

PADUCAH-McCRACKEN
METROPOLITAN PLANNING ORGANIZATION
(PMcMPO)

UNIFIED PLANNING WORK PROGRAM
FY 2025



Prepared by the
Paducah-McCracken MPO
5501 Kentucky Dam Road
Paducah, Kentucky 42003

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, Illinois Department of Transportation, City of Paducah, Kentucky, City of Brookport, Illinois, McCracken County, Kentucky, and Livingston County, Kentucky. This financial/cooperative assistance notwithstanding, the contents of this report do not reflect the official views or policies of the funding/cooperating agencies. Accuracy of the information presented herein is the responsibility of the Paducah-McCracken Metropolitan Planning Organization.

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I. INTRODUCTION

FY 2025 UPWP PURPOSE

The Unified Planning Work Program (UPWP) is a federally required document that communicates to the public and stakeholders how their federal transportation planning dollars will be used on regional planning activities over the coming Fiscal Year.

The current federal regulation that guide MPOs in developing a UPWP include 23 CFR 134 (a) & (f); 49 USC 5303(a) & (b); 23 CFR 420.109; 23 CFR 450.308; and 49 CFR 613.

This FY 2025 UPWP was prepared by the Paducah-McCracken Metropolitan Organization (MPO), c/o the Purchase Area Development District (PUADD), which serves as staff to the Paducah-McCracken MPO. This work program covers a twelve-month period, beginning July 1, 2024, and ending June 30, 2025. It details the transportation planning activities, planning tasks, timelines and products that meet the federal requirements for the MPO. It also outlines expenditures attributed to individual work elements and the funding sources to be used.

The UPWP contains several uniform elements that accomplish these items:

- Provides a management tool and guidance for the conduct of transportation planning studies, as part of the requirements of the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA).
- Provides a list of funding amounts and breakdowns for each transportation planning element.
- Details the various agencies participating in the MPO process.
- Outlines those activities to be undertaken during FY 2025.
- Describe the completion timelines and products to be produced for each work element.
- Includes discussion of the planning priorities facing the MPO.
- Lists who will perform the work.

TRANSPORTATION LEGISLATION

On November 15, 2021, the president signed the Infrastructure Investment and Jobs Act (IIJA) (Public Law 117- 58, also known as the “Bipartisan Infrastructure Law”) into law. The Bipartisan Infrastructure Law provides funding for the largest long-term investment in our infrastructure and economy in our Nation’s history. It provides \$550 billion over fiscal years 2022 through 2026 in new Federal investment in infrastructure, including in roads, bridges, and mass transit, water infrastructure, resilience, and broadband. MPO Staff, in coordination with USDOT and KYTC, will initiate efforts to carry out each of the planning directives thoughtfully and thoroughly for the on-going transportation planning process and will consider the directives with all current MPO documents. Staff will also coordinate with FHWA, FTA, KYTC, and other MPOs to work toward full implementation of Performance Based Transportation Planning and Programming (PBPP) requirements.

PLANNING EMPHASIS AREAS

The Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) jointly issued updated Planning Emphasis Areas (PEAs) in the Infrastructure Investment and Jobs Act (IIJA) passed on November 15, 2021. These PEAs are for metropolitan planning organizations, State departments of transportation, Public Transportation Agencies, and Federal Land Management Agency counterparts to identify and develop tasks associated with the Unified Planning Work Program and the Statewide Planning and Research Program. These eight updated PEAs should be addressed through the planning efforts of the MPO:

- Tackling the Climate Crisis - Transition to a Clean Energy, Resilient Future
- Equity and Justice 40 in Transportation Planning
- Complete Streets
- Public Involvement
- Strategic Highway Network/U.S. Department of Defense Coordination
- Federal Land Management Agency Coordination

- Planning and Environment Linkages
- Data in Transportation Planning

PLANNING FACTORS

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

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

LIVABILITY PRINCIPLES

To guide decision-making and overall transportation policy, the MPO will review and consider adopting and implementing the six “Livability Principles” set forth in the 2009 coordinated policy of the U.S. Department of Transportation, U.S. Department of Housing and Urban Development, and the U.S. Environmental Protection Agency. These livability principles are:

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

RESPONSIBLE AGENCY

All tasks and products listed in the UPWP will be completed by the Paducah-McCracken MPO unless otherwise noted.

II. ESTABLISHMENT OF THE PADUCAH-McCRACKEN MPO

Designation Authority of the Paducah-McCracken MPO

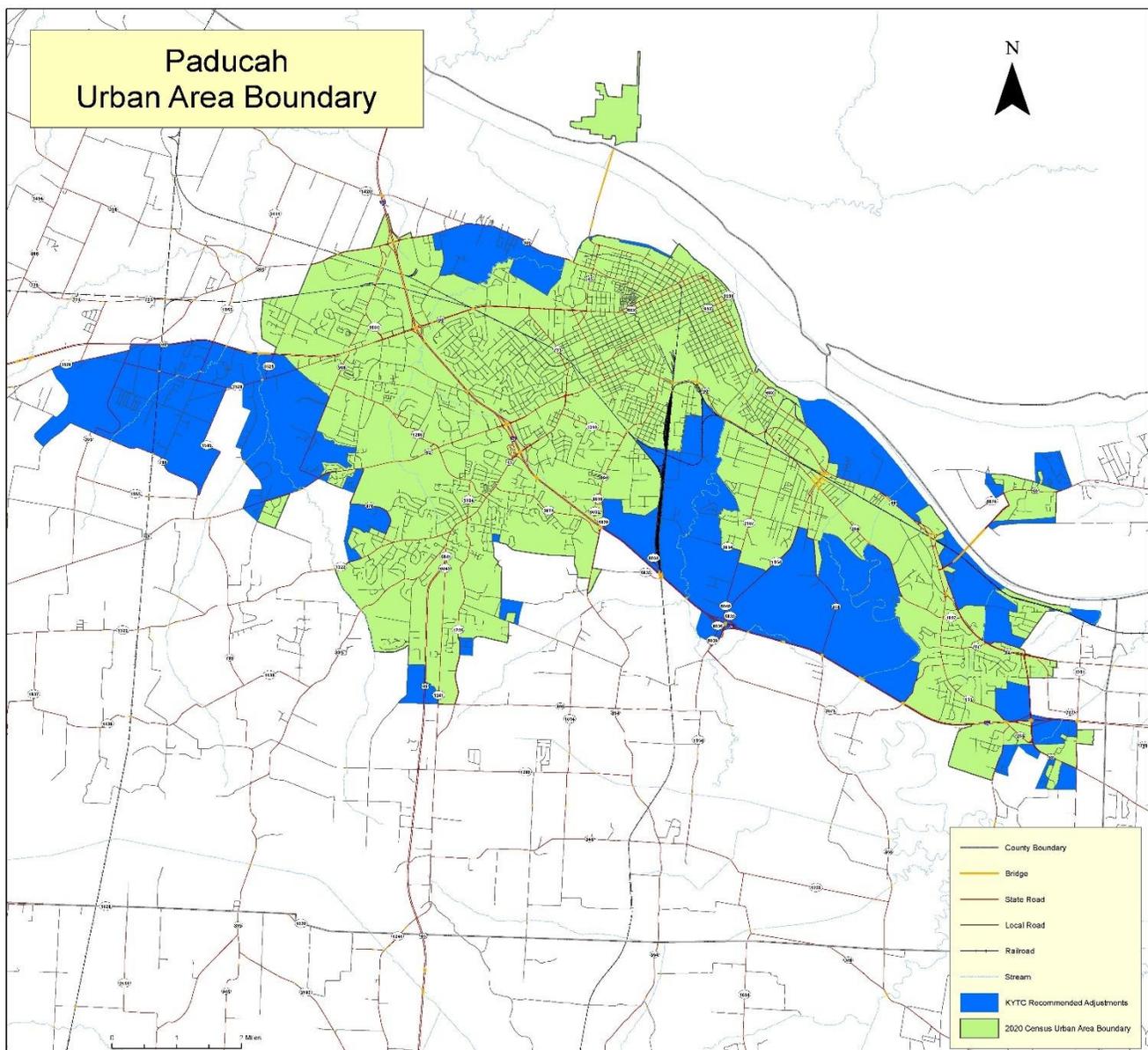
The MPO was designated in 2023 by the Kentucky Transportation Cabinet; the Illinois Department of Transportation; the City of Paducah, Kentucky; the City of Brookport, Illinois; McCracken County, Kentucky; and Livingston County Kentucky . This designation will remain valid unless the MPO is re-designated by the Governor and local units of governments representing at least 75 percent of the population in the area served by the MPO.

Description of the Metropolitan Transportation Planning Boundary

The MPO, through its staff agency, the Purchase Area Development District, provides transportation planning services for the City of Paducah, Kentucky; the City of Brookport, Illinois; McCracken County, Kentucky; and Livingston County Kentucky. The map below displays the current planning boundary for the MPO. If deemed appropriate, and approved by the MPO and the Governor, the boundary may be expanded to foster an effective planning process.

MPO Planning Area Map

This map represents the Paducah-McCracken MPO Urban Area Boundary. The Metropolitan Planning Area Boundary is TBD.



III. ORGANIZATION OF THE PADUCAH-MCCRACKEN MPO

MPO STAFF

The Paducah-McCracken MPO staff is under the umbrella of the Physical Planning Department within the Purchase Area Development District (PUADD). The PUADD provides staff support for the Paducah-McCracken MPO to assist with the accomplishment of the objectives of the transportation planning process.

MPO Transportation Planning and Support Staff:

Stacey Courtney, Associate Director for Physical Planning, PUADD
Jim LeFevre, MPO Coordinator, PUADD
James Smith, GIS Analyst, PUADD
Jon Young, Regional Transportation Planner, PUADD

Executive Board

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

Functions of the Executive Board

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

Membership of the Executive Board

The Executive Board has nine (9) voting members and thirteen (13) advisory (nonvoting) members. The voting members are:

1. Chief District Engineer, KYTC District 1
2. Program Development Engineer, IDOT District 9
3. Mayor, City of Paducah, Kentucky
4. City Manager, City of Paducah, Kentucky
5. Mayor, City of Brookport, Illinois
6. County Judge Executive, McCracken County, Kentucky
7. Deputy Judge Executive, McCracken County, Kentucky
8. County Judge Executive, Livingston County, Kentucky
9. Director, Paducah Area Transit System

The advisory (nonvoting) members are:

1. Kentucky Transportation Cabinet
2. Illinois Department of Transportation
3. Federal Highway Administration, Kentucky Division
4. Federal Highway Administration, Illinois Division
5. Federal Transit Administration, Region 4
6. Federal Transit Administration, Region 5

7. City of Paducah, Kentucky
8. City of Brookport, Illinois
9. County of McCracken, Kentucky
10. County of Livingston, Kentucky
11. Paducah Area Transit System
12. Paducah-McCracken Riverport Authority
13. Barkley Regional Airport

Additional voting and advisory members shall be appointed as is deemed essential or necessary by the members of the Executive Board, through the amendment of the by-laws.

Current Policy Committee Members

1. Kyle Poat, Chief District Engineer, KYTC District 1
2. Carrie Nelsen, Program Development Engineer, IDOT District 9
3. George Bray, Mayor, City of Paducah, Kentucky
4. Daron Jordan, City Manager, City of Paducah, Kentucky
5. Rance Phillips, Mayor, City of Brookport, Illinois
6. Craig Clymer, County Judge Executive, McCracken County, Kentucky
7. Steve Doolittle, Deputy Judge Executive, McCracken County, Kentucky
8. Teris Swanson, County Judge Executive, Livingston County, Kentucky
9. Jeremi Bumpus, Director, Paducah Area Transit System

TECHNICAL ADVISORY COMMITTEE

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

Functions of the Technical Advisory Committee

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

Membership of the Technical Advisory Committee

1. City Planner, Paducah
2. City Engineer, Paducah
3. McCracken County Fiscal Court
4. Livingston County Fiscal Court
5. City of Brookport, IL
6. County Engineer, McCracken County
7. Paducah Transit System
8. McCracken County Planning & Zoning
9. Paducah Planning Commission/Urban Renew & Community Development Agency
10. Barkley Regional Airport
11. Paducah-McCracken Riverport Authority
12. Paducah Chamber of Commerce
13. Paducah Economic Development Corporation
14. Paducah Police Department

15. McCracken County Sheriff's Department
16. Paducah Power
17. Paducah Water
18. Jackson Purchase Electric Cooperative
19. Paducah-McCracken Joint Sewer Agency
20. KYTC District 1
21. IDOT District 9
22. IDOT, Bureau of Planning (non-voting)
23. KYTC Central Office Division of Planning (non-voting)
24. KYTC, Office of Transportation Delivery (non-voting)
25. FHWA, Kentucky Division (non-voting)
26. FHWA, Illinois Division (non-voting)
27. Purchase Area Development District (non-voting)
28. Pennyriple Area Development District (non-voting)

Current Technical Advisory Committee members:

TBD.

MPO FUNDING

- The MPO will apply for FTA Section 5303 and/or 5307 grant funds for FY26.
- The MPO staff is funded with Federal PL funds (80%), with the Kentucky Transportation Cabinet (KYTC) providing 5% of the required match, and the participating local governments providing the remaining 15% match. For the city of Brookport, Illinois, IDOT will provide Federal PL funds (80%) and match the remaining 20% with state funds.
- At least 2.5% of the dedicated PL funds will be used on activities to increase safe and accessible options for multiple travel modes including:
 - a. Assist the Purchase Area Development District in creation of a Safe Streets for All (SS4A) plan for the PUADD region and Paducah-McCracken MPO area, with a goal of improving road safety and decreasing fatal and/or serious accidents.
 - b. Support projects and programs that address security problems and enhance safe and secure travel for all system users (motorists, public transportation riders, bicyclists, and pedestrians) to securely share the transportation network.
 - c. Work with MPO committees, local public agencies, elected officials and KYTC to identify, screen, review and prioritize projects for competitive funding sources such as the Transportation Alternatives Program, as needed.
 - d. In addition, the MPO will consider adopting Complete Streets standards, policies, and a prioritization plan to increase accessibility for all road users.

IV. WORK PROGRAM

UNIFIED PLANNING WORK PROGRAM

Transportation planning and related planning activities anticipated within the MPO area during the next six-month period, regardless of funding sources, shall be conducted as described in the Unified Planning Work Program (UPWP). The UPWP is prepared by the MPO staff in consultation with the KYTC and units of local governments. The UPWP is reviewed by the TAC and a determination made as to whether the document should be recommended to the Policy Committee which considers it for approval. The MPO staff will develop the FY 2025 UPWP with input from the Kentucky Transportation Cabinet, the Federal Highway Administration (FHWA) Kentucky office, and the Federal Transit Administration (FTA) Region 4 office.

The specific transportation planning work elements to be undertaken in Fiscal Year 2025 by the MPO are listed below:

Element	Description
1.0	MPO Administration
2.0	Public Participation
3.0	Data Collection and Analysis
4.0	Transportation Improvement Program
5.0	Metropolitan Transportation Plan
6.0	Active Transportation
7.0	Transit Planning

Elements 1.0 through 6.0 receive FHWA planning (PL) funds/FTA Section 5303 funds.
Element 7.0 may receive FTA Section 5307 Funding.

TOTAL STAFF HOURS FOR FY25				
Physical Planning Associate Director	MPO Coordinator	GIS Analyst	Transportation Planner	Total Hours
40	1,950	150	40	2,180

COST SUMMARY BY FUNDING SOURCE FOR FY25						
Funding Source	FHWA-KY	KYTC	FHWA-IL	IDOT	Local	Total
Personnel	76,195	4,762			14,287	95,244
Direct						
Travel	3,200	200			600	4,000
Public Outreach	400	25			75	500
Engineering Consultant	1,274	80	53,532	13,383	239	68,507
Training	4,000	200			800	5,000
Supplies	400	25			75	500
Indirect	26,531	1,658			4,975	33,164
Total	\$112,000	\$7,000	\$53,532	\$13,383	\$21,000	\$206,915

1.0 MPO ADMINISTRATION

PURPOSE: The MPO’s administrative process ensures that the planning program is compliant with all applicable federal and state requirements. It is designed to ensure the staff keeps up to date with ongoing trends and completes its reporting duties to state and federal organizations. It also outlines day-to-day operation of the MPO office, such as compiling meeting agendas and minutes and ensuring they are posted to the MPO website. MPO Administration includes development of the Unified Planning Work Program (UPWP), which outlines the work elements that the MPO intends to carry out during the fiscal year. The UPWP also details the funding for the MPO and allocates the funds to each work element. The UPWP extends from July 1 through June 30 each fiscal year.

WORK TASKS

- Prepare quarterly reports in a timely fashion and submit reimbursement requests to IDOT-Bureau of Planning, KYTC-Division of Planning and the Office of Transportation Delivery. The quarterly reports will describe the work completed during each 90-day period and will be due 30 days from the end of the reported quarter. Quarterly narrative reports will be submitted to the Division of Planning.
- Ensure availability of computer hardware and software to support the transportation programs and related activities.
- Monitor state and federal funding initiatives and legislative activities.
- Review federal and state policies and guidance regarding metropolitan transportation planning and incorporate changes as necessary.
- Provide staff support to MPO Committees.
- Provide IDOT-Bureau of Planning and KYTC-Division of Planning, two (2) copies of the annual audit by March 2025.
- Administer the correspondence and maintain contact list including, but not limited to, the MPO Technical Advisory Committee, and the MPO Transportation Policy Committee.
- Maintain membership in Association of Metropolitan Planning Organizations (AMPO).
- Carry out administrative activities involved with maintaining and revising the FY 2024 UPWP.
- Develop the annual Unified Planning Work Program (UPWP), which outlines MPO staff activities for FY 2025.
- Develop and maintain a planning process MOA between the states, MPO, and transit agency, as required by 23 CFR 450.314.
- Complete FY 2024 Annual Performance and Expenditure Report and submit to IDOT/KYTC/FHWA within 90 days of the end of the reporting period.
- Deliver the Performance and Expenditures report to the MPO Committees and make it available to the public upon request.
- Staff will seek courses, conferences, workshops, etc., in the areas that are relevant to the MPO transportation planning process and are found to be eligible by the FHWA and/or the FTA.
- Staff will attend quarterly FHWA/IDOT/KYTC/MPO meetings.
- MPO will seek ADA representation and input in the on-going planning activities.
- Educate local governments of the availability of IDOT/KYTC resources that document federal requirements for the oversight and administration of federal-aid projects. Assist LPAs with project technical assistance through MPO document updates such as amendments and administrative modifications, coordinating assistance and other technical assistance as needed to educate LPAs on federal requirements.

PRODUCTS & COMPLETION DATES

- Draft FY 2026 UPWP – February 28, 2025
- Final FY 2026 UPWP – April 30, 2025
- Annual Performance and Expenditure Report – September 29, 2024
- Planning Process MOA – September 29, 2024

STAFF HOURS FOR MPO ADMINISTRATION				
Physical Planning Associate Director	MPO Coordinator	GIS Analyst	Transportation Planner	Total Hours
26	850	0	0	876

COST SUMMARY BY FUNDING SOURCE FOR MPO ADMINISTRATION						
Funding Source	FHWA-KY	KYTC	FHWA-IL	IDOT	Local	Total
Personnel	30,901	1,932			5,794	38,626
Direct						
Travel	3,200	200			600	4,000
Public Outreach						
Training	4,000	250			750	5,000
Supplies	400	25			75	500
Indirect	10,760	672			2,017	13,450
Total	49,261	3,079			9,236	\$61,576

2.0 PUBLIC PARTICIPATION

PURPOSE: The MPO’s Public Involvement element ensures the MPOs have procedures to carry out a public involvement program pursuant to 23 CFR 450.316. These rules explain the requirement of the MPO’s Public Involvement plan. The plan details all the documents the MPO is responsible for producing, the timeline/frequency they are written and how the MPO goes about publicizing documents and seeking public comment.

WORK TASKS

- Develop a new Public Participation Plan to serve the MPO for the period of FY 2025-2030.
- Continue to expand and refine the MPO consultation list, to ensure the most accurate and up-to-date contact information.
- Notify and involve the public in the transportation planning process.
- Continue to update/maintain and develop the MPO webpage contained within the PUADD website. The webpage increases public access to transportation planning documents, MPO meeting schedules, provides for public comment and other related information.
- Evaluate methods for public involvement that are utilized to reach all segments of the population with respect to the development and maintenance of the UPWP, Participation Plan, Metropolitan Transportation Plan (MTP) and Transportation Improvement Program (TIP).
- Use Virtual Public Involvement (VPI) tools such streaming meetings online to make the MPO more accessible to the public.
- Conduct an annual review of the Participation Plan and make revisions as necessary to ensure the process is serving its intended purpose.

- Address implications of Title VI, including, but not limited to Low English Proficiency (LEP), Environmental Justice, Americans with Disabilities Act and Section 504 of the Rehabilitation Act of 1973. Complete and maintain the MPO’s Title VI plan and seek to further involve with these populations of the MPO area.
- Coordinate with IDOT and KYTC’s Office for Civil Rights & Small Business Development to update and/or maintain the MPO’s Title VI compliance efforts. Develop an annual Title VI report/plan per guidance from the IDOT and KYTC Title VI Coordinator.
- Address implications of Title VI, including, but not limited to Low English Proficiency (LEP), Environmental Justice, Americans with Disabilities Act and Section 504 of the Rehabilitation Act of 1973. Complete and maintain the MPO’s Title VI plan and seek to further involve with these populations of the MPO area.

PRODUCTS & COMPLETION DATES

- MPO Title VI Plan for FY 2025 submitted to KYTC Division of Civil Rights – May 1, 2025
- Approved FY 2025 Title VI plan posted to the MPO website – June 30, 2025
- Limited English Proficiency plan – May 1, 2025
- Updated Participation Plan Agency Consultation list – As needed

STAFF HOURS FOR PUBLIC PARTICIPATION

Physical Planning Associate Director	MPO Coordinator	GIS Analyst	Transportation Planner	Total Hours
2	215	0	0	217

COST SUMMARY BY FUNDING SOURCE FOR PUBLIC PARTICIPATION

Funding Source	FHWA-KY	KYTC	FHWA-IL	IDOT	Local	Total
Personnel	7,600	475			1,425	9,500
Direct						
Travel						
Public Outreach	400	25			75	500
Training						
Supplies						
Indirect	2,647	165			496	3,308
Total	10,647	665			1,996	\$13,308

3.0 DATA COLLECTION AND ANALYSIS

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

WORK TASKS

Safety and Security

- Utilize collected traffic counts and update of crash data for integration into safety planning efforts and into the transportation GIS system.
- Assist the Purchase Area Development District in creation of a Safe Streets for All (SS4A) plan for the PUADD region and Paducah-McCracken MPO area, with a goal of improving road safety and decreasing fatal and/or serious accidents.
- Assist with the examination of potential safety issues to include the update of crash data analysis, discovery of high crash locations, participation in safety audits, and identification of low-cost safety improvement projects eligible for Highway Safety Improvement Program (HSIP) and other special funds.
- Review safety data from local transit agency as part of annual review of transit Safety Performance Targets.
- Consult with IDOT, KYTC, FHWA, and other MPOs to determine appropriate means and methodologies for incorporating transportation safety and security considerations into the planning process.
- Support projects and programs that address security problems and enhance safe and secure travel for all system users (motorists, public transportation riders, bicyclists, and pedestrians) to securely share the transportation network.
- Pursue opportunities for Strategic Highway Safety Plan (SHSP) funding and planning a safe and secure transportation network in the MPO area.

Data Collection, GIS Database, Mapping Activities

- Develop and maintain a multilayered GIS database and map of transportation-related features and information for the area served by the Paducah-McCracken MPO.
- Provide visualization techniques and analysis tools to assist with project development and planning efforts as requested by local agencies.
- Coordinate with local agencies to ensure that MPO collected data can be used by the local government's GIS systems.
- Distribute transportation data to local governments as requested.
- Collect and maintain census/socioeconomic data, and roadway systems/urban boundaries.
- Assist in updating the MPO Travel Demand Model by providing necessary socioeconomic, land use and traffic data as requested.

- Maintain and update maps defining the Urban Boundary as relevant Census data becomes available.

Transportation System Analysis

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

Integrated Planning

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

Performance Measures and Targets

- The MPO shall seek opportunities to incorporate and use a performance-based approach to transportation decision making. Perform appropriate data collection and analysis to monitor the MPO area's progress in supporting IDOT and KYTC's performance targets related to safety, pavement condition, bridge condition and system reliability.

PRODUCTS & COMPLETION DATES

- Transportation-related GIS databases that can be used for planning and analysis for MPO staff, officials and countywide agencies, as needed
- GIS Road Network to be used for planning purposes across the MPO area, as needed
- Safety Performance Targets adopted – January 31, 2025

STAFF HOURS FOR DATA COLLECTION AND ANALYSIS				
Physical Planning Associate Director	MPO Coordinator	GIS Analyst	Transportation Planner	Total Hours
2	215	75	0	292

COST SUMMARY BY FUNDING SOURCE FOR DATA COLLECTION AND ANALYSIS						
Funding Source	FHWA-KY	KYTC	FHWA-IL	IDOT	Local	Total
Personnel	10,093	631			1,893	12,617
Direct						
Travel						
Public Outreach						
Training						
Supplies						
Indirect	3,515	220			659	4,393
Total	13,608	851			2,551	\$17,010

4.0 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

PURPOSE: The MPO, in cooperation with the KYTC, and affected transit operators, is required to develop a fiscally constrained Transportation Improvement Program (TIP) consistent with the adopted MTP and all MPO planning goals, objectives and priorities. The TIP outlines federal transportation projects taking place in the MPO area over the next four years. It contains a description of the project, a breakdown of the cost and funding, and timelines for the work.

WORK TASKS

- Develop a draft TIP using the current STIP with projects already programmed into the KYTC six-year plan.
- Identify and evaluate additional projects for inclusion in the TIP, as needed.
- Assess the TIP in the context of compliance with Title VI and Environmental Justice, American with Disabilities Act, Low English Proficiency issues, and Section 504 of the Rehabilitation Act of 1973. Consult with IDOT, KYTC, FHWA, and other MPOs to determine the appropriate means and methodologies for conducting Title VI analysis of the burdens and benefits and the identification of disproportionate impacts.
- Incorporate performance-based planning procedures as required by federal transportation planning requirements including a description of the anticipated effect of the TIP toward achieving established performance targets.

- Work with MPO committees, local public agencies, elected officials, IDOT, and KYTC to identify, screen, review and prioritize projects for competitive funding sources such as the Transportation Alternatives Program, as needed.
- Develop the Annual Listing of Federal Obligated Projects.

PRODUCTS & COMPLETION DATES

- Develop TIP in consultation with KYTC/FHWA, approved by Dec 31, 2024
- Annual Listing of Federal Obligated Projects, due 90 days after the end of the reporting period
- TIP Modifications/Amendments, as needed

STAFF HOURS FOR TIP

Physical Planning Associate Director	MPO Coordinator	GIS Analyst	Transportation Planner	Total Hours
2	215	0	0	217

COST SUMMARY BY FUNDING SOURCE FOR TIP

Funding Source	FHWA-KY	KYTC	FHWA-IL	IDOT	Local	Total
Personnel	7,600	475			1,425	9,500
Direct						
Travel						
Public Outreach						
Training						
Supplies						
Indirect	2,646	165			496	3,308
Total	10,246	640			1,921	\$12,808

5.0 METROPOLITAN TRANSPORTATION PLAN (MTP)

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

WORK TASKS

- Work with KYTC to use \$250,000 in discretionary funding to contract with consultant to develop the Metropolitan Transportation Plan (MTP) including robust public involvement.
- Review transit services provided by local agencies for any changes that might improve transit services in the MPO area.
- Prepare Continuing Highway Analysis Framework (CHAF) entries for new projects that may be identified during the year.
- Assist IDOT, KYTC, and local governments in applying local access management policies and best practices.
- Consult with IDOT, KYTC, FHWA, and other MPOs to determine appropriate means and methodologies for incorporating performance management and climate change considerations into the planning process.
- Work with KYTC Modal Programs Branch to update the MPO's travel demand model to address current and projected travel demands. Staff will coordinate with KYTC to identify alternative networks and corridor specific traffic forecasting needs.

PRODUCTS & COMPLETION DATES

- Develop the Metropolitan Transportation Plan – in cooperation with KYTC/consultant – Due December 2026
- Continuous Highway Analysis Framework (CHAF) for any newly identified projects – as needed.

STAFF HOURS FOR MTP

Physical Planning Associate Director	MPO Coordinator	GIS Analyst	Transportation Planner	Total Hours
4	215	0	0	219

COST SUMMARY BY FUNDING SOURCE FOR MTP

Funding Source	FHWA-KY	KYTC	FHWA-IL	IDOT	Local	Total
Personnel	7,695	481			1,443	9,618
Direct						
Travel						
Public Outreach						
Training						
Supplies						
Indirect	2,679	167			502	3,349
Total	10,374	648			1,945	\$12,967

6.0 ACTIVE TRANSPORTATION

PURPOSE: To provide Paducah-McCracken MPO with transportation choices that include public transit and bicycle/ pedestrian facilities to improve the quality of life and safety for all users.

WORK TASKS

- Review existing Bicycle/Pedestrian Master Plans and update as needed.
- Ensure the needs of pedestrians and bicyclists are gathered and included as part of the Safe Streets for All plan development.
- Assist Paducah Area Transit in an annual review of its Safety Targets and maintain targets as needed.
- Promote interagency coordination, public information, and citizen participation with respect to alternative modes of transportation.
- Provide information and resources for the consideration of Complete Street initiatives as the MPO plans projects and improvements.
- Provide data to state and federal officials as needed for bicycle/pedestrian planning.
- Assist in efforts to reduce single-occupancy vehicle trips and increase use of public transit.

- Provide technical assistance to LPAs, engineers and city officials on various pedestrian crossing and bicycle improvements using current bicycle and pedestrian master plans and best practices from other areas for reference.
- Coordinate public transit activities in cooperation with state, public and private transportation providers, and health and human service organizations including organizations supporting the elderly and disabled.
- Consider public transportation projects for inclusion in TIP and MTP.

PRODUCTS & COMPLETION DATES

- Coordinate public transit activities – ongoing.
- Updated Bicycle/Pedestrian Master Plans – as needed.

STAFF HOURS FOR ACTIVE TRANSPORTATION

Physical Planning Associate Director	MPO Coordinator	GIS Analyst	Transportation Planner	Total Hours
2	120	75	20	217

COST SUMMARY BY FUNDING SOURCE FOR ACTIVE TRANSPORTATION

Funding Source	FHWA-KY	KYTC	FHWA-IL	IDOT	Local	Total
Personnel	7,399	462			1,387	9,249
Direct						
Travel						
Public Outreach						
Training						
Supplies						
Indirect	2,576	161			483	3,221
Total	9,975	623			1,870	\$12,470

7.0 TRANSIT PLANNING

PURPOSE: Provide transit management assistance to Paducah Area Transit System (PATS).

WORK TASKS

- Assist PATS in applying for and securing operating and capital assistance.
- Assist PATS director and serve as a liaison between the PATS, MPO, Federal Transit Administration, and KYTC.
- Assist PATS in Public Transportation Agency Safety Plan (PTASP) implementation and reporting.
- Assist routing, scheduling, marketing, fare structure and the production of maps and graphics.
- Provide technical assistance to PATS including triennial review, Transit Award Management System (TrAMS) and civil rights activities.
- Attend meetings and training sessions, as needed.
- Coordinate with transit provider agencies in carrying out Transit Asset Management (TAM) and Performance-Based Planning and Programming requirements. Work with PATS to monitor progress in meeting TAM targets.
- Assist in updating the Title VI/Limited English Proficiency (LEP) plan and the Disadvantaged Business Enterprise (DBE) plan.

PRODUCTS & COMPLETION DATES

- FTA 5303 Grant Applications – April 1, 2025
- Maps and graphics, as requested.
- OTS Title VI/LEP update – June 1, 2025
- Develop Transit Asset Performance (TAM) measures in consultation with PATS

STAFF HOURS FOR TRANSIT PLANNING

Physical Planning Associate Director	MPO Coordinator	GIS Analyst	Transportation Planner	Total Hours
2	120	0	20	142

COST SUMMARY BY FUNDING SOURCE FOR TRANSIT PLANNING

Funding Source	FHWA-KY	KYTC	FHWA-IL	IDOT	Local	Total
Personnel	4,906	307			920	6,133
Direct						
Travel						
Public Outreach						
Training						
Supplies						
Engineer Consultant	1,274	80	53,532	13,383	239	68,507
Indirect	1,708	107			320	2,135
Total	7,888	494	53,532	13,383	1,479	\$76,775

V. FY25 UPWP COST SUMMARY

Paducah-McCracken MPO								
FY25 Unified Planning Work Program Cost Summary								
Element	Staff Hours	Staff Weeks	FHWA KY	FHWA IL	KYTC	IDOT	Local	MPO Budget
1. MPO Administration	876	23.4	49,261		3,079		9,236	61,576
2. Public Participation	217	5.8	10,647		665		1,996	13,308
3. Data Collection and Analysis	292	7.8	13,608		851		2,551	17,010
4. Transportation Improvement Program	217	5.8	10,246		640		1,921	12,808
5. Metropolitan Transportation Plan	219	5.8	10,374		648		1,945	12,967
6. Active Transportation	217	5.8	9,975		623		1,870	12,470
7. Transit Planning	142	3.8	7,888	53,532	494	13,383	1,479	76,775
Total	2,180	58.2	112,000	53,532	7,000	13,383	21,000	\$206,915

VI. APPENDIX

**RESOLUTION APPROVING THE FY25 UPWP FOR
THE PADUCAH-McCRACKEN
METROPOLITAN PLANNING ORGANIZATION
(PMcMPO)**

PMcMPO

Metropolitan Planning Organization

RESOLUTION #2024-04

A RESOLUTION APPROVING THE PADUCAH-McCRACKEN METROPOLITAN PLANNING ORGANIZATION (PMcMPO) FY 2025 UNIFIED PLANNING WORK PROGRAM (UPWP)

WHEREAS, a UPWP is an annual statement of work identifying the planning priorities and activities to be carried out within a metropolitan planning area; and

WHEREAS, Metropolitan Planning Organizations (MPOs) are required by federal law and regulation to develop UPWPs to govern work programs and for the expenditure of Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) planning funds; and

WHEREAS, PMcMPO is the designated MPO for the Paducah Urbanized Area; and

WHEREAS, transportation planning to be undertaken by and under the direction of the MPO must be contained in an approved fiscal year UPWP.

NOW, THEREFORE, BE IT RESOLVED BY THE EXECUTIVE BOARD OF THE PADUCAH-McCRACKEN METROPOLITAN PLANNING ORGANIZATION:

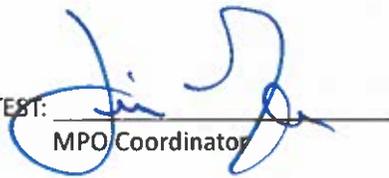
SECTION 1. That the Paducah-McCracken Metropolitan Planning Organization FY 2025 Unified Planning Work Program (UPWP) is hereby approved.

SECTION 2. That the MPO Coordinator is hereby authorized to act on behalf of the Executive Board in matters concerning the UPWP, including its administration and execution, and to adjust program element amounts as necessary due to changing state or federal commitments or requirements.

PASSED AND APPROVED THIS 25TH DAY OF APRIL, 2024.


Chair

ATTEST:


MPO Coordinator

**FY25 DRAFT UPWP UPWP COMMENTS WITH THE
PADUCAH-McCRACKEN METROPOLITAN
PLANNING ORGANIZATION (PMcMPO)
RESPONSE**

Jim LeFevre

From: Vail, Nick (FHWA) <nick.vail@dot.gov>
Sent: Monday, March 25, 2024 10:37 AM
To: Jim LeFevre
Cc: Giles, Vontra (FTA); Sherman, Michael (FTA); Thomas Witt (Thomas.Witt@ky.gov)
Subject: RE: REQUESTED ACTION for FY25 Draft Unified Planning Work Program

[CAUTION: External Sender]

Jim,

Please see my comments on the draft UPWP:

- o Page 5: After finalizing the metropolitan planning area, overlay that on the map and revise last sentence
 - o This page will be revised when the metropolitan planning area has been approved.
- o Page 9: FY 2024 is referenced in the second paragraph. Should this be FY 2025?
 - o Change has been made.
- o Page 11: Recommend combining the UPWP work element (2.0) with Program Administration (1.0) especially if the work products are identical.
 - o Agree. Change has been made.
- o Page 15: The TIP (5.0) products are the same ones included in work element 4.0. I would imagine some work related to the new TIP should be included here. Also the annual listing of obligated projects is a product.
 - o TIP products revised and annual listing of obligated projects added as a work product.
- o Page 16: Must include the \$250,000 in discretionary PL funding in UPWP budget.
 - o KYTC is managing this funding. It will be documented in the Division of Planning Work Program.
- o Transit Asset Management performance measures should be included as an annual work product in one of the work elements.
 - o TAM performance measures have been added as a work product.
- o Has an indirect cost allocation plan been approved by KYTC?
 - o KYTC has the PUADD audit, cost allocation plan, and a Certificate of Indirect Costs.
- o Signed MPO resolution should be included in final document
 - o Resolution will be approved on 4/25 and included in the final document.

Nick Vail (he/him/his), FHWA-KY
Community Planner
330 W. Broadway, Rm 264
USDOT Federal Highway Administration (FHWA)
Frankfort, KY 40601-1981
P:502 223 6727
nick.vail@dot.gov
<http://www.fhwa.dot.gov/kydiv/index.htm>

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From: Witt, Thomas W (KYTC) <Thomas.Witt@ky.gov>
Sent: Wednesday, March 27, 2024 3:17 PM
To: Vail, Nick (FHWA) <nick.vail@dot.gov>; Jim LeFevre <jim.lefevre@purchaseadd.org>
Cc: Giles, Vontra (FTA) <vontra.giles@dot.gov>; Sherman, Michael (FTA) <Michael.sherman@dot.gov>
Subject: RE: REQUESTED ACTION for FY25 Draft Unified Planning Work Program

[CAUTION: External Sender]

My only additional comment has to do with the MOA task under the UPWP work element. I'm not sure if this refers to the planning process MOA that would include the states, MPO, and transit agency, or the PL funding MOA that gets signed every year and is tied to the UPWP. The way it's written, it implies that there would already be an MOA in place, so I'm guessing this is referring to the PL funding MOA. If that's the case, then I suggest including an additional task to develop and maintain a planning process MOA between the states, MPO, and transit agency, as required by 23 CFR 450.314, perhaps under the Administration work element.

- **Planning process MOA task has been added to MPO Administration Work Element.**

Regarding the CAP question: PADD does have a KYTC-approved CAP for FY24, but we'll need a new one for FY25.

Thomas Witt, P.E.

Kentucky Transportation Cabinet
Division of Planning
Metropolitan Planning Team
502-782-5093

Jim LeFevre

From: Giles, Vontra (FTA) <vontra.giles@dot.gov>
Sent: Wednesday, March 27, 2024 11:13 AM
To: Vail, Nick (FHWA); Jim LeFevre
Cc: Sherman, Michael (FTA); Thomas Witt (Thomas.Witt@ky.gov)
Subject: RE: REQUESTED ACTION for FY25 Draft Unified Planning Work Program

[CAUTION: External Sender]

Nick and Jim,

I have no comments to add for the transit section.

Thanks!

-Vontra Giles

From: Vail, Nick (FHWA) <nick.vail@dot.gov>
Sent: Monday, March 25, 2024 11:37 AM
To: Jim LeFevre <jim.lefevre@purchaseadd.org>
Cc: Giles, Vontra (FTA) <vontra.giles@dot.gov>; Sherman, Michael (FTA) <michael.sherman@dot.gov>; Thomas Witt (Thomas.Witt@ky.gov) <Thomas.Witt@ky.gov>
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- Has an indirect cost allocation plan been approved by KYTC?
- Signed MPO resolution should be included in final document

Nick Vail (he/him/his), FHWA-KY
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