

OWENSBORO – DAVIESS COUNTY  
METROPOLITAN PLANNING ORGANIZATION

FISCAL YEAR 2017  
**PERFORMANCE AND EXPENDITURE REPORT**

July 1, 2016 to June 30, 2017

This document is prepared by the  
Green River Area Development District

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

## **Acknowledgements**

**Title:** Transportation Planning Fiscal Year 2017  
Performance and Expenditure Report

**Date:** September 2017

**Agency:** Owensboro – Daviess County  
Metropolitan Planning Organization

The Green River Area Development District (GRADD)  
is the designated staff agency for the  
Owensboro – Daviess County Metropolitan Planning  
Organization

## TABLE OF CONTENTS

Revisions	1
1.0/1.1 – FHWA/FTA MPO Administration	2
2.0/2.1 – Unified Planning Work Program	4
3.0/3.1 – Transportation Improvement Program	6
4.0/4.1 – Participation Program	8
5.0/5.1 – Metropolitan Transportation Plan	9
6.0 – Transportation Safety and Security	11
7.0/7.1 – Data Collection and Analysis	12
8.0– Owensboro Transit Management Assistance	14
9.0 – Technical Assistant to the City/County	16
Summary	17

September 2017

REVISIONS

There were no revisions to the Owensboro – Daviess County MPO 2017 Unified Planning Work Program during the fiscal year.

September 2017

Owensboro – Daviess County MPO

Program Element: 1.0/1.1: MPO Administration

Funding Sources:

	<u>1.0</u>	<u>1.1</u>
FHWA - FTA	\$40,800	\$28,000
KYTC	\$2,550	0
Local	<u>\$7,650</u>	<u>\$7,000</u>
Total	\$51,000	\$35,000
Expenditure:	\$48,907	\$33,867
Percent Budget Spent:	96%	97%
Percent Work Completed:	100%	100%

Date Completed: June 2017

Work Completed:

1. Staff prepared mailings and all administrative duties as necessary for the Technical Advisory Committee (TAC) meetings that were held during the year:

September 27, 2016, and January 31, 2017, February 28, 2017, April 25, 2017 and June 27, 2017.

The TAC is scheduled to meet on the last Tuesday of every month, unless there is no business to discuss for the members of the committee.

Staff prepared mailings and all administrative duties for the Policy Committee that was held during the year:

The Policy Committee meetings that were held during the year.

September 27, 2016 and January 31, 2017, February 28, 2017, April 25, 2017.

September 2017

2. Staff prepared the FY 2016 Federal Obligations Report for the MPO. The FY 2016 Federal Obligations Report was presented to the MPO committees and was published on the MPO website.
3. The quarterly progress reports were prepared and submitted to the Kentucky Transportation Cabinet (KYTC).
4. A Mid-Year meeting was held with Barry House, KYTC, to discuss the progress on the UPWP.
5. Meeting announcements, meeting agendas, and minutes of the MPO committees' meetings are placed on the MPO website.
6. Staff met with Planning and Zoning, city engineer, county engineer to update the functional classification for local roads. The functional classification was finalized.
7. Staff met with Wayne Shelton concerning grants for the Owensboro Transit System and explain the process for obtaining new buses and other equipment for the transit system.
8. The Metropolitan Planning Agreement (MPA) was prepared for the UPWP. The MPA was presented to the TAC and Policy Committees. The MPA specifies the roles and agreement between the KYTC, the MPO and the Owensboro Transit System. The MPA was approved and was incorporated in the FY 2018 UPWP
9. Staff attended 3 quarterly planning meeting held between the FHWA, KYTC and the MPO's.

The work element was under budget by \$3,226. Staff did not attend any training conferences, more time was spent in MPO Administration.

Owensboro – Daviess County MPO

Program Element: 2.0/2.1: Unified Planning Work Program

Funding Sources:	<u>2.0</u>	<u>2.1</u>
FHWA – FTA	\$6,000	\$4,000
KYTC	\$375	\$0
Local	<u>\$1,125</u>	<u>\$1,000</u>
Total	\$7,500	\$5,000
Expenditure	\$10,642	\$4,804
Percent Budget Spent:	142%	96%
Percent Work Completed:	100%	100%

Date Completed: June 2017  
 Work Completed:

1. Staff prepared the FY 2018 UPWP in compliance with MAP – 21. Staff rewrote the UPWP by eliminating a few work elements and combined some work elements for a more streamlined UPWP.
2. Staff presented the Draft FY 2018 UPWP to MPO committees.
3. Staff notified all their planning partners by email that the Draft FY 2018 UPWP was available for review. Staff informed the planning partners of the address where the draft document could be found and reviewed. Staff incorporated all changes recommended by the planning partners into the FY 2018 UPWP.
4. Staff met with Barry House, KYTC, to discuss the comments that were received concerning the Draft FY 2018 UPWP. The comments were incorporated into the FY 2018 UPWP.
5. Staff presented the FY 2018 UPWP to the MPO Policy Committees for final approval.
6. Staff submitted the FY 2018 UPWP to all planning partners. The FY 2018 UPWP was placed on the MPO website

September 2017

7. The FY 2016 Performance and Expenditure Report was prepared. The FY 2016 P & E Report was approved by the MPO committees. The P & E Report was placed on the MPO website and can be found at:

[http://www.gradd.com/TRAN/Oboro\\_Daviess\\_MPO/](http://www.gradd.com/TRAN/Oboro_Daviess_MPO/)

8. Staff prepared Section 5303 FTA Grant Application and submitted the application to the Division of Transportation Delivery.
9. Staff completed Form 424 and submitted the form to Department for Local Government.

The work element was over budget by \$2,946. Staff spent extra time re-writing the UPWP to comply with MAP-21.



Owensboro – Daviess County MPO

Program Element: 3.0/3.1: Preparation of the TIP

Funding Sources:

	<u>3.0</u>	<u>3.1</u>
FHWA - FTA	\$6,000	\$3,200
KYTC	\$375	0
Local	<u>\$1,125</u>	<u>\$800</u>
Total	\$7,500	\$4,000
Expenditure:	\$3,324	\$3,264
Percent Budget Spent:	44%	82%
Percent Work Completed:	100%	100%

Date Completed: June 2017

Work Completed:

1. Staff reviewed the TIP for new projects and project prioritization.
2. Staff prepared a TIP Amendment as per KYTC request. The Amendment concerned the upgrading of the Natcher Parkway to interstate standards. Staff submitted the TIP Amendment to the TAC and Policy Committees for approval. A comment period was conducted for the TIP Amendment. No comments were received.
3. Staff prepared two CMAQ applications, one for the Owensboro Riverport and for Ragu Foods. Staff conducted three truck delay counts for the Ragu Foods project.
4. Staff prepared documents concerning a FAST lane application for the Owensboro Riverport.

September 2017

5. Staff prepared the TIP Administrative Modification #2 concerning federal capital maintenance program for the Owensboro Transit System.
6. Staff prepared the TIP Administrative Modification #3 concerning a bridge replacement on KY 1456.
7. Staff prepared the TIP Administrative Modification #4 concerning the Owensboro Riverport rail extension project.

The element was under budget for the fiscal year by \$4,912.  
The TIP did not have to be updated.

September 2017

Owensboro – Daviess County MPO

Program Element: 4.0/4.1: Participation Program

Funding Sources:

	<u>4.0</u>	<u>4.1</u>
FHWA - FTA	\$6,400	\$4,000
KYTC	\$400	0
Local	<u>\$1,200</u>	<u>\$1,000</u>
Total	\$8,000	\$5,000
Expenditure:	\$4,142	\$4,778
Percent Budget Spent:	52%	96%
Percent Work Completed:	90%	100%

Date Completed: June 2017

Work Completed:

1. Staff prepared a Legal Notice for the TIP Amendment to be advertised in the Messenger & Inquirer. Copies of the legal notices were placed in the Daviess County Courthouse, Owensboro City Hall, Daviess County Library and GRADD.
2. Staff reviewed the PP to determine if any changes were needed to be made. Staff discussed potential system improvements with interested citizens.
3. Staff reviewed the PP with the TAC chairman, the decision was made that no changes were necessary.

This work element was under budget for the fiscal year by \$4,080. The Public Participation required less effort than anticipated.

Owensboro – Daviess County MPO

Program Element: 5.0: Metropolitan Transportation Plan

Funding Sources:

	<u>5.0</u>	<u>5.1</u>
FHWA - FTA	\$24,000	\$3,200
KYTC	\$1,500	
Local	<u>\$4,500</u>	<u>\$800</u>
Total	\$30,000	\$4,000
Expenditure:	\$26,685	\$3,796
Percent Budget Spent:	89%	95%
Percent Work Completed:	100%	100%

Date Completed: June 2017

Work Completed:

1. Staff reviewed and made changes to the local PIF's as requested by KYTC for the new SHIFT priority process.
2. Staff prepared handouts for the Bike/Ped Committee. The Committee met on August 4, 2016, November 30, 2016, January 27, 2017, and April 26, 2017.  
Staff prepared maps for the committee indicating existing and new bike and walking paths.  
Staff met with three members of the committee to discuss a grant to provide funding for signage and pavement markings.
3. Staff presented to the TAC and Policy Committees the new prioritization process for projects, SHIFT.  
The committees sponsored 8 projects for the SHIFT process.
4. Staff met with the Owensboro City Manager and city engineer concerning the SHIFT priorities.  
Staff met with the Daviess County Judge/Executive concerning the SHIFT priorities.

September 2017

5. Staff began researching information concerning a Bike/Pedestrian Master Plan for Owensboro – Daviess County.
6. Staff began writing the Bike/Pedestrian Master Plan document.

This element was under budget for the year by \$3,519.

September 2017

Owensboro – Daviess County MPO

Program Element: 6.0: Transportation Safety and Security

Funding Sources:

	<u>6.0</u>
FHWA - FTA	\$8,000
KYTC	\$500
Local	<u>\$1,500</u>
Total	\$10,000
Expenditure:	\$15,487
Percent Budget Spent:	155%
Percent Work Completed:	100%

Date Completed: June 2017

Work Completed:

1. The 2016 Crash Report was completed.
2. Maps and recommendations for improvements were identified.
3. Staff conducted field observations of any location where 5 or more accidents occurred. These observations were the basis of the recommendations for improvements.
4. The 2016 Crash Report was presented to the MPO committees for approval. Staff was also interviewed by the Messenger & Inquirer and two local tv news stations.

This element was over budget by \$5,487. This was due to the number of accidents have increased and more driving was involved during the field observations.

Owensboro – Daviess County MPO

Program Element: 7.0/7.1: Data Collection and Analysis

Funding Sources:

	<u>7.0</u>	<u>7.1</u>
FHWA - FTA	\$14,400	\$7,600
KYTC	\$900	
Local	<u>\$2,700</u>	<u>\$1,900</u>
Total	\$18,000	\$9,500
Expenditure:	\$23,256	\$9,647
Percent Budget Spent:	129%	102%
Percent Work Completed:	100%	100%

Date Completed: June 2017

Work Completed:

1. Staff collected and updated GIS shapefiles with current transportation and demographic data.
2. Staff began work on changes to the transit route map.
3. Staff worked with OTS on budgeting and funding issues.
4. Staff attended FTA online training.
5. Staff held a meeting to update the Coordinated Public – Human Services plan for 2017.
6. Staff updated the GIS maps depicting populations of low income, minority, Hispanic, disabled, elderly and limited English proficiency.
7. Staff collected and updated GIS shapefiles with current sidewalk locations.

September 2017

The element was over budget by \$5,403. This was due to more work involved with the Coordinated Public – Human Services plan and more mapping.



September 2017

Owensboro – Daviess County MPO

Program Element: 8.0: Owensboro Transit Management Assistance

Funding Sources: 8.0

FHWA - FTA \$14,400

KYTC \$0

Local \$3,600

Total \$18,000

Expenditure: \$18,018

Percent Budget Spent: 100%

Percent Work Completed: 100%

Date Completed: June 2017

Work Completed:

1. Prepared and submitted GRADD Technical Assistance quarterly report to City of Owensboro
2. Grant management in TEAM (Transit Electronic Award Management)
  - Created and submitted a new 5307 grant in TRAMS (Transit Award Management System)
  - Communicated with FTA to coordinate grant submittals
3. Reviewed OTS compliance with various federal programs for any needed updates and reporting requirements
4. General assistance to Lisa Fulkerson regarding grant management
5. Staff attended online grants management training offered by FTA.
6. Redesigned OTS route maps with new routes and arrows.
7. Researched new grant opportunities as requested by the OTS manager.

September 2017

8. Revised the FTA grant to reflect additional funding.
9. Attended two FTA TRAMS webinars.
10. Assisted OTS with Triennial review.

The element was over budget by \$18.

September 2017

Owensboro – Daviess County MPO

Program Element: 9.0: Technical Assistance to the City of Owensboro  
and Daviess County

Funding Sources:	<u>9.0</u>
FHWA – FTA	\$0
KYTC	\$0
Local	<u>\$15,000</u>
Total	\$15,000
Expenditure:	\$9,043
Percent Budget Spent:	60%
Percent Work Completed:	100%

Date Completed: June 2017

Work Completed:

1. Staff conducted a radar survey on East 20<sup>th</sup> Street.
2. Staff attended 2 city commission and 1 fiscal court meetings.
3. Staff conducted three 12-hour counts:
  - a. West 5<sup>th</sup> Street
  - b. East 20<sup>th</sup> Street
  - c. J. R. Miller Blvd and Salem Drive
4. Staff conducted one mechanical 24-hour counts:
  - a. South Hampton Road
5. Staff worked with the city concerning a CMAQ application regarding Ragu Foods to gain access to US 60.

The element was under budget by \$5,957. The work element was under budget due to less traffic counts being conducted.

**GREEN RIVER AREA DEVELOPMENT DISTRICT  
FY 2017 UNIFIED PLANNING WORK PROGRAM**

September 2017

UPWP WORK ELEMENT NUMBER	TITLE	TOTAL FY 2017	FY 2017 TOTAL EXPENDITURE	PERCENT BUDGET SPENT
1.0	FHWA Administration	\$51,000	\$48,907	96%
2.0	FHWA Unified Planning Work Program	\$7,500	\$10,642	142%
3.0	FHWA T I P	\$7,500	\$3,324	44%
4.0	FHWA Public Participation	\$8,000	\$4,142	52%
5.0	FHWA Metropolitan Transportation Plan	\$30,000	\$26,685	89%
6.0	FHWA Transportation Safety and Security Planning	\$10,000	\$15,487	155%
7.0	FHWA Data Collection and Analysis	\$18,000	\$23,256	129%
1.1	FTA Administration ****	\$35,000	\$33,867	97%
2.1	FTA Unified Planning **** Work Program	\$5,000	\$4,804	96%
3.1	FTA T I P ****	\$4,000	\$3,264	82%
4.1	FTA Public Participation	\$5,000	\$4,778	96%
5.1	FTA Metropolitan Transportation Plan	\$4,000	\$3,796	95%
7.1	FTA Data Collection and Analysis	\$9,500	\$9,647	102%
8.0	OTS Management Assist.	\$18,000	\$18,018	100%
9.0	MPO - Technical Assistance	\$15,000	\$9,043	60%
		\$227,500	\$219,660	97%