

OWENSBORO – DAVIESS COUNTY
METROPOLITAN PLANNING ORGANIZATION

TRANSPORTATION PLANNING
Fiscal Year 2007

YEAR END PROGRESS REPORT

July 1, 2006 to June 20, 2007

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 2007
Annual Report

Date: August 2007

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

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August 2007

Owensboro – Daviess County MPO

Program Element: 560-005/565-105: MPO Administration

Funding Sources:

	<u>560-005</u>	<u>565-105</u>
FHWA - FTA	\$9,600	\$6,800
KYTC	\$600	0
Local	\$1,800	\$1,700
Total	\$12,000	\$8,500
Expenditure:	\$13,223	\$11,120
Percent Budget Spent:	110%	131%
Percent Work Completed:	100%	100%

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:

August 29, 2006, October 31, 2006, November 28, 2006, February 27, 2007, May 1, 2007, May 29, 2007, and June 13, 2007.

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

Staff prepared mailings and all administrative duties for the Citizens Advisory Committee (CAC) meeting that were held during the year:

February 22, 2007, May 23, 2007.

The CAC is scheduled to meeting once a quarter.

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

November 1, 2006, February 22, 2007, May 3, 2007, and June 19, 2007.

The Policy Committee meets as necessary.

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2. The Unified Planning Work Program (UPWP) was prepared for Fiscal Year 2008. The UPWP was submitted to all planning partners and was approved.
3. Staff prepared the Annual Report for Fiscal Year 2006, and the report was submitted to all appropriate planning partners.
4. The quarterly progress reports and financial reports were prepared and submitted to the Kentucky Transportation Cabinet (KYTC).
5. The “Prospectus” for the UPWP was reviewed and updated with current information.
6. All planning documents were made available to the public via the MPO website, www.gradd.com.
7. MPO committees reviewed and approved the Title VI Monitoring Summary.
8. Staff prepared and submitted to the MPO Committees and all appropriate planning partners the OTS Transit Development Program.
9. Staff presented the Draft Kentucky Statewide Long Range Transportation Plan for review.
10. Staff discussed possible new projects for the upcoming Unscheduled Projects List prioritization process.
11. The TAC reviewed and amended the bylaws.
12. Staff attended the Mid-Year meeting during January 2007 to discuss the progress on the UPWP.
13. Staff attended the MPO/FHWA/KYTC meetings held during the year.
14. Meeting announcements, meeting agendas, and minutes of the MPO committee meets are placed on the MPO website.

Due to the new requirements of SAFETEA-LU, Gap Analysis, items for the MPO website, more meetings, the Work Elements, 560-005/565-105, were under budgeted for the fiscal year.

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Owensboro – Daviess County MPO

Program Element: 560-010/565-110: Preparation of the TIP

Funding Sources:

	<u>560-010</u>	<u>565-110</u>
FHWA - FTA	\$3,600	\$2,000
KYTC	\$225	0
Local	\$675	\$500
Total	\$4,500	\$2,500
Expenditure:	\$4,107	\$2,239
Percent Budget Spent:	91%	90%
Percent Work Completed:	100%	100%

Work Completed:

1. The draft FY 2008 – 2013 Transportation Improvement Program (TIP) was submitted to the CAC, and TAC for review and discussion during their regular public meetings.
2. The work on the draft SAFTEA – LU compliant FY 2008 – 2013 TIP was completed and presented to all MPO committees for review and discussion. The draft SAFTEA – LU compliant TIP was approved by the Policy Committee on June 19, 2007. A public meeting was held to gather public input on the draft TIP on June 18, 2007. The public meeting was advertised in accordance with the MPO Participation Plan. The draft SAFTEA – LU compliant TIP was submitted to FHWA, FTA, and KYTC for their consideration. The MPO received a letter dated, June 27, 2007, that stated the TIP met the requirements of SAFTEA – LU.
3. The 2006 – 2011 TIP was amended during October 2006. The amendment included the following:
 - a. KY 54: Design phase from Thurston-Dermont Road to Jack Hinton Road– Table 1
GR-02-0012
 - b. West Fifth Street Road – Table 3
GR-02-0029
 - c. US 431 and Martin Luther King, Jr. Blvd Loop East – Table 3
Construct northbound and southbound turn lanes to improve safety.
GR-02-0043

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- d. KY 144: Reconstruct a portion of KY 144 to eliminate several curves.
Table 4
GR-02-0003
 - e. Owensboro Bike Lanes – Table 8
 - f. Sculpture Garden – Table 8
TE-02-0005
4. MPO committees approved changes in the TIP to reflect changes in the Kentucky STIP.
 5. Staff prepared a financial plan for the TIP to ensure that the TIP was fiscally constrained.
 6. Staff met with the City of Owensboro and determined that the City had the financial capability to fund the transit system.
 7. Staff reviewed the proposed TIP and determined that the proposed TIP was in conformance with the Long Range Transportation Plan for the urban area.
 8. The TIP projects were prioritized based upon the MPO's goals and objectives.

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Owensboro – Daviess County MPO

Program Element: 560-015/565-115: MPO Staff Training

Funding Sources:

	<u>560-015</u>	<u>565-115</u>
FHWA - FTA	\$6,800	\$4,070
KYTC	\$425	0
Local	\$1,275	\$1,018
Total	\$8,500	\$5,088
Expenditure:	\$5,912	\$2,167
Percent Budget Spent:	70%	43%
Percent Work Completed:	100%	100%

Work Completed:

1. Staff attended the workshop, “Making Title VI Work for You”, during August 2006.
2. Staff attended the annual CTAA conference during May 2007.
3. Staff attended the National Association of Regional Councils (NARC)
4. Staff participated in several air quality conference calls during the year, these conference calls keep staff up to date on air quality issues.
5. Staff took web based training in ARCVIEW mapping.
6. Staff attended the Kentuckians for Better Transportation annual conference.

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Owensboro – Daviess County MPO

Program Element: 560-016/565-116: Participation Plan and Title VI

Funding Sources:

	<u>560-016</u>	<u>565-116</u>
FHWA - FTA	\$4,240	\$4,170
KYTC	\$265	0
Local	\$795	\$1,042
Total	\$5,300	\$5,212
Expenditure:	\$5,173	\$5,023
Percent Budget Spent:	98%	96%
Percent Work Completed:	100%	100%

Work Completed:

1. The proposed Participation Plan (PP) was prepared and submitted to the MPO committees for their review. Staff worked with KYTC in order to ensure that the PP was in conformance with the SAFETEA-LU guidelines.
2. Staff advertised the PP for public comments and held a public meeting to gather public comments. The public meeting was held on June 18, 2007.
3. Staff attended training concerning the new requirements for participation plan in Frankfort with KYTC.
4. Staff uploaded all information concerning the MPO Participation Plan to the KYTC website so that Wilber Smith Consultants could analyze the information. Wilber Smith Consultants responded with information that would assist in making the PP SAFTEA – LU compliant. This information was incorporated into the PP.
5. The GIS map was updated with current socio-economic data for Title VI, this included, minority, low-income, and disabled populations.
6. Staff participated in a conference call to discuss the Gap Analysis process.
7. The Participation Plan was advertised for the required 45 days prior to the Policy Committee approving the PP. The PP was placed at City Hall, Daviess County Courthouse, Owensboro Public Library, Owensboro Transit System, the Green River Area Development District, and the MPO website, www.gradd.com, for the public to have access and review.

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8. The Title VI Report was prepared and submitted to all MPO Committees.
9. The Title VI Report, prepared for the Owensboro Transit System, was submitted to FTA on schedule.

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Owensboro – Daviess County MPO

Program Element: 560-020: Long Range Transportation Plan

Funding Sources:

	<u>560-020</u>
FHWA - FTA	\$9,200
KYTC	\$575
Local	\$1,725
Total	\$11,500
Expenditure:	\$12,726
Percent Budget Spent:	111%
Percent Work Completed:	100%

Work Completed:

1. Staff began to review the LRTP to determine the needs of SAFETEA – LU.
2. Staff uploaded the MPO Long Range Transportation Plan for Wilber Smith Consultants to review. Once the review was completed and information returned, staff included the information into the LRTP for SAFTEA – LU compliance. Staff also worked with KYTC staff to ensure that the LRTP was in compliance with all SAFETEA – LU requirements.
3. A public meeting was held to gather public comments on the draft LRTP. The public meeting was held on June 18, 2007. The draft LRTP was placed on the MPO website for public review.
4. Staff updated the LRTP to be in compliance with SAFETEA – LU requirements.
5. The LRTP was presented to the MPO committees for review. The Policy Committee approved the SAFETEA - LU Compliant on June 19, 2007.
6. Staff participated in a conference call to discuss the Gap Analysis for the LRTP.
7. The LRTP was submitted to the planning partners for review.
8. The MPO received a letter from FHWA stating that the SAFTEA – LU compliant LRTP had been approved as meeting the requirements.

Due to SAFETEA-LU requirements, GAP Analysis the budget was under estimated for FY 07.

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Owensboro – Daviess County MPO

Program Element: 560-025: Transportation Management Systems Planning

Funding Sources:

	<u>560-025</u>
FHWA - FTA	\$2,000
KYTC	\$125
Local	\$375
Total	\$2,500
Expenditure:	\$3,194
Percent Budget Spent:	128%
Percent Work Completed:	100%

Work Completed:

1. Staff attended the US 60 Safety Corridor meeting during the year. The meetings were held once a quarter. The GRADD is responsible for conducting all the US 60 Safety Corridor meetings throughout the district.
2. Staff assisted the Owensboro Planning Commission with several new developments in the MPO, this included traffic impacts on the roadways, turn lane requirements, and access management.

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Owensboro – Daviess County MPO

Program Element: 560-030: Transportation Enhancement Project Planning

Funding Sources:

	<u>560-030</u>
FHWA - FTA	\$2,000
KYTC	\$125
Local	\$375
Total	\$2,500
Expenditure:	\$2,219
Percent Budget Spent:	89%
Percent Work Completed:	100%

Work Completed:

1. Staff attended check presentation for the Owensboro Area Museum for their TE project. Staff assisted in writing the TE application for the museum.
2. Staff was contacted by several agencies concerning the TE application process. Staff mailed out TE applications to several of the agencies that called concerning the TE process.
3. Staff provided traffic counts, pavement widths, right-of-way widths, highway classifications to prospective applicants.
4. Staff proofed one TE application for an agency submitting a TE application.

August 2007

Owensboro – Daviess County MPO

Program Element: 560-035: Air Quality Conformity Planning

Funding Sources:

	<u>560-005</u>
FHWA - FTA	\$1,921
KYTC	\$120
Local	\$361
Total	\$2,402
Expenditure:	\$3,422
Percent Budget Spent:	142%
Percent Work Completed:	100%

Work Completed:

1. Staff participated in several conference calls with FHWA, concerning air quality.
2. Staff updated socioeconomic data for the MPO.
3. Staff took steps to assure compliance with the State Implementation Plan.

Staff did not estimate the time required to manage this work element correctly.

August 2007

Owensboro – Daviess County MPO

Program Element: 560-040: Urban Area Plan, Mapping and Traffic Management System Maintenance

Funding Sources:

560-040

FHWA - FTA	\$10,400
KYTC	\$650
Local	\$1,950

Total \$13,000

Expenditure: \$13,005

Percent Budget Spent: 100%

Percent Work Completed: 100%

Work Completed:

1. Staff completed the 2006 Owensboro Accident Report. The report was presented to the MPO committees. Staff inspects the locations with 5 or more accidents, and then makes recommendations for improvements, such as, trimming trees, replacing traffic control devices, installing pavement markings, and enforcement. The final product is approved by the Policy Committee, and then the document is presented to local law enforcement agencies, and the district highway office.
2. Staff provided traffic counts to numerous agencies, realtors, and businesses. Staff also provided demographic data as requested. Staff provided transportation related information, such as, timelines for construction, right-of-way purchase, and information from the KYTC 6-Year Highway Plan. This information was provided by phone calls, or attending meetings, Chamber of Commerce, City Commission, Fiscal Court, and local groups.
3. The Title VI map was updated and submitted to FTA with the Title VI report.
4. Staff updated the Project Identification Forms (PIF) for the high priority projects. Staff began updating the PIF forms for the medium and low priority projects to be submitted in FY 2008. Staff prepared PIFs for new projects.
5. Staff assisted the City of Owensboro in planning a citywide bike path. Staff assisted in preparing a Bicycle Friendly Community application. Staff produced maps for the citywide bike path, researched pavement widths, and right-of-way for every street the bike path would utilize.
6. The Transportation Plan map was updated for the SAFETEA – LU LRTP.

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Owensboro – Daviess County MPO

Program Element: 560-045: Transportation Project Forecasts and Traffic Model
Upkeep and Census Coordination

Funding Sources:

560-045

FHWA - FTA \$8,400

KYTC \$525

Local \$1,575

Total \$10,500

Expenditure: \$11,795

Percent Budget Spent: 112%

Percent Work Completed: 100%

Work Completed:

1. Staff assisted the KYTC with the updating of the traffic forecast model.
2. Staff assisted in preparing traffic forecasts, by gathering traffic count data, pavement widths, and traffic control data.
3. Traffic count data was collected, as well as, socioeconomic data for the traffic model.
4. Segments lengths were collected on state routes.
5. Types of traffic control devices were collected on state routes.
6. Staff assisted KYTC in updating the traffic model.

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Owensboro – Daviess County MPO

Program Element: 560-051: Safety Program

Funding Sources:

	<u>560-051</u>
FHWA - FTA	\$10,400
KYTC	\$650
Local	\$1,950
Total	\$13,000
Expenditure:	\$14,340
Percent Budget Spent:	110%
Percent Work Completed:	100%

Work Completed:

1. Staff prepared news releases for the “Stop Red Light Running Program”. Staff worked with the local law enforcement agencies to promote the program. Staff collected data indicating which intersections in Owensboro had the highest rate of red light violations. Staff worked with local law enforcement to patrol these intersections during the week of the blitz. The blitz has been held during the week of Thanksgiving.
2. Staff coordinated with local television and cable stations to sponsor the blitz with television and cable coverage. Newspaper advertisements were placed in the Messenger & Inquirer to notify the public of the blitz.
3. Staff attended numerous health fairs to promote seat belt usage, the dangers of drinking and driving, and speeding.
4. Staff prepared for the GRADD Regional Safety Fair, held in Owensboro. This program brought together police, fire, bike safety, emergency management, and safety experts to inform the public of the benefits of being prepared for emergencies. A bike rodeo was conducted for the youth of the MPO.
5. Staff identified several locations for low cost safety improvements.
6. Materials were purchased for giveaways at the safety and health fairs.
7. Staff attended several county fairs and local fairs to promote highway safety.

Local newspaper did not give the MPO the usual reduced rate for advertising the Regional Safety Fair this year.

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Owensboro – Daviess County MPO

Program Element: 560-055: Incident Management Planning

Funding Sources:

	<u>560-055</u>
FHWA - FTA	\$4,000
KYTC	\$250
Local	\$750
Total	\$5,000
Expenditure:	\$4,129
Percent Budget Spent:	83%
Percent Work Completed:	100%

Work Completed:

1. Staff contacted the Owensboro Police Department and Daviess County Sheriff Department and identified numerous locations that were in need of tree trimming, stop signs replaced and other signage needing repair.
2. Staff met with Owensboro City Police to discuss the possible need of updating the Incident Management Manual. It was determined that the Manual was still working and did not need updating.
3. Staff met with the Owensboro Police Department concerning the closure of Frederica Street (US 431) during the repair of the broken sewer line.

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Owensboro – Daviess County MPO

Program Element: 560-091/565-191: Spanish Outreach

Funding Sources:

	<u>560-091</u>	<u>565-191</u>
FHWA - FTA	\$6,000	\$4,960
KYTC	\$375	
Local	\$1,125	\$1,240
Total	\$7,500	\$6,200
Expenditure:	\$6,418	\$6,379
Percent Budget Spent:	86%	103%
Percent Work Completed:	100%	100%

Work Completed:

1. Staff has contacted several people that could provide alternative language for public meetings.
2. Staff has contacted people that could provide translations of MPO documents, when requested.
3. Staff contacted the local newspaper to determine if the newspaper has the capability of printing in other languages.

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Owensboro – Daviess County MPO

Program Element: 565-120: Socioeconomic & DBE Planning and Analysis

Funding Sources:

	<u>565-120</u>
FHWA - FTA	\$4,000
KYTC	
Local	\$1,000
Total	\$5,000
Expenditure:	\$5,825
Percent Budget Spent:	117%
Percent Work Completed:	100%

Work Completed:

1. Staff prepared the annual Disadvantaged Business Enterprise (DBE) report for FTA, as required, which outlines the financial commitment to the DBE program.
2. The draft DBE report was advertised for public comments. There were no public comments received.
3. Staff assisted the Owensboro Transit System (OTS) in identifying persons that could be prospects for the DBE program.
4. Staff prepared the semi-annual DBE report and submitted the report to FTA on time.
5. Staff met with the OTS manager to evaluate the goals and objectives concerning the DBE program.

Staff spent more time assisting OTS transit manager identifying possible prospects for the DBE program than anticipated.

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Owensboro – Daviess County MPO

Program Element: 565-125: Transit Planning for Elderly and Disabled Persons

Funding Sources:

	<u>565-125</u>
FHWA - FTA	\$4,000
KYTC	
Local	\$1,000
Total	\$5,000
Expenditure:	\$4,748
Percent Budget Spent:	95%
Percent Work Completed:	100%

Work Completed:

1. Staff worked with area FTA grantees to develop and submit the Coordinated Public Transit-Human Services Transportation Plan for the Green River region.
2. Staff assisted with the creation and submission of the Job-Access and Reverse Commute and New Freedom grants.
3. Staff assisted OTS with paratransit planning.
4. Staff attended the public meeting for the Job-Access Reverse Commute and New Freedom plan.
5. Staff assisted OTS in identifying areas that needs to be addressed to stay in compliance with ADA regulations.

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Owensboro – Daviess County MPO

Program Element: 510-000: Owensboro Transit Management Assistance

Funding Sources:

	<u>510-000</u>
FHWA - FTA	\$9,000
KYTC	
Local	\$9,000
Total	\$18,000
Expenditure:	\$18,026
Percent Budget Spent:	100%
Percent Work Completed:	100%

Work Completed:

1. Staff prepares and submits FTA progress reports on a monthly basis.
2. Staff prepares and submits financial drawdowns to FTA for reimbursements.
3. Staff assisted OTS with the Triennial review.
4. Assisted with developing script for a new bus video, to explain how to ride a transit bus.
5. Assisted OTS with changes to several transit routes.
6. Staff attended Kentuckians Public Transit Association (KPTA) board meetings, attended the KRTA Fall Mini Conference.
7. Assisted with determining the locations of new bus shelters. Staff assisted with writing specifications of the new bus shelters.
8. Staff updated the transit maps.
9. Staff attended the Citizens Transit Advisory Committee meeting.
10. Staff created 2008 FTA grant application in the TEAM system.
11. Staff attended CTAA national conference.
12. Staff assisted OTS in a meeting with city officials to discuss the future of the trolley.

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13. Staff wrote and advertised the 2008 charter notice and sent letters to appropriate charter providers in the area.
14. Staff made revisions to the TEAM to comply with the findings of the Triennial Review.
15. Staff provided general assistance to the OTS manager.

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Owensboro – Daviess County MPO

Program Element: 520-000: Technical Assistance to the City of Owensboro
and Daviess County

Funding Sources: 520-000

FHWA - FTA

KYTC

Local \$15,000

Total \$15,000

Expenditure: \$15,000

Percent Budget Spent: 100%

Percent Work Completed: 100%

Work Completed:

1. Staff attended various meetings to represent the MPO, Chamber of Commerce Transportation Committee, roundabout team meetings with KYTC, Planning and Zoning meetings.
2. Staff conducted several 12-hour traffic counts for traffic signal warrants.
3. Staff conducted several traffic counts:
 - a. 4-way stop warrants
 - b. subdivision traffic flow counts
 - c. speed limit warrants
4. Staff assisted the city on railroad crossings attempting to get CSX to repair the crossing.
5. Assisted the Planning and Zoning on various issues relating to access management, turn lane warrants, traffic counts, sidewalk/bike lane issues, addressed issues concerning traffic control devices in new developments.
6. Met with the general public concerning the US 60 Bypass Extension on many, many occasions.
7. Staff met with utility companies to discuss possible projects would affect utilities in the future.
8. Assisted the city and county with sign replacements.

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9. Staff attended several city commission and fiscal court meetings to represent the MPO on various highway projects.
10. Staff assisted with a study to relocate a portion of the proposed Outer Blvd, this was to provide relief for several new developments.
11. Staff attended a public meeting to assist fiscal court on a new proposed large subdivision on US 231. The issue for local citizens was access, and a possibility of increase in traffic volume.
12. Staff reviewed several traffic impacts studies for new developments. Staff prepared questions concerning the new developments.
13. Staff met with local officials concerning the new proposed \$500 million hospital to be located in eastern Daviess County.
14. Staff has answered many questions from Daviess County residents concerning the new US Bypass Extension, concerning when it will start, the location of project, when right-of-way purchase would start, if their house would be bought.

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Total Revenue and Expenditure Comparison

FHWA, KYTC, and Local

Element	Revenue	Expenditure
560-005	\$12,000	\$13,223
560-010	\$4,500	\$4,107
560-015	\$8,500	\$5,912
560-016	\$5,300	\$5,173
560-020	\$11,500	\$12,726
560-025	\$2,500	\$3,194
560-030	\$2,500	\$2,219
560-035	\$2,402	\$3,422
560-040	\$13,000	\$13,005
560-045	\$10,500	\$11,795
560-051	\$13,000	\$14,340
560-055	\$5,000	\$4,129
560-091	<u>\$7,500</u>	<u>\$6,418</u>
Totals	\$98,202	\$99,663
Per Cent Budge Spent	101%	

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FTA and Local

Element	Revenue	Expenditure
565-105	\$8,500	\$11,120
565-110	\$2,500	\$2,239
565-115	\$5,088	\$2,167
565-116	\$5,212	\$5,023
565-120	\$5,000	\$5,825
565-125	\$5,000	\$4,748
565-191	<u>\$6,200</u>	<u>\$6,379</u>
Total	\$37,500	\$37,501
Per Cent Budget Spent	100%	

Outside Contracts

Element	Revenue	Expenditure
510-000	\$18,000	\$18,026
520-000	<u>\$15,000</u>	<u>\$15,000</u>
Total	\$33,000	\$33,026
Per Cent Budget Spent	100%	

Total MPO	Revenue	Expenditure
	\$168,702	\$170,190
Per Cent Budget Spent	100%	

The amount over budget, \$1,488, is made up from local funding from the Green River Area Development District.