and web page posting maintained.
- Electronic Public Request Form developed and maintained.

Methodology:
- Organize meetings, prepare agenda materials, and complete information packets as needed.
- Provide public notice and public access to key decisions, place legal ads and required notice.
- Update mailing lists and post meeting agenda and materials on the MPO's website.

Products:
A. On-going Public Participation Plan review and update activities.
B. Update mailing lists, web page and communication tools as needed
C. Preparation of activity newsletters and reports
D. Public Notification list and web page posting maintained.
E. Electronic Public Request Form developed and maintained.

Funding Source:
Combined Local and PL Funding.

Functional Agency Responsibility:
Local, 100%

Schedule of Products	Completion Dates
A. Public Participation Plan Review	On-going activity
B. Maintain and update mailing lists, web page and communication tools	On-going activity
B. Electronic Public Request Form developed and maintained	On-going activity
C. Preparation of activity Newsletters and reports	On-going activity

C. Environmental Justice Strategies (6230)
- Implementing Title VI Requirements -

Objective:
To enhance the Lincoln MPO Public Participation Process to better reach out to lower income and minority individuals, organizations, and neighborhoods throughout the City of Lincoln and Lancaster County planning area. This is to ensure that Title VI of the Civil Rights Act of 1964 is implemented and that all residents in the City of Lincoln and Lancaster County are represented fairly and not discriminated against in the transportation planning process.

Previous Work:
- Geographic Information Data for Title VI Civil Rights was evaluated and analyzed.
- The Environmental Justice Action Strategy was reviewed to evaluate the effectiveness of MPO outreach activities and the findings were incorporated in to the updated *Action Strategy*.
- An *Environmental Justice Action Strategy* for Long Range Transportation Planning and the Comprehensive Planning Process was developed and employed in 2010.

Products:
A. The current Environmental Justice Action Strategy is monitored to evaluate the effectiveness of current LRTP outreach activities in meeting Title VI Civil Rights performance measures.
B. Preparation of activity Newsletters and reports.
C. A continuation of the effectiveness of the Environmental Justice (EJ) efforts may be extended to review of the new 2010 Census data.

Funding Source:
Combination of Local and Federal PL Funds

Functional Agency Responsibility:
Local, 100%

Schedule of Products	Completion Dates
A. Review current Environmental Justice Action Strategies	On-going activity
B. Preparation of activity Newsletters and reports	On-going activity
C. Continued review the Environmental Justice Action Strategy in the context of the new 2010 Census data	On-going activity

D. Transportation Reports and Newsletters (6240)

Objective:
To provide the decision makers and the general public with graphic and written information analyzing the performance of the transportation system, and to provide status reports on transportation planning studies and engineering projects, to describe transportation issues the community is facing, and to identify priorities for future studies and projects.

Previous Work:
- Reports and Newsletters used on a project by project basis to provide status reports on transportation planning studies and engineering projects, and to describe and frame transportation issues the community is facing within the transportation planning process.

Methodology:
- Transportation Newsletters are used for transportation-related planning proposals and activities to aid decision makers and the general public in surveillance and review of information.
- The technical elements of reports presents available monitoring data which are compared with forecasts, describes the status of activities relating to implementation of the transportation plan, and describes ongoing transportation planning activities.

Products:
A. Reports and periodic Newsletters analyzing the performance of the transportation system and discussing on the transportation issues the community is facing.
B. Status reports on transportation planning studies and engineering projects.

Funding Summary:
Combination of Local and Federal PL Funds

Functional Agency Responsibility:
Local, 100%

Schedule of Products	Completion Dates
A. Reports and periodic Newsletters	On-going activity
B. Status Reports	Quarterly

E. Website Management and Enhancement (6250)

Objective
To continue the development of an effective and efficient electronic internet website that allows public access to transportation planning information, MPO documents and reports, and to provide a vehicle for obtaining public comment on the transportation planning process.

Previous Work
- New technologies are being used in visual imagery to display the *2040 Long Range Transportation Plan*, TIP, Public Involvement Program and other specific projects.
- Committee meeting notices, agendas and minutes are available on the website.
- The website format has been updated recently to improve easy accessibility for MPO documents as part of our public outreach efforts.
- Visual techniques are used to communicate a variety of levels of information including public policy issues, planning activity, engineering projects, studies and construction projects.
- The internet site also includes email functionality allowing citizens to electronically submit comments and questions to elected officials and staff regarding transportation issues.
- Expanded the website use as a mechanism for public input through on-line interactive surveys to support the planning process.

Methodology:
MPO staff will continue to work with City and County departments to improve the use of visual techniques and continue to enhance its abilities as new technologies become available. The visualization techniques under consideration range from simple illustrations and charts to sophisticated simulation tools.

Products
A. Staff will continue to post all documents and reports on the MPO website in a timely manner.
B. Continued evaluation of the InterLinc web page to better address the needs identified in the Americans with Disabilities Act.
C. Continue looking into techniques that will further develop the "Visualization Toolbox" to provide the most effective techniques in helping people understand events within the transportation planning process.

Funding Summary:
Combination of Local and Federal PL Funds

Functional Agency Responsibility:
Local, 100%

Schedule of Products	Completion Dates
A. Post documents and reports on the MPO website	On-going activity
B. Evaluation of the InterLinc web page	On-going activity
C. Continue developing the "Visualization Toolbox"	On-going activity

III. DATA DEVELOPMENT, MONITORING AND EVALUATION VARIABLES – 6300

A. Geographic Information Systems (GIS) (6310)

Objective:
To integrate the capabilities of Geographic Information System (GIS) technology into the MPO's comprehensive, coordinated, and continuous transportation planning process. Planning and programming activities are aided by the visual representation and technical evaluation of project alternatives which GIS technology provides.

Previous Work:
- The Lincoln City-Lancaster County Planning Department, the Lancaster County Engineer's Office, and the City of Lincoln Public Works and Utilities Department have maintained an automated base mapping system for all of Lancaster County (840 square miles).
- GPS technology has been used in creating and maintaining the base mapping system to ensure stable geographic control points.
- The "street center line digital geodatabase" for the City and County is a collection of data which employs networking software to maintain and display travel and transportation projects information, and is vital to the MPO's traffic modeling activities.

Products:
A. Street Center Line Digital Geodatabase - This geodatabase encompasses the MPO planning area street network which embodies facility attributes in the street network. The geodatabase is being updated to include facilities-based data sets, information on street functional class, pavement conditions, signage, striping, and eventually include public transit and trails databases.
B. Transportation and Land Use Planning Database Files - A vast array of GIS digital files have been constructed and maintained in support of the overall transportation and land use planning process. Many of these files are used in evaluating transportation network alternatives.
C. Capital Facilities Programming - Digital GIS files are kept up-to-date for use in the programming of various transportation facilities. These capital projects cut across all modes and become the basis for the formulating of the Transportation Improvement Program.
D. Transportation Planning Mapping - As part of the routine on-going MPO transportation planning process, maps are prepared for use in public meetings and staff working sessions.

Funding Source:
Combination of Local and Federal PL Funds

Functional Agency Responsibility:
Local, 100%

Schedule of Products	Completion Dates
A. Street Center Line Digital Geodatabase	As needed
B. Transportation and Land Use Planning Database Files	On going
C. Capital Facilities Programming	On going
D. Transportation Planning Mapping	On going

B. Demographic Database Update (6320)

Objective:
The 3-C Transportation Planning Process requires current and credible population, income, household, and economic data to monitor and project travel behavior. This involves gathering and organizing demographic data for use in travel model calibration and forecasting. A variety of demographic data is also produced for base year conditions, for tracking demographic change, and for projecting future travel demand.

Previous Work:
- The MPO has crafted GIS data sets based on U.S. Bureau of the Census information, as well as from other population, household, income, and economic data sources.
- Charts and tables included in the Lincoln-Lancaster annual report on Community Indicators and the Annual Transportation Systems Management analysis summarize much of the collected data.
- Data is also used for periodic planning studies which detail the policies and programs of the Long Range Transportation Plan.
- Population and school enrollment are collected annually by the Planning Department. Census Bureau population estimates are used to track population growth for the City and County.
- Economic and Employment figures are compiled necessary and worker data by industry and location monitored which include compilation of data by industrial sector.
- Significant changes in these data variables are evaluated in comparison to the forecasts.

Products:
A. Population Factors - Track U.S. Census Bureau population figures from the ACS and other periodic reports and summarize demographic figures for posting on MPO website.
B. Student Enrollment Figures - Work with educational institutions within the Lincoln area to obtain data on student enrollment by school and on location of students by place of residence.
C. Community Indicators Report - Prepare summary report for the Annual Review of the Plan to present key indicators of area growth, transportation system usage, environment factors, and other pertinent planning elements. (This will not be prepared during the Plan update.)

Funding Summary:
Combination of Local and Federal PL Funds

Functional Agency Responsibility:
Local, 100%

Schedule of Products	Completion Dates
A. Population Factors	On going & Semiannual
B. Student Enrollment Figures	Fall of Each Year
C. Community Indicators Report	April 2013

C. Land Use Database Update and Maintenance (6330)

Objective:
Transportation facility improvements spelled out in the Long Range Transportation Plan (LRTP) are derived in part from projected future development and their associated land uses. The land use planning process for the Lincoln and Lancaster County area provides the foundation for projecting future dwelling units, commercial, institutional, and industrial centers which provide a basis for assessing future transportation demand.

Previous Work:
The critical link between transportation and land use activities is the focus of on-going planning and management for both systems. This task involves gathering data and monitoring the land uses relative to the transportation planning process. GIS provides the foundation for the ongoing collection and evaluation of a range of land use-related data bases.

- Commercial Floor Area Survey - Retail, office, and service uses represent major attractors of travel demand. Commercial uses require transportation network support for employees, customers, and deliveries. A building-by-building inventory of commercial activities is gathered to reflect generalized commercial uses and floor area. This inventory is conducted of all structures in commercial zoned areas of the MPO planning area.
- Industrial Development Survey - An inventory of industrial uses are collected in the field and entered into the Geographic Information System. Tabulations by use by traffic analysis zone are then prepared for use in the traffic modeling process.
- Land Use projections were developed for the 2040 plan

Products:

A. Vacant Lot Inventory - Residential development is one of the key factors in projecting future travel demand by traffic analysis zone. Tracking the number and location of lots available for future residential growth – as well as dwelling units constructed on an continuing basis – is vital to this task. The 'Vacant Lot Inventory' is a digital GIS database which uses administrative records to monitor the platting of land and the construction of dwelling units.
B. Area-Wide Land Use Database - Data on all land uses within the MPO planning area is maintained on a regular basis using field surveys and administrative records. Data aids in determining shifts in land use types, levels of development, and direction of growth which are factors in preparing future transportation plans. In addition to parcel-based data, commercial building and industrial data are also gathered, which serves as a key traffic model input.
C. Update Land Use projections for the 2040 Plan

Funding Summary: Combination of Local and Federal PL Funds

Functional Agency Responsibility: Local, 100%

Schedule of Products	Completion Dates
A. Vacant Lot Inventory	Monthly Postings & Mid-Year Summary Report
B. Area-Wide Land Use Database	On-going
C. Update Land Use projections for the LRTP	On-going

D. Community Value Factors and Surveys (6340)

Objective:
The objective of this task is to ensure the opportunity for meaningful involvement of all members of the public throughout the entire MPO transportation planning process. This task envolves a host of outreach efforts in soliciting, documenting, understanding, and discerning community values as they relate to the transportation system is vital to the success of the planning process.

Previous Work:
- Public Opinion Survey's of Transportation and Mobility Issues was conducted in 2010 as necessary to obtain maximum input from the community.
- The Lincoln-Lancaster Planing Department conducted a "2010 Planning and Development Survey" os residents in Lincoln and Lancaster County by telephone seeking community input.
- The Transportation Planning Update process in 2011 included a series of public open houses held throughout the Planning Area with extra efforts made to reach minority and special needs communities.
- The Planning website included an on-line survey allowing the public to submit and post their comments for full review by the community, appointed officials, and elected officials.

Methodology:
To ensure the opportunity for meaningful involvement within the transportation planning process from all members of the public within the planning area, work will continue to encompasses a host of outreach efforts in soliciting, documenting, understanding, and discerning community values as they relate to the transportation system is vital to the planning process.

Products:
A. Continued use of public open houses to solicit input from the general public with additional efforts make to reach minority and special needs communities.
B. Language services for non-English speaking and hearing impaired will be used as needed.
C. The website will use on-line survey to gain input from the public.

Funding Summary:
Combination of Local and Federal PL Funds

Functional Agency Responsibility:
Local, 100%

Schedule of Products	Completion Dates
A. Continued use of public open houses	Done as needed
B. Language services for non-English speaking & hearing impaired	Done as needed
C. MPO & Planning website will use on-line survey	On-going

E. Census Planning Activities (CTPP) (6350)

Objective:
Provide timely and meaningful local support to the United States Bureau of the Census in gathering and geo-coding of Census information; and integrate Census data into the transportation planning process in a purposeful and supportive fashion.

Previous Work:
- The City of Lincoln and Lancaster County have a long standing partnership with the Bureau of the Census. During the Decennial Censuses, staff from Lincoln and Lancaster County have been instrumental in supporting the Bureau's work by providing labor and geographic information.
- For the Decennial Census efforts, efforts were made by local staff to promote community participation in the Census, especially among traditional undercounted demographic segments.
- Work effort involves the Census Transportation Planning Package (CTPP) Program which includes vital transportation-related data, commuting information for urban planning purposes and demographic information about workers place of residence and place of work.
- The MPO staff works to assists in preparing maps, coding data by geographic subareas, performing statistical analysis, developing informational reports, and document this information.

Methodology:
This task is to two-fold: 1) to provide timely and meaningful local support to the United States Bureau of the Census in gathering and geo-coding of Census information; and 2) to integrate Census data into the transportation planning process in a purposeful and supportive fashion. This involves gathering and geo-coding work by local agencies prior to, during, and after the actual conduct of data collection by the Bureau of the Census. This helps improve the quality of the information that is ultimately made available for local transportation planning purposes.

Products:
A. Local staff will continue to work with the U.S. Bureau of the Census and other Federal agencies in collecting, tabulating, and distributing Census data.
B. Staff support in setting up the managerial infrastructure for the Bureau and for the LUCA, CTPP, and BAS programs – all of which will increase in intensity and importance for the 2010 Census.
C. Local staff will also track American Communities Survey (ACS) data related to the Lincoln MPO and overall transportation planning process.
D. Develop summary reports and tabulations of the new 2010 Census data and CTPP data.

Funding Summary: Combination of Local and Federal PL Funds

Functional Agency Responsibility: Local, 100%

Schedule of Products	Completion Dates
A. Work with the U.S. Bureau of the Census and other Federal agencies	Done as needed
B. Manage Programs for the Bureau, LUCA, CTPP, and BAS	Done as needed
C. Track American Communities Survey Data	On-going
D. Develop Census Data Summary Reports	On-going

F. Transportation System Data Monitoring and Collecting (6360)

Objective:
The objective of this task is to collect, maintain, and monitor data on the transportation system to support on-going planning needs. This includes data regarding system performance, inventories of facilities and services, and user behavior.

Previous Work:
Data routinely gathered to provide information on the operation of the street and road network is used to evaluate and manage the street and road system and to support transportation planning programs. Information is compiled on a continuing system-wide basis and includes the following.

Safety Data on Crash Locations and Frequencies: Data are collected routinely to monitor crash activity by location and frequency, along with short-range planning activities to identify system improvements. Annual crash statistics on pedestrians, bicycles, and vehicles are compiled, evaluated and summarized in an *Annual Crash Report*. Projects are selected, prioritized, implemented and evaluated for effectiveness.

Auto Occupancy Monitoring: The monitoring of screenline auto occupancy is conducted on a three year cycle.

Downtown Parking Management and Planning Studies: A Comprehensive Supply and Demand Parking Study was completed on parking facilities in the Downtown area, Haymarket shared parking activity, including metered parking and time limit restriction analysis. This Study includes data on all parking locations for on-street parking and off-street parking facilities, as well as parking fees and time restrictions. New visualization tools and techniques were employed in identifying parking locations. This study was coordinated with the City of Lincoln, Downtown Lincoln Business Association, University of Nebraska-Lincoln Campus and State Building Administration.

Traffic Counting Program: An urban traffic count program maintained to provide base data for travel assessment activity, roadway level of service analysis, and various transportation-related systems planning tasks. The traffic count data includes the estimated average daily traffic counts and turning movement counts for signalized intersections. A data report and map are prepared each year and posted on the internet to provide the public with information about traffic volumes on major roadways in Lincoln and Lancaster County.

Traffic Optimization Program: Traffic operations and management collect and evaluate system data on traffic control features including pavement marking, traffic signals, traffic signs, intersection channelization, and parking regulations. Data inventories are updated, expanded and evaluated as an ongoing *Traffic Optimization Program*. Volume/capacity and traffic flow analysis are conducted to evaluate major corridors and intersections in Lincoln with regard to delay and level of service. This information serves as input to the planning of street projects and traffic engineering related modifications to improve capacity, safety, and traffic flow.

Products:
System data are collected, organized and maintained by the applicable local agency. Activities will continue in FY 2013 include:

A. Safety data on crash locations are routinely collected to monitor crash activity by location and frequency.
B. Annual crash statistics are compiled, evaluated and summarized in an *Annual Crash Report*.
C. Projects are selected based upon safety and crash data , prioritized, implemented and evaluated for effectiveness.
D. Downtown Supply and Demand Parking Studies are prepared and implemented.
E. The comprehensive urban Traffic Counting Program is an on-going data collection program,
F. Traffic count reports and maps are update on the most current traffic volumes.
G. The *Traffic Optimization Program* will collect and evaluate system data on traffic control features, pavement marking, traffic signals, traffic signs, intersection channelization, and parking regulations.
H. The *Traffic Optimization Program* requires data inventories to be the updated and evaluated are as part an ongoing program.

Funding Summary:
Combination of Local and Federal PL Funds

Functional Agency Responsibility:
Local, 100%

Schedule of Products	**Completion Dates**
Safety Data on Crash Locations and Frequencies	
A. Crash data is collected	On-going activity
B. *Annual Crash Report* prepared	June 2013
C. Projects selected, prioritized, implemented and evaluated	On-going activity
Downtown Parking Management and Planning Studies	
D. Implement the Comprehensive Parking Study	On-going activity
Traffic Counting Program	
E. Comprehensive urban traffic count program	On-going activity
F. Update traffic count data report and map	On-going activity
Traffic Optimization Program	
G. Collect and evaluate traffic control system data	On-going activity
H. Update *Traffic Optimization Program*	On-going activity

IV. SHORT RANGE PLANNING AND PROGRAMMING ACTIVITIES – 6400

A. Transportation Improvement Program (TIP) (6410)

Objective:
Draw on priorities identified in the *2040 Long Range Transportation Plan* to program projects for the next four fiscal years. Develop, maintain and update the scheduling of improvements and ensure consistency between the MPO's Transportation Improvement Program (TIP), local Capital Improvement Programs and coordinate with the State (STIP).

Previous Work:
- Developed and maintained the FY 2012-2015 TIP by including amendments.
- Worked to improve the programming process to directly reflect the LRTP.
- Coordinated the development of the FY 2013-2016 TIP and ensured projects are reviewed and evaluated in relation to the MPO Transportation Plan.
- The coordinated project prioritization process to select projects for implementation and funding.

Methodology:
- Draw on priorities in the *2040 Long Range Transportation Plan* to select projects for funding.
- Coordinate capital improvements to ensure consistency between the MPO's TIP and the City of Lincoln, Lancaster County and State Transportation Improvement Programs.
- Coordinate the TIP with the State (STIP) program.
- Review annual TIP for consistency and coordination with the MPO Transportation Plan.
- Develop an annual listing of obligated projects for which federal funds have been programmed.

Products:
A. Coordinate the development of the FY 2013-2016 TIP.
B. The TIP will be maintained wit amendments as needed.
C. The draft FY 2014-2017 TIP will be coordinated with the self-certification as required.
D. Listing of projects obligated with federal funds.
E. Continue the developing and documenting the prioritization and programming of transportation projects and coordinate this with the Annual Review of the LRTP.

Funding Source: Combined Local and PL Funding

Functional Agency Responsibility: Local, 100%

Schedule of Products	Completion Dates
A. Coordinate development of the FY 2013-2016 TIP	October 2012
B. Maintain the current TIP through revisions as necessary	On-going activity
C. Coordinate the development of the FY 2014-2017 TIP	February - October 2013
D. Annual listing of federally obligated projects	January 2013
E. Coordination project selection within the Annual Review of LRTP	April-May 2013

B. Financial Resources Development and Program Phasing (6420)

Objective:
As part of the annual budget and financial planning activities, staff develops budget programs for transportation planning activities, engineering projects and construction projects to be conducted within the MPO Metropolitan Planning Area (MPA) of Lancaster County.

Previous Work:
Financial projections for the planning period show there is not adequate funding to fully implement the projects in the LRTP. Activities included 1) developing financial projections for the LRTP and TIP, 2) prioritizing projects and strategies into a financially constrained TIP and 3) analyzing alternative funding resources and pursuing revenue development.

Methodology:
Project and financial programming activity lists all planning activities and construction work to be pursued over the planning and programming period.

- MPO staff budgets the amount of funds needed for administration, planning activities, and transportation studies to be conducted in the planning year.
- MPO staff, along with the City of Lincoln, Lancaster County, NDOR and coordinating agencies, budgets available funds for scheduling transportation facility improvements for the TIP.
- Continue work on an enhanced project selection process coordinated with the Annual Review of the LRTP to better facilitate project identification and selection. Existing policies and guidelines will continue to be used to support project ranking and prioritization as a means to move projects into the TIP.

Products:
A. Provide technical assistance and determine financial resources for transportation planning issues with the City of Lincoln, Lancaster County, NDOR and stakeholders.
B. Prepare an updated financial plan for 2012-2015 as the basis for the budgeting process.
C. Analyze funding resources and pursue revenue development.
D. Develop an enhanced Project Selection Criteria (PSC).

Funding Summary: Combination of Local and Federal PL Funds

Functional Agency Responsibility: Local, 100%

Schedule of Products	Completion Dates
A. Technical assistance on financial resources for stakeholders	On-going activity
B. Prepare financial plan for 2014-2017 as the basis for budgeting	February 2013
C. Analyze funding resources and pursue revenue development	On-going activity
D. Further Developing the Enhanced Project Selection Process	April 2013

C. Coordinated Public Transit-Human Services Transportation Programs (6430)

Objective:
Assist human service and transit providers and public officials to develop, coordinate and administer the Public Transit/Human Service Coordination Transportation Plan and Program. FTA programs are 1) Special Needs of Elderly Individuals and Individuals with Disabilities Program (Section 5310), 2) Job Access and Reverse Commute Program (Section 5316), and 3) New Freedom Program (Section 5317).

Previous Work:
- The *Coordinated Public Transit-Human Services Transportation Plan* was developed in response to the federal requirement that all MPO's develop a regional transit coordination plan.
- MPO staff created and implemented a competitive selection program in consultation with the Technical Committee's six-member *Project Selection Task Force*.
- Projects for the JARC and the New Freedom program initiatives were competitively selected for a variety of projects requesting funds for a portion of program operating assistance.
- Project scope and performance measures were developed and used to monitor project activities.

Methodology:
- The subrecipients are selected through a competitive process and derived from a locally developed *Coordinated Transit-Human Services Transportation Plan*.
- Solicit and prioritize applications for Section 5310, JARC and New Freedom Initiative funds.
- Review applications for FTA transportation disadvantaged funding and develop recommendations to the MPO Technical and Officials Committees, and the NDOR.
- Monitored projects though performance measures.

Product:
A. Review and update the *Coordinated Public Transit-Human Services Transportation Plan*.
B. Develop the project funding budget for supporting an annual list of programs or projects.
C. Place a call for projects and competitively select subrecipients within the metropolitan area.
D. Select projects, develop scopes of work and performance measures and obtain MPO approval.
E. Monitor project activity through performance measures.

Funding Summary:
Combination of Local and Federal Transit Funds and PL Funds

Functional Agency Responsibility:
Lincoln MPO, 100%

Schedule of Products	Completion Dates
A. Evaluate and update as needed the *Coordinated Transportation Plan*	March 2013
B. Develop funding budget for annual list of programs or projects	May 2013
C. Place a call for projects and competitively select subrecipients	June 2013
D. Select projects, develop project scope of work, performance measures and obtain MPO approval	June-September 2013
E. Monitor project activity through performance measures	On-going activity

D. Transportation Facilities and Site Plan Review (6440)

Objective:
Provide data and participate in transportation decision making processes and obtain feedback from other transportation planning agencies including federal, state transportation agencies, environmental and natural resource agencies on the direct and indirect potential impacts of land development and transportation projects.

Previous Work:
- Participation in the local and state-wide transportation planning and programming activities.
- Reviewed transportation planning and engineering study purpose and needs statements and data for State projects identified in the Transportation Plan.

Methodology:
- Evaluations are focused on the needs identified in the Transportation Plan and Transportation Improvement Program so that more informed decisions can be made.
- Participate, to the maximum extent possible, in the transportation decision making process and in the State transportation planning and programming activities.
- Work with appropriate agencies to identify data resources, including GIS, that are useful in evaluating the potential impacts of proposed transportation solutions.
- Coordinate with the NDOR for the collection of transportation and socio-economic-cultural data.
- Assist in developing purpose and need statements for planning and engineering projects identified in the Transportation Plan and provide support for Transportation Plan amendments.
- Review of National Environmental Policy Act (NEPA) Documents and Environmental Impact Statements (EIS) to integrate environmental values into the decision making processes.

Products:
A. Review and provide analyses of major transportation facility design plans and Environmental Impact reports as needed.
B. Review project plans for new land use developments and associated impacts on the transportation network.
C. Respond to data needs by uploading socio-economic-cultural data, transportation network data, GIS files as necessary for the transportation planning process.

Funding Summary:
Combination of Local and Federal PL Funds

Functional Agency Responsibility:
Local, 100%

Schedule of Products	Completion Dates
A. Review major transportation facility design plans	As needed
B. Review project plans for new land use developments	As needed
C. Respond to data needs	As needed

V. METROPOLITAN TRANSPORTATION PLANNING – 6500

A. Long Range Transportation Plan Review, Evaluation and Update and Coordination with Comprehensive Planning Activities (6510)

Objective:
Develop and maintain the Lincoln MPO's *Long Range Transportation Plan* (LRTP) and coordinate with the *Lincoln and Lancaster County Comprehensive Plan*s and the *Nebraska Long Range Transportation Plan*. Annually review planning assumptions and recommend any amendments needed to keep the plan current, cost affordable and conforming to federal laws

Previous Work:
The *2040 Long-Range Transportation Plan* was coordinated with the *Lincoln City-Lancaster County Comprehensive Plan*s by the MPO Technical Committee and *LPlan* Citizen Advisory Committee; had a series of Public Open House activities and an extended Public Hearing held by the Lincoln-Lancaster Planning Commission; and was adopted by the Lincoln MPO on December 1, 2011.

Methodology for Transportation Plan Update:
The current Lincoln MPO *2040 Long Range Transportation Plan* was coordinated with the Lincoln City and Lancaster County land use and future growth plans and other area planning documents. All transportation modes are considered and it includes specific plans for the Lincoln Area Pedestrian, Bicycle and Trails Facilities; Future Urban Street and Road Network Plans which include the Functional Street and Road Classifications, Urban Area Street Improvements, and County Road Improvements; Goods and Freight Movement planning strategy; and generalized plans for Public Transportation, Railroads, and Airports and Airfields. The plan reflects road improvement types according to specific street design standards, identifying the number of lanes and the right-of-way required for a proposed improvements. Key elements include a detailed financial plan, an "illustrative" list of transportation projects, and environmental mitigation strategies based on consultation with stakeholders and interest groups. The Plan also contains an Intelligent Transportation Systems element and a Transportation Congestion Management Strategy.

This process involved a citizen oversight planning committee (LPAC) that included representatives from the City-County Planning Commission. Technical support and policy guidance was provided by the MPO's Technical Advisory Subcommittee. The scope of the *LPlan* Advisory Committee included a full review of the surface transportation issues, involving streets and highways, public transportation, and railroads. The resulting candidate projects and strategies for inclusion in the LRTP underwent an assessment and prioritization analysis that was based upon the land use assumptions, system operations and maintenance, intermodal, safety, management systems, transit, bicycle, pedestrian, congestion, and Intelligent Transportation Systems (ITS) needs in the Plan as well as new policy and program strategies. Project evaluations also include Environmental Justice and Title VI Criteria that evaluate any potential impacts or the disproportionate distribution of benefits that may exclude low-income and minority populations. Environmental considerations are also integrated into the long range planning process through the review candidate projects and document potential environmental impacts.

The *2040 Long-Range Transportation Plan* planning process included identification of the social, economic, and environmental impacts for alternative sketch transportation plans. Information was reviewed by the Technical Advisory Committee and LPAC to provide direction within the planning process and to ensure broad community involvement. Community work sessions were held that

included "Plan-It-Yourself Workshops" to actively engage interested citizens in mapping the future of the community. Comments and survey data were solicited to obtain community thoughts on transportation issues. Newsletters were distributed and planning materials were posted on the City-County InterLinc Web site. The *Transportation Plan* was made available for public review and the document was electronically accessible on the Internet. A series of Public Open House activities were held throughout Lincoln and within the rural community to initiate input on alternative transportation networks. These were timed to gain input on the plan options and provide information for Public Hearings held by the Lincoln-Lancaster Planning Commission. **The *Transportation Plan* and *Technical Documentation* was adopted by the Lincoln MPO on December 1, 2011.**

Annual Review. An "Annual Review" of the *2040 Long-Range Transportation Plan* is coordinated with the review of the *Lincoln and Lancaster Comprehensive Plans* that is undertaken during the spring each year. This review assesses the Planning assumptions and includes the development of an "Benchmark Indicators Report." Amendments to the Transportation Plan involves analysis of the concepts, strategies and specific projects and may consider plan priorities based upon this analysis.

Products:

A. The *Long Range Transportation Plan and Technical Documentation* was updated which includes all modes of transportation and a social, environmental and economic review. FHWA/FTA Certification Review Corrective Actions and Programmatic Recommendations relating to the *Long Range Transportation Plan* were addressed in this planning process.
B. An "Annual Review" of the *Long-Range Transportation Plan* is coordinated with the review of the *Lincoln and Lancaster Comprehensive Plans* that is undertaken during the spring each year.
C. Monitoring and maintenance of the current *Long Range Transportation Plan* to include updating the Documents, Studies, Reports, and Data Files as needed.
D. Amendment to the *Long Range Transportation Plan* will be reviewed and acted upon by MPO Committees as necessary. These may involve analysis of the concepts and the inclusion of specific projects as part of the plan.

Funding Source:

Combination of Local and Federal PL Funds
Federal 80%, Local 20%

Functional Agency Responsibility:

Local, 100%

Schedule of Products	**Completion Dates**
A. Major update of the Long Range Transportation Plan	December 2011
B. Annual Review of the Long Range Transportation Plan	May-June 2013
C. Monitor and maintain the Long Range Transportation Plan	On-going activity
E. Amendments to will be reviewed and acted upon by MPO Committees	As needed

B. Subarea and Corridor Planning (6520)

Objective:
Subarea plans are developed in order to implement the goals and planning concepts identified in the *2040 Long Range Transportation Plan*. Studies prepared as part of this effort identify future land use and transportation relationships and coordinated with the Lincoln and Lancaster County Comprehensive Plans.

Previous Work:
- The *2040 Long-Range Transportation Plan* was completed and adopted by the Lincoln MPO Officials on December 1, 2011.
- staff support to the state, county, city and other agencies in subarea and corridor studies.
- Technical and Transportation Planning support in the I-80 & NW 48th Street Interchange Justification (IJR) Study.
- Project support for engineering and transportation planning studies.

Methodology:
- Studies provide details within study areas for existing and projected land uses with the transportation plan.
- Activities provide the details required for traffic analysis used in evaluating both near-term and long-term improvements.
- Activities include identifying policies and physical improvements that support multi-modal transportation systems within major corridors and sub-areas.
- Issues include planning for major investments, policy development, multi-modal transportation systems, congestion relief, safety, aesthetics, access management, adverse impacts, land use and urban design that supports the efficient provision and maintenance of the transportation system.
- Coordination with local governments, state agencies, community groups, business owners, land owners, residents and other stakeholders in developing studies.

Products:
A. Study documents, reports, maps, presentation materials, and data files will be developed.
B. Each phase of the subarea plans will be presented to the Planning Commission, MPO Technical Committee, City Council, County Board of Commission and MPO Officials Committee for formal review and approval as amendments to the *Transportation Plan* .

Funding Source:
Combined PL and Local Funding

Functional Agency Responsibility:
Local and State

Schedule of Products	Completion Dates
A. Study documents, reports, maps, and data files will be developed	Scheduled with each project
B. Subarea plans will be presented for review	Scheduled with each project

C. Pedestrian, Bicycle and Trails Planning (6530)

Objective:
Develop and promote plans and projects that increase safety and encourage walking activities and bicycle usage as viable modes of transportation.

Previous Work:
- Pedestrian, Bicycle and Trails Plan updated for the *Transportation Plan*.
- Pedestrian and bicycle projects and programs were recommend for inclusion in the TIP.
- Implemented bike lanes, sharrows and bike parking facilities in Downtown area.

Methodology:
- Work with Pedestrian/Bicycle Advisory Committee and agencies to recommend and prioritize bicycle and pedestrian projects and programs for inclusion in the Transportation Plan and TIP.
- Monitor transportation facility projects, community plans and development proposals to ensure that the needs of non-motorized travelers have been considered.
- Assist in planning activities associated with implementing the *Pedestrian Facilities ADA Transition Plan* to assure stewardship of the *American with Disabilities Act*.

Pedestrian-Bicycle Facility Plan: Staff will develop a Pedestrian-Bicycle Facility Plan that analyzes the current bicycle and pedestrian facilities, establishes goals for improvements, develops guidelines for siting appropriate facilities.

Program of Bicycle Standards: Staff will develop a program to conside new standards and incentives to include bicycle amenities in employment, commercial, educational and office centers.

Evaluate Alternative Funding Resources: Staff will evaluate the alternative funding options for the Pedestrian-Bicycle Facility Plan that may consider the establishment of a bicycle licensing fee. Proceeds from alternative funding options would be dedicated to implementing pedestrian and bicycle improvements and programs.

Products:
A. Pedestrian-Bicycle Facility Plan that will effectively implement the objectives identiified in the 2040 Long Range transportation Plan.
B. Standards and incentives for developing pedestrian and bicycle amenities in employment, commercial, educational and office centers.
C. Funding strategy dedicated to implementing pedestrian and bicycle improvements

Funding Summary: Combination of Local and Federal PL Funds

Functional Agency Responsibility: Local, 100%

Schedule of Products	Completion Dates
A. Pedestrian-Bicycle Facilities Plan	June 2013
B. Program of Bicycle Standards	March 2013
C. Evaluation of Alternative Funding Sources	January 2013

D. Multi-modal Planning and Transit Coordination (6540)

Objective:
Emphasize a balance in multiple transportation modes that will provide a choice in travel modes and enable the community to maintain a high level of mobility and accessibility.

Previous Work:
- The development of a Multi-modal planning report.
- A low-income transit rider program through StarTran, and the inception of a Smart Commute program providing home ownership incentives for those who live near transit routes.
- *Transit Development Plan* that is a Comprehensive Operations Analysis (COA) to provide guidance for StarTran operations and management.

Methodology:
- Multi-Modal Transportation Planning is designed to emphasize a balance in multiple transportation modes that include walking, bicycling, public transit, paratransit and vehicles.
- A choice in travel modes enables the community to maintain a high level of mobility and accessibility while preserving community character.
- Efforts include service improvements and expansion of transit service through the implementation of potential short and long range planning elements.
- Congestion Management Process discussion dealing with multi-modalism.
- Develop a TDM program that encourages alternative of transportation options, telecommuting, cooperation of large employers, and creative solutions that will provide choice and reduce traffic.

Travel Demand Management Strategic Plan: Develop a Travel Demand Management (TDM) planning study to craft a vision for a balanced, multi-modal transportation system that promotes choices for travelers and influences the demand. The TDM strategy for the Lincoln Metropolitan Area is to include a strategy to effectively build partnerships among the public and private sectors, provide information and education about travel options and offer incentives and programs that will provide reliable mobility choices for all users and reduce demand or redistribute this demand in space or in time. TDM is a critical component of the overall transportation strategy and is intended to be an essential component of sustainable transportation solutions for a livable community.

This planning effort will make use of professional services from a Transportation Consulting firm in developing a strategic TDM plan. Professional services will provide staff with expertise in the area of TDM, assistance in developing analysis tools, a survey of successful TDM programs in other communities, education and promotional strategies and a focus for initiating a program for the Lincoln Metro area.

Funding: The TDM Study will use a combination of local and federal PL Funds
(Federal: up to 80% & Local: at least 20%)

Consulting Fees are estimated to be up to $80,000
Estimated Staff Costs for project management & documentation: $20,000

Transit Development Plan Update: Initiate an update of the *Transit Development Plan* by framing the necessary transit issues based upon the input received during the LPlan 2040 public process. This will specifically provide an analysis of coverage vs demand model transit systems.

Products:

A. Continue to emphasize the balance in transportation modes and the choice in travel modes for increased levels of mobility and accessibility throughout the Urban Area.
B. Emphasize the coordination of transit service within the Urbanized Area and the inclusion of transit service in transportation decision making process.
C. *Travel Demand Management Strategic Plan* that will provide a vision for a balanced, multi-modal transportation system that promotes choices for travelers and influences demand.
D. Initiate an update of the *Transit Development Plan* based upon the input received during the LPlan 2040 public process.

Funding Summary:

Combination of Local and Federal PL Funds

Functional Agency Responsibility:

Local, 100%

Schedule of Products	**Completion Dates**
A. Emphasize the balance in transportation modes and choice	On-going activity
B. Emphasize the coordination and inclusion of transit service	On-going activity
C. Develop a Travel Demand Management Strategic Plan	February 2013
D. Initiate an update of the Transit Development Plan	June 2013

E. Goods and Freight Movement Planning (6550)

Objective:
To advance a continuing process for involving the freight hauling community in the transportation planning process and to build on the base for freight hauling community input in developing infrastructure investment strategies.

Previous Work:
- A community-wide freight carrier company survey on goods and freight movement activities was undertaken to gather information and analyze commodity movements within the planning area.
- The survey provided a general inventory of freight carriers and stakeholders involved in freight and goods transportation within the Lincoln and Lancaster County area.
- Outreach efforts for involvement of the freight industry was initiated during the LRTP update planning process and a core group is continuing to work with the MPO in the planning process.

Methodology:
- Continue to engage the core group of freight hauling community and stakeholders in the transportation planning process and with their assistance identifying local transport issues.
- Railroad-related planning and engineering activities are coordinated with the *Transportation Plan* and the MPO works with the Railroad Transportation Safety District (RTSD) on planning for railroad crossings and safety issues, and railroad system improvements and consolidation.
- Coordinate planning activities with the Nebraska Department of Roads in examining freight issues, programming projects, and promoting a dialogue with the freight industry.

Goods and Freight Movement Planning activities will continue to gather information, analyze commodity movements and solicit input from the freight hauling community for use in development planning and infrastructure investment strategies. Planning strategies include coordinating with the NDOR in examining freight issues and programming of projects, continuing the process of promoting a dialogue with the freight industry through the Freight Carriers Committee, and incorporating concepts and projects in the LRTP and TIP.

Products:
A. Continue an active process to gain input from and involve the freight hauling community and stakeholders for input into the transportation planning process.
B. Coordinate with the Nebraska Department of Roads in examining freight issues and the programming of projects.
C. Coordinatation with the core group from the freight community includes local trucking and logistics firms and the Nebraska Trucking Association.

Funding Summary: Combination of Local and Federal PL Funds

Functional Agency Responsibility: Local, 100%

Schedule of Products	Completion Dates
A. Follow-up with the core freight community group in planning process	On-going activity
B. Coordinate with the Nebraska Department of Roads	On-going activity

F. Policy Studies and Regulation Review (6560)

Objective:
To research and promote the study of general transportation policy issues and regulations that include the review of local, state and federal regulations and MPO resolutions for planning provisions associated with new program development.

Previous Work:
The Safe, Accountable, Flexible, and Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) became law on August 10, 2005 and policy items were added to the MPO's planning activities and documents.

Description:
Research and development of transportation policy issues and regulations that involve the review of local, state and federal regulations and planning policy and provisions as well as new planning activities associated with new program development. This activity is to ensure the compliance with administrative, financial, and legal requirements for maintaining the transportation planning process within the Lincoln MPO planning area.

Complete Streets Policy: The Complete Streets Policy is intended to empower and guide citizens, elected officials, and government agencies in adopting effective and efficient approaches to incorporating the needs of all users in the design and construction of roadway projects within the Lincoln Metropolitan Planning Area (Lancaster County). A Complete Streets policy will be considered to fit the Lincoln and Lancaster local community contexts and guide the development of future transportation facilities. This policy is to reflect local values and bolster environmental, scenic, aesthetic, historic, and economic qualities within the Lincoln planning area, while addressing the primary concern of improving safety and mobility.

Products:
A. The next federal surface highway bill was scheduled to be adopted by Congress in 2009 which was delayed and Continuing Resolutions were adopted that extend the current federal surface transportation program through June 30, 2011. The new National Surface Transportation Policy will require staff reviews for policies to be incorporated into the transportation planning process.
B. Incorporate the new transportation planing provisions and regulations as they are developed into the MPO's planning documents and transportation planning process.
C. A Complete Streets policy that will guide the development of future transportation facilities.

Funding Summary: Combination of Local and Federal PL Funds

Functional Agency Responsibility: Local, 100%

Schedule of Products	Completion Dates
A. Surface Transportation Regulations & Policy review	As needed
B. Incorporate new transportation planning provisions into the MPO's planning documents and transportation planning process.	As needed
C. Develop a Complete Streets Policy	January 2013

VI. TRANSPORTATION SYSTEM PLANNING – 6600

A. Transportation Model Development and Maintenance (6610)

Objective:
The primary focus of this task is implementation and maintenance of the travel demand model. Travel demand modeling involves developing system-wide travel analysis for long-range transportation planning and performing alternative analysis to determine traffic patterns at a subarea level to support the planning and programming process of the MPO.

Previous Work:
The travel demand model for Lincoln MPO Travel Demand Model was updated and the process included fresh checks on upstream model components to ensure model accurately in replicating current travel behavior. Traffic count data and travel time data was used to characterize traffic flows and travel behavior. Sensitivity testing assisted in evaluating alternative land use and transportation alternatives. The NDOR evaluated the model validation resulting in their concurrence. The Lincoln MPO Travel Demand Model Development and Validation Report was approved by the Technical Advisory Committee for use in updating the Transportation Plan on January 11, 2011.

Methodology:
The model is used in the maintenance of the *Lincoln Metropolitan Transportation Plan* and in identifying future system deficiencies and in analyzing various transportation system scenarios. The existing transportation model is used to test travel projections for emerging issues including land use proposals, environmental concerns, transportation and congestion management activities, changes in growth patterns, and to assess project priorities during the Annual Review of the LRTP.

Travel Model Improvement Program: The transportation model maintenance and improvement program is divided into three major work areas. 1) Work related to the updating and maintaining the Transportation System Model to address the network and land use changes, 2) work related to subarea and focus area modeling analysis for planning and engineering studies, and 3) the application of modeling activity for various project-related transportation and traffic engineering analyses.

TransCAD Model Software Support: TransCAD Model Software support for the ongoing maintenance of the travel modeling software package from Caliper Corporation.

Funding: Combination local and federal PL Funds (Federal: up to 80% & Local: at least 20%)
TransCAD Model Software Support Fee: $3,600

Travel Model Update to version 6.0: The TransCAD software is currently being updated to version 6.0 which is a high performance technical software and is expected to be available this calendar year. TransCAD Model Software support fees will allow the MPO to receive these updated software package and ongoing maintenance of the travel modeling. Caliper Corporation is recommending the application of 64-bit OS's with Windows 7 Professional for new machines, so that they will be able to access the additional memory when a 64-bit version of TransCAD 6.0 is released in the near future. It is not known at this time, whether the MPO will incur additional hardware and support software costs required to meet the needs of the updated TransCAD Software.

Products:
This process is intended to maintain a travel projection work program and process that reflects current travel behavior and is able to respond to the increasing information needs placed on the travel projection process. Efforts under this task in FY 2012-13 will include:

A. Continuing to work with the Transportation Modeling Team to build staff expertise in the use of and advancement of the development of the travel demand model. This will include training of the MPO, Planning, and Engineering staff in the use of the updated TransCAD software.
B. Additional work to fully integrate of the travel model with the new GIS "street center line digital geo-database" and to employ the networking software. Finish the GIS data display programming for the MPO web page to project modeled information.
C. Work with City and MPO staff to perform modeling analysis to address new land use and transportation network developments.
D. Developing traffic for projections which support transportation planning and engineering efforts in project-related transportation and traffic engineering analyses.

Funding Summary:
Combination of Local and Federal PL Funds

Functional Agency Responsibility:
Local, 100%

Schedule of Products	**Completion Dates**
A. Training to advance staff skills in travel demand modeling	On-going activity
B. Integrate travel model data with the GIS database and web page	December 2012
C. Modeling analysis to address new land use development proposals	On-going activity
D. Develop project-related traffic for projections for transportation planning and traffic engineering analyses	As needed

B. Congestion Management Process (6620)

Objective:
The Congestion Management Process (CMP) adopted by the MPO is to serve as a practical tool for staff and decision-makers to identify and implement strategies that enhance the mobility of people and goods in the Lincoln metropolitan area. The CMP is to be supportive and folded into the overall metropolitan transportation planning process that includes the development and implementation of the Transportation Improvement Program (TIP) and the Long Range Transportation Plan (LRTP).

Previous Work:
- The Congestion Management Process (CMP) for the Lincoln Metropolitan Area was completed in accordance with 23 CFR450.320 and the "Federal Congestion Management Process Guidebook" and adopted by the MPO, September 24, 2009.
- The CMP was incorporated into the *Long-Range Transportation Planning* process to better define and prioritize system improvement projects.
- Incorporated into the TIP project selection and prioritization process identify projects to be selected for implementation and funding.

Methodology:
The MPO CMP process created a systematic process that provides information on transportation system performance to provide for effective management and operation of the transportation system and to alleviate congestion and enhance mobility. The CMP includes the following elements.
- Identify the key performance measures to track system performance over time that will address operations objectives and to the congestion problems facing the planning area.
- Continue developing a program for continuous data collection and system monitoring.
- Identification and evaluation of the implementation schedule and benefits of possible congestion management strategies and evaluation of the effectiveness of implemented strategies.
- Information gathered in the management systems is integrated into the transportation planning process and periodically used to evaluate the effectiveness of implemented strategies.

Products:
A. The CMP process 1) provides congestion management data, 2) identifies and evaluates congested locations, 3) compare links for potential actions, 4) monitor the effectiveness of improvements.
B. The CMP is applied within the transportation planning process.
C. CMP is applied in the project selection process as a key factor in the development of the TIP.

Funding Source:
Combined PL (80%) and Local Funding (20%)

Functional Agency Responsible:
Local, 100%

Schedule of Products	Completion Dates
A. Review and apply Congestion Management analysis	On-going activity
B. Apply the CMP within the transportation planning process	On-going activity
C. Incorporate the CMP management criteria or actual strategies/projects in the project selection criteria used in the development of the TIP	On-going activity

C. Intelligent Transportation System (ITS) (6630)

Objective:
To advance the development and application of ITS within the Lincoln Metropolitan area and across the region in order to increase highway safety, mobility, security, economic health and reduce community environmental impacts.

Previous Work:
- The *ITS Regional Architecture for SE Nebraska* identifies thirty nine projects and the Stakeholder Involvement and Outreach Plan.
- The ITS Regional Architecture Plan is a key element of the MPO Transportation Planning process.
- A few ITS field devices have been implemented in Lincoln to enhance the safety, security, operations and economic well being of residents and communities.

Methodology:
- Conduct System Engineering Analysis to comply with FHWA requirements for the thirty nine projects identified in the ITS Regional Architecture.
- Update the joint ITS Regional Architecture to ensure that ITS investment in Southeast Nebraska area has established common communication protocols.
- Bring the region into compliance with the nationally established ITS standards and architecture.

Products:
A. Continue working with the ITS Regional Technical Work Group to provide stakeholder participation and input.
B. Conduct Regional ITS Architecture compliance assessments as required.
C. Initiate process to refresh/update the Regional ITS Strategic Plan and Architecture.
D. Encourage use of ITS strategies and field devices as a part of all roadway and structure projects.

Funding Source:
Combined Federal, State, and Local Funding

Functional Agency Responsible:
City of Lincoln, Lancaster County, Nebraska Department of Roads, local governments

Schedule of Products	Completion Dates
A. Continue working with ITS Regional Technical Work Group	On-going activity
B. Conduct Regional ITS Architecture compliance assessments	On-going activity
C. Update the Regional ITS Strategic Plan and Architecture	On-going activity
D. Encourage ITS strategies to be considered as part of all roadway and structure projects	On-going activity

D. System Management, Operations and Coordination (6640)

Objective:
To carry out effective long-range transportation planning by integrating transportation system management and operations and system performance evaluations within the Lincoln Metropolitan Planning Area.

The metropolitan transportation planning process traditionally has focused on project needs and challenges associated with transportation system reliability, safety, and security that require near-term and long-term operational solutions. The time and resources required to implement new transportation infrastructure emphasize the need to optimize the effectiveness and performance of the transportation system through improved transportation system management and operations activities.

Transportation system management and operations activities are integrated in the Lincoln metropolitan transportation planning process, and assist the Lincoln MPO in meeting federal requirements under SAFETEA-LU that calls for system management and operations strategies to be incorporated into the metropolitan transportation plan.

Previous Work:
- Provide decision-makers direction on key transportation policies, issues and procedures
- Providing technical assistance for public and private projects for urban, rural, and state transportation planning and engineering activities.
- Ongoing work activities include developing and maintaining programs in traffic access management, site impact review, congestion management, intersection improvements, level of service and system performance measures.
- Access Management Plan developed.

Methodology:
- System Management, Operations and Coordination is an evaluation of the need for transportation facilities and services based on travel demand. This may be accomplished on an areawide basis, within a single jurisdiction, within a specific transportation corridor or in any other geographic unit. System planning includes an evaluation of how the urban area develops and how human travel characteristics change the demand for transportation.
- System data and records are maintained to insure a consistent and proactive planning process and provide consistent up-to-date information for the transportation planning and transportation improvement programs.
- System Management, Operations and Coordination Activity maintains project data bases for the Transportation Plan which are translated into projects for input into the TIP. Data sources provide support for transportation planning and transportation related activities which include maintaining level-of-service information and functional classification for the roadway network
- Highway Functional Classification process is an on-going activity to determine the importance of all urban streets and highways in relation to one another and to urban development. This will undergo a complete review and updating to reflect the changing character of the urban environment transportation system.
- Emergency Preparedness has been established to address local disasters, both natural and man made, which are unpredictable as to time, location, nature and severity. A high priority has been placed on emergency planning so that it can offer leadership, help and information in emergency situations. An Emergency Plan has been developed to provide guidelines in responding to incidents and evacuation routes and emergency operations management have been developed.

The plan is a working document that forms an integral part of the ongoing planning, training, exercising and testing process in the City's comprehensive emergency planning development. The entire Public Works staff has received training through the National Incident Management System which is a unified approach to incident management with standard command and management structures and an emphasis on preparedness, mutual aid and resource management.

- Traffic Incident Management is the process of managing multi-agency, multi-jurisdictional responses to street and highway traffic disruptions. The focus is on managing both small and large scale incidents requires a plan and executing it with the cooperation of all of the organizations involved. Major events require the planning and preparation from a wide scope of participants which may utilize pre-planning for the use of public transit which may become a critical component in addressing a major regional event. This includes Incident Management and ITS Plans are developed and maintained.

Wayfinding Study: The Wayfinding Study will provide a strategy for implementing new and improved signage along city and county roadways that improves convenience and safety for the traveling public by directing them to key destinations in the community. The study will establish a common set of design standards and graphic conventions that meet applicable governmental regulations, identify and prioritize the locations for new and replacement signs, and include a financial strategy for producing and maintaining the signs

Products:

A. Evaluation of the need for transportation facilities and services based on travel demand.
B. Develop and maintain system planning data and records to be used to support the transportation planning process and related planning/engineering activities.
C. Maintain Highway Functional Classification maps and update as needed support community development and the growing importance of all urban streets and highways.
D. Maintain and update as necessary the Emergency Plan and staff training to provide guidelines and preparedness in responding to incidents and evacuation routes and emergency conditions.
E. Oversee the Traffic Incident Management pre-planning activities and the execution of traffic operation plans for incidents.
F. Complete a wayfinding study for strategy for implementing new and improved signage.

Funding Source:

Combined PL (80%) and Local Funding (20%)

Functional Agency Responsible:

Local, 100%

Schedule of Products	**Completion Dates**
A. Evaluation of transportation facilities and services	On-going activity
B. Development and maintenance of system planning data and records	On-going activity
C. Maintain Highway Functional Classification maps	As needed
D. Maintain Emergency Plan and staff training to provide preparedness	As needed
E. Oversee the Traffic Incident Management planning and operations	On-going activity
F. Develop an Wayfinding Strategy and Plan	May 2013

VII. CONTINUING URBAN TRANSPORTATION PLANNING PROCESS

A. Lincoln MPO Cost Allocation Plan for Fiscal Year 2012-2013

Purpose

The Transportation Planning "Cost Allocation Plan" for the Lincoln Metropolitan Planning Organization (MPO) is the basis of assigning project costs based on staff time spent on transportation planning work in carrying out the continuing transportation planning process within the Lincoln metropolitan area. The City of Lincoln has been designated as the recipient agency for the Lincoln Metropolitan Area for planning funds pursuant to 23 U.S.C. Section 134 as amended by the Safe, Accountable, Flexible, and Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) which provides partial funding for the transportation planning process carried out by the Lincoln MPO. Overall program funding is based upon financial resources received from participating agencies which include the City of Lincoln, Lancaster County, State of Nebraska and federal government (FTA/FHWA).

The purpose of a cost allocation plan is to summarize the methods and procedures that are used to allocate costs and to establish the overhead rate for the MPO. This rate is used for the PL Funding grant which is administered through the Unified Planning Work Program (UPWP) and is the basis for the Federal Aid Highway Metropolitan Planning (PL) Funds agreement with the NDOR. This Cost Allocation Plan is submitted to the Nebraska Department of Roads (NDOR), the Lincoln MPO cognizant for the Federal Highway Administration, for approval.

General Approach

The Transportation Planning Cost Allocation Plan, is a cost rate proposal to document and identify the cost allocations and establish overhead rates of the MPO for fiscal year 2012-13. There are three basic factors covering project costs and used in determining the total overhead rate. These include 1) direct assignable project costs, 2) employee fringe benefits and 3) indirect common or joint purpose project costs.

Direct assignable project costs are those expenses that can be identified specifically with a particular final objective. These are the gross costs of personnel, materials, services and consultants that have direct assignment or responsibilities identifiable to specific projects identified in the UPWP. Costs charged directly to final cost objectives do not require any further allocation or breakdown are assignable direct costs.

Direct assignable labor includes employee fringe benefits which are considered part of the direct labor costs. Fringe benefits costs are fixed expenses such as health insurance, vacation pay, employer's contribution to retirement funds, workers' compensation, and payroll taxes which are constant for each worker and so, like wages, adds directly to the cost of every job.

Indirect project costs include all job related costs other than direct labor and direct materials but are made up of indirect materials, indirect labor, and other overhead costs related to the carrying out the transportation planning program for the MPO. Indirect costs are incurred for a common or joint purpose and cannot be readily identified with a particular final cost objective; therefore, a method of allocation is used to distribute the indirect costs to various direct activities that were benefitted. To distribute indirect costs equitably and consistently, an "Indirect Cost Study" was completed by the City of Lincoln in 2012 which establishes an indirect rate for all project costs required to cover project overhead.

Overhead Factor
The overhead factor employed is a fairly simple, straightforward calculation, that establishes the general overhead costs that are incorporated into the labor billing rates. Two factors went into developing the this factor. First are the employee fringe benefits, estimated to average 30 percent of labor costs as determined by an audit of Lincoln's payroll and related expenses. Only those payroll-related expenses listed on the following page and included in Employee Fringe Benefits part 1.31.6 of the Federal Acquisition Regulation (Code of Federal Regulation 48) are included for reimbursement. For purposes of this plan, the employee fringe benefit funding level for the work program is a 30 percent rate applied to direct labor costs.

The "Indirect Cost Study" (2012) computed a new special indirect rate for project costs, a rate of 18.91 percent. This was done in accordance with Office of Management and Budget (OMB) Circular A-87, "Cost Principles for State and Local Governments," and "DOT Order 4600.17A Financial Assistance Management Requirements" (May, 9, 2000) for State DOTs and their subrecipients (local governments and metropolitan planning organizations).

The combined direct employee benefit rate (30.0%) and indirect overhead cost rate (18.91%) results in a total overhead cost rate of 50.56 percent to be applied to all project costs. This overhead cost rate is subject to any conditions that may be set forth in the payment section of the NDOR PL Fund agreement.

Cost Allocation To Projects
Each project that is active during the fiscal year receives an allocation of costs relative to its activity or staff time spent on the project. This includes direct personnel costs for the actual time, direct non-personnel project costs, and a share of all indirect costs relative to the project activity. The share of indirect costs charged to each project is determined by the staff activity and the overhead factor applied to each respective project's direct personnel costs.

This "Cost Allocation Plan" for the Lincoln MPO is the basis of assigning project costs and project support. At the quarter end, the actual dollar amount of funds available or programmed will determine the amount of support of each project will receive during the requisition period. Funding will be drawn from available include federal, state, and local transportation funds, and other special transportation planning funds contracted for and/or authorized by the MPO Executive Officer, MPO Director, or Officials Committee.

Direct Assignable Personnel Costs. The gross costs of personnel that have direct assignment or responsibilities identifiable to specific projects in the UPWP. This is compensation paid to employees whose time is devoted specifically to the fulfillment of a particular program objective and do not require any further allocation or breakdown and are directly assignable. If direct personnel are assigned to general administrative functions, their time will be recognized as an indirect cost.

Employee Fringe Benefit Costs. Fringe benefits are fixed expenses that are directly assignable to labor costs. Fringe benefits costs are fixed expenses such as health insurance, vacation pay, employer's contribution to retirement funds, workers' compensation, and payroll taxes, etc. which are constant for each worker and so, like wages, adds directly to the cost of every job.

The fringe benefit costs inflate every dollar spent on wages by an average of 30 percent as determined by an audit of Lincoln's payroll and related expenses. Only those payroll-related expenses shown below and included in Employee Fringe Benefits part 1.31.6 of the Federal Acquisition Regulation (Code of Federal Regulation 48) are included for reimbursement. The fringe

benefit cost rate of 30 percent is applied for quarterly grant reimbursement claims. Benefits include the following cost categories which are subject to conditions set forth in the PL Fund agreement:

- Social Security
- Retirement
- Life Insurance
- Health Insurance
- Workmen's Compensation
- Sick Leave
- Funeral Leave
- Vacation
- Holiday Pay
- Employee Assistance Program
- Unemployment
- Jury Duty Leave
- Injury Leave
- Military Leave

When claimed for reimbursement, the rate for overhead costs will be determined by an audit of Lincoln's payroll and related expenses for the FY 2011-12 PL contractual agreement.

Direct Non-Personnel Costs. The cost of non-personnel items or services that are directly assignable to the work program and charged directly to a specific objective and do not require any further allocation or breakdown are assignable direct costs. Direct non-personnel costs include the costs of any materials purchased and project related items such as contract services, project report publishing and reproductions, travel, reference materials, staff development, postage, public notices, data processing, memberships, and other costs directly identifiable to the program. Costs may include of pre-approved items such as equipment, consultants and subcontractors for performance of services specifically for the program.

Indirect Personnel Costs. The indirect personnel costs or "central overhead costs" are the overall costs it takes to support an employee. Indirect costs are spread among general and administrative expenses that are incurred for common or joint purposes benefitting more than one cost objective and are not readily assignable to the a specific cost objective without effort disproportionate to the results achieved. These are gross costs of all personnel that are not directly assigned to specific projects but rather are assigned to support all project activities. If indirect costs are could be distributed equitably and consistently, it would not be necessary to develop a cost allocation plan. Staff assigned as an indirect cost will not be allocated as a direct cost to any other project or circumstance for which they have been assigned as a direct cost.

Indirect Non-Personnel Costs. Indirect non-personnel costs are all non-personnel costs incurred for common or joint purposes benefitting more than one cost objective, and are not readily assignable to the cost objectives specifically benefitted, without effort disproportionate to the results achieved. These costs include the costs of office supplies, services, and facilities that benefit more than one project, program or department (for example, office rent, office supplies, base telephone, mail delivery, depreciation, insurance, janitorial services, utilities and other such costs similarly attributed to total agency and all project support). It is difficult to classify costs that will be indirect in all situations. However, one rule followed is that a cost is not allocated as an indirect cost if that cost or any other cost incurred in the same circumstance and for the same purpose has already been assigned to the program as a direct cost.

Products

The activities included in this work program will be carried out in accordance with the MPO Prospectus. The following Activity Reference Chart reflects the activities described above, with agency responsibilities and estimated costs noted. The activity number is that assigned to each activity for purposes of the Lincoln-Lancaster Planning Department and Public Works and Utilities Department Time Management Systems.

B. PROGRAM FUNDING SUMMARY TABLE

Staff Time Estimates For FY 2012-13

Staff (equivalent staff time)	Staff Months
Professional Staff	36
Support Staff	24

Estimated Costs By Agency

Agency	Estimated Costs
Program Funding Summary:	
Lincoln Metropolitan Planning Organization (MPO)	
Total Program Costs (100%):	$513,633
Federal Share (80%): PL Fund	$410,906
City Share (20%):	$102,727
PL Funding Summary:	
Federal Allocation: SPR-PL-1(50) (estimate)	$379,197
Federal Allocation: SPR-PL-1(49)	$ 0
Federal Allocation: SPR-PL-1(48)	$ 31,709
Total Federal PL Fund Allocation:	$410,906

ACTIVITY REFERENCE CHART

WORK PROGRAM FOR CONTINUING TRANSPORTATION PLANNING IN THE LINCOLN METROPOLITAN AREA: FY 2011-12

Act. Number	Activity	Agency Primarily Responsible	Estimated Activity Costs PL Fund	Local	Total
ADMINISTRATIVE AND MANAGEMENT ACTIVITIES - 6100					
6110	General Program Administration	LLPD	15,000	3,750	18,750
6120	Certification of Transportation Planning Process	LLPD, DPW, TC	8,500	2,125	10,625
6130	Unified Planning Work Program	LLPD, DPW, TC	3,500	875	4,375
6140	PL Fund Grant Administration	LLPD, DPW	4,000	1,000	5,000
6150	Professional Development, Education and Training	LLPD, DPW	5,506	1,377	6,883
INTERAGENCY AND PUBLIC OUTREACH ACTIVITIES - 6200					
6210	Transportation Planning-Related Committees	LLPD, DPW	4,500	1,125	5,625
6220	Public Participation Program	LLPD	2,500	625	3,125
6230	Environmental Justice Strategies	LLPD	1,500	375	1,875
6240	Annual Transportation Report and Newsletters	LLPD	6,500	1,625	8,125
6250	Website Management and Enhancement	LLPD	5,200	1,300	6,500
DATA DEVELOPMENT, MONITORING AND EVALUATION VARIABLES – 6300					
6310	Geographic Information Systems (GIS)	LLPD, DPW, LCE	35,000	8,750	43,750
6320	Demographic Database Update	LLPD	2,500	625	3,125
6330	Land Use Database Update and Maintenance	LLPD, DPW, LCE	25,000	6,250	31,250
6340	Community Value Factors and Surveys	LLPD, DPW, TC	1,200	300	1,500
6350	Census Planning Activities (CTPP)	LLPD	2,500	625	3,125
6360	Transportation System Data Monitoring & Collection	LLPD, DPW, LCE	32,000	8,000	40,000

ACTIVITY REFERENCE CHART

WORK PROGRAM FOR CONTINUING TRANSPORTATION PLANNING IN THE LINCOLN METROPOLITAN AREA: FY 2011-12

Act. Number	Activity	Agency Primarily Responsible	Estimated Activity Costs PL Fund	Local	Total
SHORT RANGE PLANNING AND PROGRAMMING ACTIVITIES – 6400					
6410	Transportation Improvement Program (TIP)	LLPD, DPW, LCE, TC	6,500	1,625	8,125
6420	Financial Planning & Program Phasing	LLPD, DPW, LCE, TC	7,500	1,875	9,375
6430	Coordinated Public Transit-Human Services	LLPD, DPW, LCE, TC	1,500	375	1,875
6440	Transportation Facilities and Site Plan Review	LLPD, DPW, LCE, TC	4,500	1,125	5,625
METROPOLITAN TRANSPORTATION PLANNING – 6500					
6510	Long Range Plan & Comp Plan Update	LLPD, DPW, LCE, TC	16,000	4,000	20,000
6520	Subarea Planning and Corridor Studies	LLPD, DPW, LCE, TC	24,000	6,000	30,000
6530	Pedestrian, Bicycle and Trails Planning	LLPD, DPW, LCE, TC	15,000	3,750	18,750
6540	Multi-modal Planning and Transit Coordination	LLPD, DPW, LCE, TC	110,000	27,500	137,500
6550	Goods and Freight Movement Planning	LLPD, DPW, LCE, TC	4,500	1,125	5,625
6560	Policy Studies and Regulation Review	LLPD, DPW, LCE, TC	3,500	825	4,375
TRANSPORTATION SYSTEM PLANNING – 6600					
6610	Transportation Model Development & Maintenance	LLPD, DPW, LCE, TC	30,000	7,500	37,500
6620	Congestion Management Process (CMP)	LLPD, DPW, LCE, TC	18,000	4,500	22,500
6630	Intelligent Transportation System (ITS)	LLPD, DPW, LCE, TC	6,000	1,500	7,500
6640	System Management and Operations Coordination	LLPD, DPW, LCE, TC	9,000	2,250	11,250
	MPO PROGRAM TOTALS		**$410,906**	**$102,727**	**$513,633**

VIII. TRANSIT PLANNING WORK PROGRAM – 6700

The following describes transit planning activities expected to be conducted in FY 2013. The task budget categories are per Federal Transit Administration (FTA) guidance circulars to be utilized for reporting and auditing purposes. Tables follow this information describing the level-of-effort and budget of each indicated task.

44.21.00 Program Support and Administration:

Various administrative activities will continue in FY 2013 in coordination with planning carried out by other agencies, including:

- Staff supervision and administration
- Professional development
- Coordination and development of planning activities
- Policy review and development
- Budget development and coordination
- Activities associated with procurement of StarTran capital items.
- Federal Compliance Review activities

44.22.00 General Development/Comprehensive Planning:

Evaluation and update of Transit Portion of the 2040 Long Range Transportation Plan and the Lincoln and Lancaster County Comprehensive Plans.

44.23.02 Long Range Transportation Planning:

Appropriate review and update of the Long Range Transportation Plan. Such update will need to include consideration of the potential impacts of changing demographics, emerging technologies, continuing financial constraints and sustainability issues.

44.24.00 Short-Range Transportation Planning:

Activities specifically related to short range transportation system/project planning and analysis will continue in FY 2013, to include:

- Management analysis of and planning related to internal operations.
- Short-range transportation system management (TSM) activities.
- Transit-related system and project planning.
- Transit-related surveillance activities.
- Transit marketing planning activities to include continued support and promotion of "Cleaner Greener Lincoln" activities.
- Monitor results of Passenger Counting System for route performance and service effectiveness. Appropriate planning activities associated with Intelligent Transportation Systems.
- Coordination of Human Services Transportation program.
- Support of the Job Access Reverse Commute Program and New Freedom Initiative.
- Planning and implementation activities for the Independent Performance Audit of StarTran services

44.25.00 Transportation Improvement Program:

In FY 2013, the transit portion of the 2012/13 and 2015/16 Transportation Improvement Program (TIP) will be developed and maintained and ensure consistency with the Capital Improvement Program. Use sound financial planning to accurately estimate available funds for system expansion, operations, and maintenance costs.

44.26.14 Planning Emphasis Areas :

In FY 2013 support will be given to the FTA Planning Emphasis Areas which includes:

- Safety and Security in Transportation Planning
- Participation of Transit Operators in Metropolitan and Statewide Planning
- Coordination of Non-Emergency Human Service Transportation
- Transit Systems Management/Operations to Increase Ridership
- Transit Capital Investment Decisions through Effective Systems Planning

44.27.00 Other Activities:

Transit-related portions of the following such transportation administrative programs will continue to be developed in FY 2013:

- Unified Planning Work Program.
- Planning Process Certification report
- Equal Employment Opportunity Program development. Oversight and monitoring activities for EEO Program.
- National Transit Database Reporting
- Title VI Program, including Limited English Proficiency activities and Service Equity Analysis.

In FY 2013 planning, development, and improvement of transportation services to the elderly and persons with disabilities will continue to include:

- Administration updating, and implementation of the “Complementary Paratransit Plan”.

Appropriate planning activities will be conducted in FY 2013 which give early consideration of the natural environment and effects of transportation planning and project activities. Such planning activities will “address, as appropriate, equitable distribution of mobility benefits and possible adverse environmental/health impacts of federally-funded transportation investments and activities.”

Schedule of Products	**Completion Dates**
A. Federal Compliance Review Activities	May 2013
B. Surveillance Activities	Fall 2012
C. Transportation Improvement Plan	Fall 2012
D. Unified Planning Work Program	June 2012
E. Planning Process Certification Report	Spring 2012
F. Update Complementary Paratransit Plan	January 2013
G. Program Support Activities	On-going activity
H. Short Range Transportation Planning Activities	On-going activity
I. Planning Emphasis Activities	On-going activity
J. National Transit Database Reporting	On-going activity
K. Title VI Plan Update	August 2013
L. Title VI Service Equity Analysis	August 2012
M. Performance Audit Implementation Activities	August 2012

Brian Praeuner (05/11/12)

TRANSIT PLANNING PROGRAM
FUNDING SUMMARY
F.Y. 2012-13

	FTA Section 5303	FTA Section 5307	City of Lincoln	TOTALS
Section 5303	$107,271	$0	$27,195	$134,466
Section 5307	$0	$114,066	$28,139	$142,205
TOTALS	$107,271	$114,066	$53,334	$276,671

TRANSIT PLANNING PROGRAM
FUNDING BY TASK
F.Y. 2012-13

	FEDERAL DOLLARS		CITY MATCH		
	Section 5303	**Section 5307**	**Section 5303**	**Section 5307**	**Total**
44.21.00 Program Support & Administration	34,314	36,602	8,613	8,884	88,413
44.22.00 General Development/Comprehensive Planning	2,145	2,281	560	593	5,579
44.23.02 Long Range Transportation Planning	3,231	3,422	824	964	8,441
44.24.00 Short Range Transportation Planning	40,763	43,245	10,191	10,513	104,712
44.25.00 Transportation Improvement Program	2,145	2,281	560	593	5,579
44.26.14 Planning Emphasis Areas	12,873	13,688	3,355	3,457	33,373
44.27.00 Other Activities	11,800	12,547	3,092	3,135	30,574
TOTALS	$107,271	$108,556	$27,195	$28,139	$276,671

Brian Praeuner (05/11/12)

IX. ENVIRONMENTAL STUDIES, PROGRAMS AND COORDINATION – 6800

A. Environmental Planning (6810)

Objective:
Continue a dialogue with City, County and Statewide agencies partners regarding ways all agencies can become involved in important environmental issues resulting in enhanced programs and maintain an emphasis on the integration of environmental values in the decision making processes.

Previous Work:
- *Wilderness Park Study* integrates the findings of a number of studies of Wilderness Park and makes recommendations for a park management plan and considerations planning process.
- *Natural Resources - Geographic Information System (NRGIS) Interpretive Summary* brings together importation natural resources information in digital form about Lancaster County for use in the community's on-going planning process.
- A *Greenprint Challenge* was undertaken in approach to planning urban and rural developments.

Methodology:
The *Long Range Transportation Plan* and the *Lincoln and Lancaster Comprehensive Plans* is a local resource of environmental principals and strategies for long term planning activities. The MPO will continue to work with local and state agencies building on planning activities and in developing environmental action plans to target environmental issues.

Products:
A. Further develop the transportation and environmental planning linkages with local, regional, state and federal environmental agencies.
B. Integration of environmental and transportation plans with planning activities of local, regional and state agencies to identify possible programs that can address local environmental issues.
C. Strengthen the emphasis of environmental values by further incorporating environmental planning in the transportation planning process.

Funding Summary: Combination of Local and Federal PL Funds

Functional Agency Responsibility: Local, 100%

Schedule of Products	Completion Dates
A. Further develop planning linkages with environmental agencies	On-going activity
B. Integration of environmental and transportation planning activities	On-going activity
C. Emphasize environmental values in transportation planning process	On-going activity

B. Urban Air Quality Planning (6820)

Objective:
The minimization of air pollution such that the health and welfare of the public is optimized.

Ongoing Work:
The Lincoln metropolitan area has been designated by U.S. EPA as being in attainment for all the National Ambient Air Quality Standards (NAAQS). An ambient air quality monitoring program, operated by the Lincoln-Lancaster County Health Department (LLCHD) , monitoring for Carbon Monoxide (CO), particulate matter less than 2.5 microns in diameter (PM2.5), and ozone has been in place for many years. In addition to monitoring activities, LLCHD also conducts periodic computer modeling exercises to quantify transportation related air emissions.

Monitoring Activities:
The Lincoln-Lancaster County Health Department has concluded a study to account for greenhouse gas emissions from local government operations and from the Lincoln community as well. Since July of 2010, a PM2.5 continuous emissions monitor has been operating on the roof of the Health Department at 3140 N street in Lincoln. This monitor uses a refined method to evaluate the concentration of PM in the air and should be more accurate. Funding was in part provided by the Nebraska Department of Environmental Quality.

Recent studies conducted by the Health Effects Institute and other research groups indicate that exposures to traffic-related pollution are likely to be of public health concern and deserve public attention. Additional research is needed to fill key gaps in our understanding of emissions, exposure, and health.

Ongoing Activities: Emission Inventory, Modeling, and Air Monitoring:

A. LLCHD will continue to monitor ambient air for CO, PM2.5, and Ozone. Data is recorded and 1-hour, 8-hour, 24-hour, and annual averages are computed. In order to assess the impact of emissions from mobile sources, a comprehensive emission inventory is conducted on a regular basis using standard, EPA-approved models and emission calculation methods.
B. The LLCHD will continue to cooperate with the Lincoln-Lancaster County Planning Department, the Public Works and Utilities Department, the MPO and Nebraska Department of Roads to understand and quantify emissions related to the transportation system.

Funding source:
Local and $65,000 from Nebraska Department of Environmental Quality

Functional Agency Responsibility:
Local, 100%

Schedule of Products	Completion Dates
A. Comprehensive emission inventory is conducted using standard	On-going activity
B. Continue to cooperative planning efforts with the MPO	On-going activity

(Chris Schroeder 2012)

C. Flood Plain Management Program Coordination (6830)

Objective:
This program is to promote the public health, safety, and general welfare, and to minimize public and private losses due to flood conditions by sound management of flood hazard areas. To accomplish this an integrated watershed management program is to be developed and maintained that will take a comprehensive, proactive approach to floodplain and stormwater management. This also enables the City and County to maintain status in the National Flood Insurance Program.

Previous Work:
- Floodplain mapping efforts were completed in Beal Slough, Southeast Upper Salt Creek (SEUSC), Stevens Creek, Salt Creek and Deadmans Run. FEMA adopted new floodplain maps for all these areas except Little Salt Creek. Revised floodplain maps effective February 18, 2011.
- Completed a watershed master plan for the Little Salt Creek with new floodplain mapping and identified capital projects to address stream stability. Little Salt Creek floodplain mapping approval is coordinated by Nebraska Department of Natural Resources with adoption late 2012.

Methodology:
- Develop a unified master plan for the City to address stream stability, flood issues and water quality.
- Disseminate floodplain and stormwater information to the public, utilizing web technology and GIS to increase the range of information available.
- Ongoing stormwater education program.

Products:
- Develop the Antelope Creek Plan for Water Quality.
- Continue Coordination with Nebraska Department of Natural Resources on floodplain mapping in Lancaster County.
- Coordinate revised floodplain maps with FEMA for reduced floodplains due to proposed projects on Beal Slough and Antelope Creek.

Funding source:
Combination of local, state, and federal funds.

Functional Agency Responsibility:
Local, 100%

Schedule of Products	Completion Dates
A. Develop the Antelope Creek Plan for Water Quality	June 2012
B. Continue Coordination with Nebraska Department of Natural Resources on floodplain mapping in Lancaster County	December 2012
C. Complete coordination with FEMA for revised and reduced floodplain maps for Beal Slough and Antelope Creek	December 2013

(Ben Higgins 2012)

END

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