

**CORVALLIS AREA
METROPOLITAN PLANNING ORGANIZATION
(CAMPO)**



Fiscal Year 2006-2007

Unified Planning Work Program (UPWP)

Corvallis Area Metropolitan Planning Organization

CAMPO Policy Board

Alan Rowe	City of Adair Village
Betty Griffiths	City of Corvallis
Linda Modrell	County of Benton
Vivian Payne	Oregon Department of Transportation
Ken Schaudt	City of Philomath

Technical Advisory Committee

Edna Campau	City of Albany, Transit
John deTar	Oregon Department of Transportation
Roger Irvin	County of Benton
Jim Minard	City of Adair Village
Jim Mitchell	City of Corvallis
Satvinder Sandhu	Federal Highway Administration
Ned Conroy	Federal Transit Administration, Region X
Tom Ziomek	City of Philomath

RESOLUTION NO 06-01

**FOR THE PURPOSE OF APPROVING THE FY2006-2007
CORVALLIS AREA METROPOLITAN PLANNING ORGANIZATION'S
UNIFIED PLANNING WORK PROGRAM**

WHEREAS, the US Department of Commerce, Bureau of Census has declared that the cities of Corvallis, Philomath and Adair Village, and their adjoining areas in the County of Benton form an Urbanized Area, named the Corvallis Urbanized Area; and

WHEREAS, the US Department of Transportation and the Oregon Department of Transportation have designated representatives of the said areas, together with a representative of ODOT, as the Corvallis Area Metropolitan Planning Organization to carryout the Metropolitan Transportation Planning Process; and

WHEREAS, among the major requirements of the Metropolitan Transportation Planning Process is the development of an annual Unified Planning Work Program that delineates a working budget for the MPO's planning and programming activities over a fiscal year; and

WHEREAS, the Corvallis Metropolitan Planning Organization has developed a Unified Planning Work Program for FY2006-2007, in coordination with the US DOT and ODOT and in compliance with all applicable federal and state requirements.

WHEREAS, the City of Corvallis has agreed to provide 'in-kind' local match for the Section 5303 Funds applied by the MPO to partially cover the cost of its transportation planning activities in FY2006-2007;

NOW, THEREFORE, BE IT RESOLVED, that the Policy Board of the Corvallis Area MPO approves the Corvallis Area Unified Planning Work Program and its budget for FY2006-2007.

Dated this 21st day of April 2006

APPROVED:

By: _____
Betty Griffiths, Chair
Corvallis Area MPO

ATTESTED:

By: _____
Ali Bonakdar, Director
Corvallis Area MPO

INTRODUCTION

What is a Metropolitan Planning Organization?

A Metropolitan Planning Organization is an organization of local governments¹ in areas with a collective population of 50,000 or over, termed an Urbanized Area. As a condition for receiving federal transportation dollars, MPOs must have a *continuing, cooperative and comprehensive* transportation planning process in cooperation with the state. The MPOs are to cooperate with the state in developing transportation plans and programs for urbanized areas. This transportation planning process results in plans and programs consistent with the area's locally adopted comprehensive plans.

What is the Corvallis Area Metropolitan Planning Organization?

In 2002, the US Bureau of Census declared that the population of the Corvallis Urbanized Area, according to the 2000 Census, had reached 58,229. The Corvallis Urbanized Area consists of the cities of Corvallis, Philomath and Adair Village, as well as the abutting, densely inhabited portions of Benton County. As a result of surpassing the population criteria of 50,000, the area became eligible to form a Metropolitan Planning Organization for its transportation planning and programming activities. In December 2002, the Oregon Governor, in accordance with federal regulations, designated the Corvallis Area Metropolitan Planning Organization as a newly formed MPO in the State of Oregon. CAMPO is governed by a five-member Policy Board consisting of representatives of the cities of Corvallis, Philomath and Adair Village, the County of Benton and the Oregon Department of Transportation.

What is the Purpose of this Document?

The purpose of this document is to outline the transportation planning and programming activities of the Corvallis Area Metropolitan Planning Organization for the FY2006-2007. Funding for the MPO activities are made possible through the US Department of Transportation, Oregon Department of Transportation and the City of Corvallis.

The levels of efforts and the dollar amounts allocated to each activity are estimates at this time and may change with the consent of all parties involved.

Budget Assumptions

On August 10, 2005 the President signed into the law a transportation reauthorization act known as the Safe, Accountable, Flexible and Efficient Transportation Equity Act: a Legacy for Users (SAFETEA-LU). A provision of this Act, referred to as PL fund, provides transportation planning dollars for approximately 90 percent of the MPO's annual budget. A 10 percent local match is provided by the Oregon Department of Transportation. The City of Corvallis also provides in-kind match for the MPO's transit planning dollars. See the budget section of this document for a detailed account of the MPO's revenue and expenses. The annual budget for this document has been prepared based on the dollar amounts provided by the federal, state and local sources. The expenses are estimated by the Financial Department of the OCWCOG, the agency that provides administrative services to the MPO. The revenue stream is formalized through the signing of Intergovernmental Agreements with ODOT.

¹ Includes the Oregon Department of Transportation

Transportation Issues in the Corvallis Urbanized Area

The Corvallis Urbanized Area is home to a highly educated population, a great number of which is employed by three major employers in the area, the Oregon State University (OSU), Hewlett-Packard Company and the medical complex of Good Samaritan Regional Center and the Corvallis Clinic. The location of these major trip generators mostly defines the traffic patterns of the region. A large number of Corvallis workforce lives outside of the Urbanized Area as a considerable number of its residents work or shop in nearby cities, particularly in Salem and Albany. Traversing through the area, highways 34, 20 and 99W serve the commuting population as well as forming the area's principal arterials. These highways are also essential in the movement of forest products between the Oregon Coasts and the rest of the state.

Transportation decisions in the Urbanized Area are generally made with high regards for ecological and environmental issues, emphasis on Travel Demand Management techniques and the involvement of the general public. The area is marked with its rich network of pedestrian and bicycle facilities. As a result, a higher than average number of trips are made by bicycle. The Corvallis Transit System (CTS) provide transit services to a sizable segment of the population and especially to the OSU students.

A few major transportation projects needed in the area have long been identified in local plans. Examples of these are the replacement of the Van Buren Street Bridge, construction of a north bypass for OR34 and the extension of Circle Blvd to connect to Harrison Blvd. Environmental documentation and analysis (NEPA) for the replacement of the Van Buren Bridge is underway and efforts are being made to secure funding for this high priority project. Meanwhile, a few local transportation projects received funding earmarks in SAFETEA-LU. Other roadway extension projects are completed as new development projects emerge along the proposed alignments.

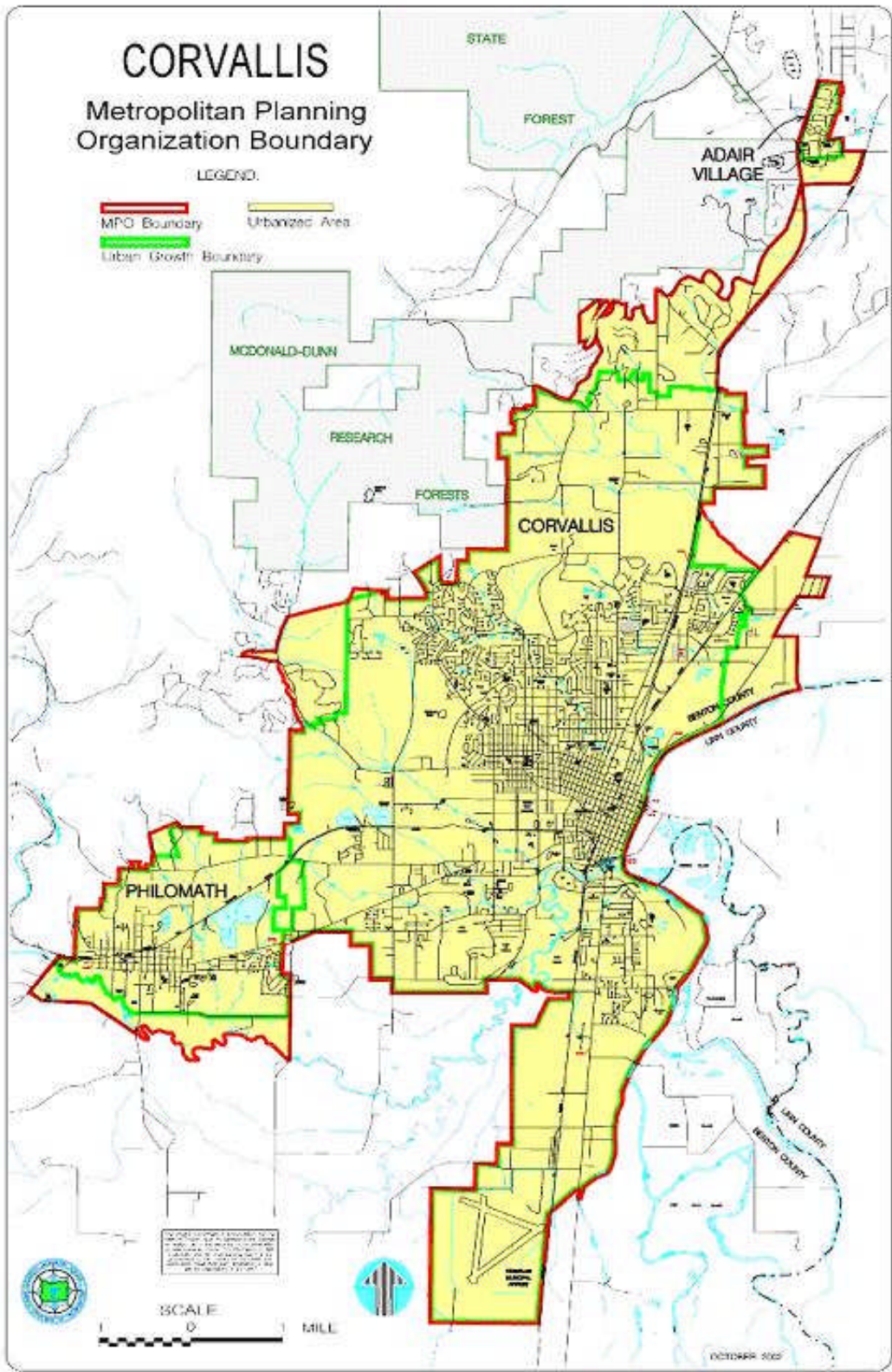
Demands have been expressed for the extension of transit services during evening hours and weekends, and also for a new route to the City of Adair Village, in the north. The requested additional services would impose an significant cost that could not be borne solely by the City of Corvallis. The local subsidy for transit services is currently supplied by a property tax levy in the City of Corvallis. Past efforts to establish a steady stream of revenue through the formation of a transit district have not been successful.

CORVALLIS

Metropolitan Planning Organization Boundary

LEGEND:

- MPO Boundary
- Urbanized Area
- Urban Growth Boundary



Task 1.0 – Program Management

Purpose

The purpose of this task is to provide management and administrative support for the MPO's planning and programming activities.

Components

Components of this task will include:

- 1.1. Administration – Compliance with federal and state requirements, staff attendance at statewide meetings, training and workshops, response to required paperwork and record keeping.
- 1.2. Unified Planning Work Program – Development of the FY2007-2008 Unified Planning Work Program and its approval. Development of MPO's Self Certification Process and its approval. Revisions to the 06-07 UPWP, as needed.
- 1.3. Accounting and Bookkeeping – Tracking projects, preparation and submittal of Quarterly Reports, budgeting and financial reports, preparation for the agency's financial audit.
- 1.4. Coordination – Coordination of the planning and programming activities of the MPO with the Policy Board, Technical Advisory Committee and other stakeholders. Coordination of planning and programming activities with planning officials, economic development agencies, environmental protection agencies and airport operations staff. Collaboration with freight haulers to better determine freight movement needs in the CAMPO planning area.
- 1.5. Public Involvement – General public outreach efforts; public education; implementation of the CAMPO's Public Involvement Process; compliance with requirements of Environmental Justice.
- 1.6. Supervision of Staff – Supervising and providing guidelines to the MPO staff.

Product

A well managed MPO operation.

Staff Effort and Cost

% of MPO's Work	PL Fund	State Fund	Total PL	Section 5303	Grand Total
25	\$57,588	\$6,591	\$64,180	\$3,024	\$67,204

Task 2.0 - Metropolitan Transportation Plan

Purpose

The purpose of this task is to develop a long range transportation plan for the Corvallis Urbanized Area, called Corvallis Area Metropolitan Transportation Plan: Destination 2030. The transportation plan will be developed through an extensive public involvement and in full compliance with the new requirements of the SAFETEA-LU and the Oregon Transportation Planning Rule, as amended.

In FY05-06 the vision and goals for the MTP were finalized and adopted. An inventory of the existing transportation facilities in the area was developed by a consultant under contract with ODOT, Region 2 to be included in the plan as the Existing Transportation Conditions. Five Transportation System Alternatives were developed and adopted by the Policy Board for comparative evaluation. Staff has been working with ODOT's Transportation Planning Analysis Unit to convert each of the five transportation system alternatives into a set of variables recognized by the travel demand model. Additionally, several other chapters of the transportation plan have been drafted.

A data base was developed to maintain and manage information on condition of roadway pavements in the Urbanized Area. In an agreement by the MPO member jurisdictions, the Pavement Management System is housed at the Benton County Public Works Department's GIS Section. The data is used in prioritization of projects for funding under STP.

It is the intention of CAMPO to develop the Metropolitan Transportation Plan in compliance with the requirements of SAFETEA-LU, to the extent that is possible. Additional efforts to bring the plan to full compliance with the new Act may be required after the adoption of the Plan in September 2006 and prior to the deadline of July 1, 2007.

Components

Continued work under this task in FY2006-2007 will include:

- 2.1. Address Requirements - Develop chapters on transportation issues required to be addressed by federal and state regulations.
- 2.2. Development of Recommendations – Develop policies and projects for the Transportation Plan based on the outcome of the needs assessment, system alternative analysis and analysis of the travel demand model output.
- 2.3. Development of Financial Plan – Develop a financial plan for the implementation of recommended transportation projects. Estimate costs and forecast revenues, modify recommendations to match reasonably expected revenues and demonstrate that the Transportation Plan is financially constrained.
- 2.4. Public Involvement – CAMPO has developed a Public Involvement Framework for its transportation planning and programming activities. Adequate public involvement opportunities were provided to the public to comment on the document and a 45-day commenting period on the Framework was held. Per the requirement of the Framework,

a Special Public Involvement Plan was prepared and adopted for the development of the Metropolitan Transportation Plan. In compliance with these documents CAMPO intends to hold public involvement meetings to provide information and seek input on the Transportation Plan. Review public input with the Ad hoc Committee and present to the TAC and the Policy Board.

- 2.5. Revisions – Revise policies and recommendations in response to the outcome of public involvement and technical reviews.
- 2.6. Approval Process – Work with the MPO Policy Committee and Technical Advisory Committee to refine and approve the plan by the end of September to satisfy federal requirements.

Product

The *Corvallis Area Metropolitan Transportation Plan: Destination 2030* document.

Staff Effort and Cost

% of MPO's Work	PL Fund	State Fund	Total PL	Section 5303	Grand Total
35	\$81,046	\$9,276	\$90,322	\$3,763	\$94,085

Task 3.0 Transportation Improvement Program

Purpose

The purpose of this task is to develop a Transportation Improvement Program (TIP) for the Corvallis Urbanized Area and submit the MPO's priority projects to ODOT for inclusion in the Statewide Transportation Improvement Program. In addition CAMPO communicates funding availability with member jurisdictions and coordinates project implementation.

CAMPO has developed prioritization criteria for funding candidate projects under STP. In 2005 CAMPO developed the FY06-09 Corvallis Area TIP. The TIP was incorporated into the FY2006-2009 STIP.

Components

Efforts under this task in FY2006-2007 will include:

- 3.1. Development of FY08-011 TIP
- 3.2. Funding prioritization of candidate projects
- 3.3. Amendments of the existing TIP(s) as a result of changes to the MPO's priorities or changes to the STIP.
- 3.4. Assistance with implementation of projects.
- 3.5. Communication of funding availability and related issues.

Product

FY2008-2011 Corvallis Area MTIP.

Staff Effort and Cost

% of MPO's Work	PL Fund	State Fund	Total PL	Section 5303	Grand Total
10	\$21,709	\$2,485	\$24,193	\$2,688	\$26,882

Task 4.0 Travel Demand Modeling

Purpose

The purpose of this task is to collaborate with the Oregon Department of Transportation, Transportation Planning Analysis Unit (TPAU) in the development of a travel demand model for the Corvallis Urbanized Area. The model will be utilized in the development of the Corvallis Area Metropolitan Transportation Plan, particularly, in analyzing various transportation system scenarios and identifying future deficiencies in the system.

In FY05-06 the MPO worked with TPAU on development of demographic and land use projections for years 2010, 2020 and 2030 and the conversion of the transportation system alternatives into recognizable measures by the travel demand model.

Components

Efforts under this task in FY06-07 will include:

- 4.1. Working with TPAU to evaluate scenarios possibly emerged from the revision of the plan.
- 4.2. Training of the MPO staff by TPAU on utilization of the Corvallis Area Travel Demand Model.
- 4.3. Working with TPAU to perform modeling services warranted as a result of land use development proposals.
- 4.4. Providing local data and transportation updates to TPAU for the upkeep and maintenance of the model.
- 4.5. Participating in the meetings of the Oregon Modeling Steering Committee and the Technical Committee.

Product

A Travel Demand Model for the Corvallis Urbanized Area Transportation System.

Staff Effort and Cost

% of MPO's Work	PL Fund	State Fund	Total PL	Section 5303	Grand Total
10	\$21,735	\$2,488	\$24,223	\$2,658	\$26,882

Task 5.0 Transit Planning

Purpose

The purpose of this task is to provide planning and programming assistance to the Corvallis Urbanized Area's transit systems. These systems includes all providers of transit services that receive public funds, such as the Corvallis Transit System, the Philomath Connector service, Benton County's Special Transportation Fund (STF) program, and, to a lesser extent, the Linn-Benton Loop.

The City of Corvallis is contributing 'in-kind' match for the transit planning dollars (FTA's Section 5303) in this task.

In FY04-05 the MPO provided financial assistance for the updating of the Corvallis Transit Master Plan. In FY05-06 staff reviewed the Corvallis Transit Master Plan Update and provided comments. Staff regularly participates in the meetings of the Citizen Advisory Commission on Transit. Additional planning and programming assistance to CTS will be provided prior to the end of this FY.

Components

Efforts under this task will include:

- 5.1 Plan Development - MPO staff will assist CTS and local governments to develop a Human Service Plan in compliance with the requirements of SAFETEA-LU.
- 5.2 Programming - MPO staff will assist CTS with programming of transit projects, identification of new funding sources (and programs) and tracking of funded transit projects.
- 5.3 Compliance - MPO staff will assist CTS to comply with the requirements of SAFETEA-LU.
- 5.4 Planning Coordination – MPO staff will coordinate transit planning within the Urbanized Area.

Product

Coordinated transit service within the Urbanized Area, to the extent possible.
Inclusion of transit service in transportation decision making process
Provision of financial and operational information

Staff Effort and Cost

% of MPO's Work	PL Fund	State Fund	In-kind Match	Section 5303	Grand Total
16	-	-	-	\$43,010	\$43,010

Task 6.0 Transportation Project Coordination

Purpose

The purpose of this task is to coordinate ODOT's transportation projects and studies with the MPO Policy Board, the Technical Advisory Committee, stakeholders and the public.

Components

Examples of these types of projects are:

- 6.1 US-20, Philomath Couplet
- 6.2 OR 34: Van Buren Bridge
- 6.3 Other transportation projects impacting the Urbanized Area, as necessary.

Product

Coordinated transportation projects, informed local officials and technical staff.

Staff Effort and Cost

% of MPO's Work	PL Fund	State Fund	Total PL	Section 5303	Grand Total
4	\$9,648	\$1,104	\$10,753	-	\$10,753

FY 07 UPWP

BUDGET*

* All dollar figures in the following tables are based on the current best and reasonable estimates of anticipated revenue and costs.

FY2007 Revenue

Source	Amount
PL	
Federal	\$ 159,963
State	\$ 18,308
Total	\$ 178,271
Section 5303	
Federal	\$ 38,835
In-Kind	\$ 9,709
Total	\$ 48,544
Total Federal & State Cash	\$ 217,106
Total PL & Transit	\$ 226,815
Carryover	
PL Fund	\$ 23,400
Section 5303	\$ 6,600
Total Carryover	\$ 30,000
Anticipated Grants	\$ 12,000
Total Cash (New and Old)	\$ 259,106
Grand Total (Including Carryover and In-Kind)	\$ 268,815

Distribution of Funds By Percentage

Task No.	Task Title	Percent of Effort	Share of the Task		Share of the UPWP	
			% Roadway Planning	% Transit Planning	% PL Funds	% Transit Funds
1.0	Program Management	25%	96%	5%	23.88%	1.13%
2.0	Regional Transportation Plan	35%	96%	4%	33.60%	1.40%
3.0	TIP	10%	90%	10%	9.00%	1.00%
4.0	Travel Demand Model	10%	90%	10%	9.01%	0.99%
5.0	Transit Planning	16%	0%	100%	0.00%	16.00%
6.0	Transp. Project Coordination	4%	100%	0%	4.00%	0.00%
Total		100.00%			79.486%	20.514%

Distribution of Funds by \$ Amount

Task No.	Task Title	PL Funds	Transit Funds	Total
1.0	Program Management	\$ 64,180	\$ 3,024	\$ 67,204
2.0	Regional Transportation Plan	\$ 90,322	\$ 3,763	\$ 94,085
3.0	TIP	\$ 24,193	\$ 2,688	\$ 26,882
4.0	Travel Demand Model	\$ 24,223	\$ 2,658	\$ 26,882
5.0	Transit Planning	\$ -	\$ 43,010	\$ 43,010
6.0	Transp. Project Coordination	\$ 10,753	\$ -	\$ 10,753
Total		\$ 213,671	\$ 55,144	\$ 268,815

FY2007**Allocation of Funds to Tasks**

Task No.	Task Title	PL Funds			5303	Grand Total
		Federal (89.73%)	State (10.27%)	Total PL Funds	Including In-Kind	
1.0	Program Management	\$ 57,588	\$ 6,591	\$ 64,180	\$ 3,024	\$ 67,204
2.0	Regional Transportation Plan	\$ 81,046	\$ 9,276	\$ 90,322	\$ 3,763	\$ 94,085
3.0	TIP	\$ 21,709	\$ 2,485	\$ 24,193	\$ 2,688	\$ 26,882
4.0	Travel Demand Model	\$ 21,735	\$ 2,488	\$ 24,223	\$ 2,658	\$ 26,882
5.0	Transit Planning	\$ -	\$ -	\$ -	\$ 43,010	\$ 43,010
6.0	Transp. Project Coordination	\$ 9,648	\$ 1,104	\$ 10,753	\$ -	\$ 10,753
Total		\$ 191,727	\$21,944	\$ 213,671	\$ 55,144	\$268,815

FY2007 Expenses

Total Expenses			FTA Section 5303	
Cost	Amount	Percent	Federal	In-Kind
Personnel	\$ (198,263)	76.2%	\$ 29,608.96	\$ 7,402.43
Board/Comm/Meeting Expenses	\$ (1,200)	0.5%	\$ 179.21	\$ 44.80
CED Administration	\$ (19,695)	7.6%	\$ 2,941.29	\$ 735.34
Contingency	\$ (2,000)	0.8%	\$ 298.68	\$ 74.67
Copying	\$ (460)	0.2%	\$ 68.70	\$ 17.17
Dues/Memberships	\$ (1,200)	0.5%	\$ 179.21	\$ 44.80
Finance Indirect	\$ (7,538)	2.9%	\$ 1,125.74	\$ 281.44
Indirect Expense	\$ (9,098)	3.5%	\$ 1,358.71	\$ 339.69
Legal Services	\$ (200)	0.1%	\$ 29.87	\$ 7.47
Postage	\$ (200)	0.1%	\$ 29.87	\$ 7.47
Printing	\$ (2,000)	0.8%	\$ 298.68	\$ 74.67
Rent	\$ (6,500)	2.5%	\$ 970.72	\$ 242.69
Supplies	\$ (500)	0.2%	\$ 74.67	\$ 18.67
Technology Group	\$ (6,587)	2.5%	\$ 983.71	\$ 245.93
Telephone	\$ (2,000)	0.8%	\$ 298.68	\$ 74.67
Training	\$ (1,000)	0.4%	\$ 149.34	\$ 37.34
Travel	\$ (1,600)	0.6%	\$ 238.95	\$ 59.74
Total Materials & Supplies	\$ (61,778)	23.8%	\$ 9,226.04	\$ 2,306.57
Grand Total	\$ (260,041)	100.0%	\$ 38,835	\$ 9,709

Corvallis Area Metropolitan Planning Organization

FY2007 Revenue

Source	Amount
PL	
Federal	\$ 159,963
State	\$ 18,308
Total	\$ 178,271
Section 5303	
Federal	\$ 38,835
In-Kind	\$ 9,709
Total	\$ 48,544
Total Federal & State Cash	\$ 217,106
Total PL & Transit	\$ 226,815
Carryover	
PL Fund	\$ 23,400
Section 5303	\$ 6,600
Total Carryover	\$ 30,000
Anticipated Grants	\$ 12,000
Total Cash (New and Old)	\$ 259,106
Grand Total (Including Carryover and In-Kind)	\$ 268,815

FY2007 Expenses

Cost	Amount	Percent
Personnel	\$ (198,263)	76.5%
Board/Comm/Meeting Expenses	\$ (1,200)	0.5%
CED Administration	\$ (19,695)	7.6%
Contingency	\$ (1,065)	0.4%
Copying	\$ (460)	0.2%
Dues/Memberships	\$ (1,200)	0.5%
Finance Indirect	\$ (7,538)	2.9%
Indirect Expense	\$ (9,098)	3.5%
Legal Services	\$ (200)	0.1%
Postage	\$ (200)	0.1%
Printing	\$ (2,000)	0.8%
Rent	\$ (6,500)	2.5%
Supplies	\$ (500)	0.2%
Technology Group	\$ (6,587)	2.5%
Telephone	\$ (2,000)	0.8%
Training	\$ (1,000)	0.4%
Travel	\$ (1,600)	0.6%
Total Materials & Supplies	\$ (60,843)	23.5%
Grand Total	\$ (259,106)	100.0%