

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



**Fiscal Year 2011-2012**

**Unified Planning Work Program (UPWP)**

**Approved by the CAMPO Policy Board on March 18, 2011**

# **Corvallis Area Metropolitan Planning Organization**

## **Policy Board**

Hal Brauner	City of Corvallis
Bill Currier	City of Adair Village
Linda Modrell (Chair)	County of Benton
Vivian Payne	Oregon Department of Transportation
Ken Schaudt	City of Philomath

## **Technical Advisory Committee (TAC)**

John deTar	Oregon Department of Transportation
Drew Foster	City of Adair Village
Chris Bailey	City of Albany Transit System
Roger Irvin	County of Benton
Randy Kugler	City of Philomath
Jim Mitchell	City of Corvallis

## **TAC Ex-Officio Members**

US Federal Highway Administration (FHWA), Oregon Division  
US Federal Transit Administration (FTA), Region X  
Oregon Department of Land Conservation and Development (DLCDD)  
Oregon Department of Environmental Quality (DEQ)  
Oregon Division of State Lands (DSL)

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**RESOLUTION NO. 11-02**

**FOR THE PURPOSE OF APPROVING THE FY2011-2012 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 (MPO) to carry out 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 FY2011-2012, in coordination with the US DOT and ODOT and in compliance with all applicable federal and state requirements; and

**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 FY2011-2012;

**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 FY2011-2012.

**Dated** this 18th Day of March 2011

**APPROVED:**

**By:**

\_\_\_\_\_  
**Linda Modrell, Chair**  
Corvallis Area MPO

**ATTESTED:**

**By:**

\_\_\_\_\_  
**Ali Bonakdar, Director**  
Corvallis Area MPO



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## INTRODUCTION

### **What is a Metropolitan Planning Organization?**

A Metropolitan Planning Organization is an organization of local governments designated per USC 23, 123 & 450 to provide transportation planning and programming in areas with a collective population of 50,000 or over, termed as 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 their state Department of Transportation. The MPOs are responsible for development of a Regional Transportation Plan (RTP), development of a Transportation Improvement Program (TIP) and development of a Unified Planning Work Program (UPWP). The MPO's planning and programming activities are consistent with the area's locally adopted transportation and land use plans.

### **What is the Corvallis Area Metropolitan Planning Organization?**

The US Bureau of Census in 2002 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 densely populated portions of Benton County adjacent to those cities. As a result of surpassing the population criterion of 50,000, the Oregon Governor in December 2002 designated a coalition of local governments and ODOT as the Corvallis Area Metropolitan Planning Organization (CAMPO).

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. The Policy Board operates according to the adopted Operating Guidelines.

CAMPO's Technical Advisory Committee (TAC) is made up of professional staff of the above entities, ODOT Regional Planner and a representative from the Albany Transit System. Representatives of relevant federal and other state agencies have ex-officio status on TAC. The TAC reviews material and provides recommendations to the Policy Board.

The Oregon Cascades West Council of Governments, under a contract, provides administrative services and staffing to CAMPO.

The City of Corvallis is the owner of the Corvallis Transit System and their representation on the MPO Policy Board also represents the interests of the transit system.

### **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 FY2011-2012. Funding for the MPO activities is made possible through the US Department of Transportation, Oregon Department of Transportation (ODOT) and the City of Corvallis.

It is noteworthy that the levels of efforts and dollar amounts allocated to each activity in this document represent the best estimates at this time and may change with the consent of all parties involved.

### **Development of Transportation Planning Tasks**

In 2006 and 2007, at the request of the Policy Board, staff developed a list of priority transportation planning tasks for the next three years. The list included planning activities requested by the Policy Board, processes required by federal and state transportation planning regulations, tasks warranted for the operation of the MPO and tasks (studies) requested by the public during the public participation process of the Metropolitan Transportation Plan. The Technical Advisory Committee (TAC) held a workshop on reviewing and evaluating these tasks. The outcome of this workshop was reviewed by the Policy Board as the priorities of the MPO over the next three years. The tasks contained in this document are consistent with the final priority list reviewed by the MPO Policy Board and the TAC.

Additionally prior to the preparation of this document, staff requested priority tasks from member jurisdictions for inclusion in the FY12 Work Program.

This document was developed based on the priorities adopted in 2006 and 2007 and the input received from member jurisdictions in 2011.

### **Summary Status of CAMPO's Transportation Planning Activities**

Since its inception in December 2002, the MPO has developed:

- Intergovernmental Agreements between ODOT and the Policy Board on the formation of MPO
- Intergovernmental Agreements between MPO and local governments
- Intergovernmental Agreements between MPO and the Oregon Cascades West Council of Governments (OCWCOG).
- MPO-ACT Coordination Protocol
- MPO Identity Logo and Letterhead
- MPO Area Boundary Definition
- MPO Area Functional Classification Map
- Public Involvement Framework
- Annual UPWP and Budget
- Biennial Transportation Improvement Program (TIP)
- Annual Self Certification Process document
- Public Involvement Framework
- Special Public Involvement Plan for the development of the Corvallis Area Metropolitan Transportation Plan
- Corvallis Area Metropolitan Transportation Plan: Destination 2030
- Addendum to the Corvallis Area Metropolitan Transportation Plan in compliance with Requirements of Safe, Accountable, Flexible, Efficient Transportation Equity Act – a Legacy for Users (SAFETEA-LU).

- Funding Prioritization Criteria for project selection
- Financing of the Corvallis Transit Master Plan
- Coordination of transportation planning and programming with ODOT
- Coordination of transportation planning and programming with local governments
- MPO Operation Handbook
- Coordination of transit services within the MPO and MPO with the neighboring area
- 9<sup>th</sup> Street Improvement Plan
- CAMPO's Title VI and Environmental Justice Plan

### **Status of Regional Transportation Plan**

CAMPO developed its first Regional Transportation Plan (RTP) for the Corvallis Area MPO in 2004 through 2006. *The Corvallis Area Metropolitan Transportation Plan: Destination 2030* was approved by the MPO Policy Board in September 2006. The RTP was developed consistent with the existing land use and transportation plans and with the participation of the public. The RTP outlines transportation improvements for all modes of transportation over the next 20 years. A financial plan was developed for the RTP in compliance with the requirements of Financially Constrained plans and programs. The signing of the SAFETEA-LU by the President in August 2005 promulgated new transportation planning requirements applicable to the development of RTPs. In 2007 the MPO amended its RTP to include the additional planning efforts required by the enactment of SAFETEA-LU. The RTP is in compliance with the requirements of Metropolitan Transportation Planning rules.

### **9<sup>th</sup> Street Improvement Plan**

In 2007 the MPO applied for a TGM Project to improve 9<sup>th</sup> Street, from Polk to Elk Dr. The 9<sup>th</sup> Street Improvement Plan was developed under the guides of a Project Advisory Committee. The recommendations of the Plan incorporated a great deal of public input gained through the project's extended public outreach efforts. The Plan included recommendations to improve all modes of transportation. The final 9<sup>th</sup> Street Improvement Plan was adopted by the CAMPO Policy Board in 2009 and was accepted by the Corvallis City Council in 2010.

### **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 ODOT. The City of Corvallis also provides in-kind match for the MPO's transit planning dollars (FTA Section 5303). Additionally, the MPO budgets for FY09 and FY10 have relied on a supplemental fund from the State of Oregon's Transportation and Growth Management (TGM) Program. In the past three years, the 9th Street TGM project has helped retaining a part-time MPO staff. It is anticipated that the accumulated carryover funds from the past three years and the prospect of a new Safety Plan project will enable the organization to increase the employment hours of this staff.

The annual budget for this document has been prepared based on the latest information available at the time of developing the document, as provided by the federal, state and local governments.

The MPO has also developed a proposal for the development of a Safety Plan in FY12. The Safety Plan budget is shown in this document as a placeholder. The budget section of this document provides a detailed account of the MPO's revenue and expenses for FY12.

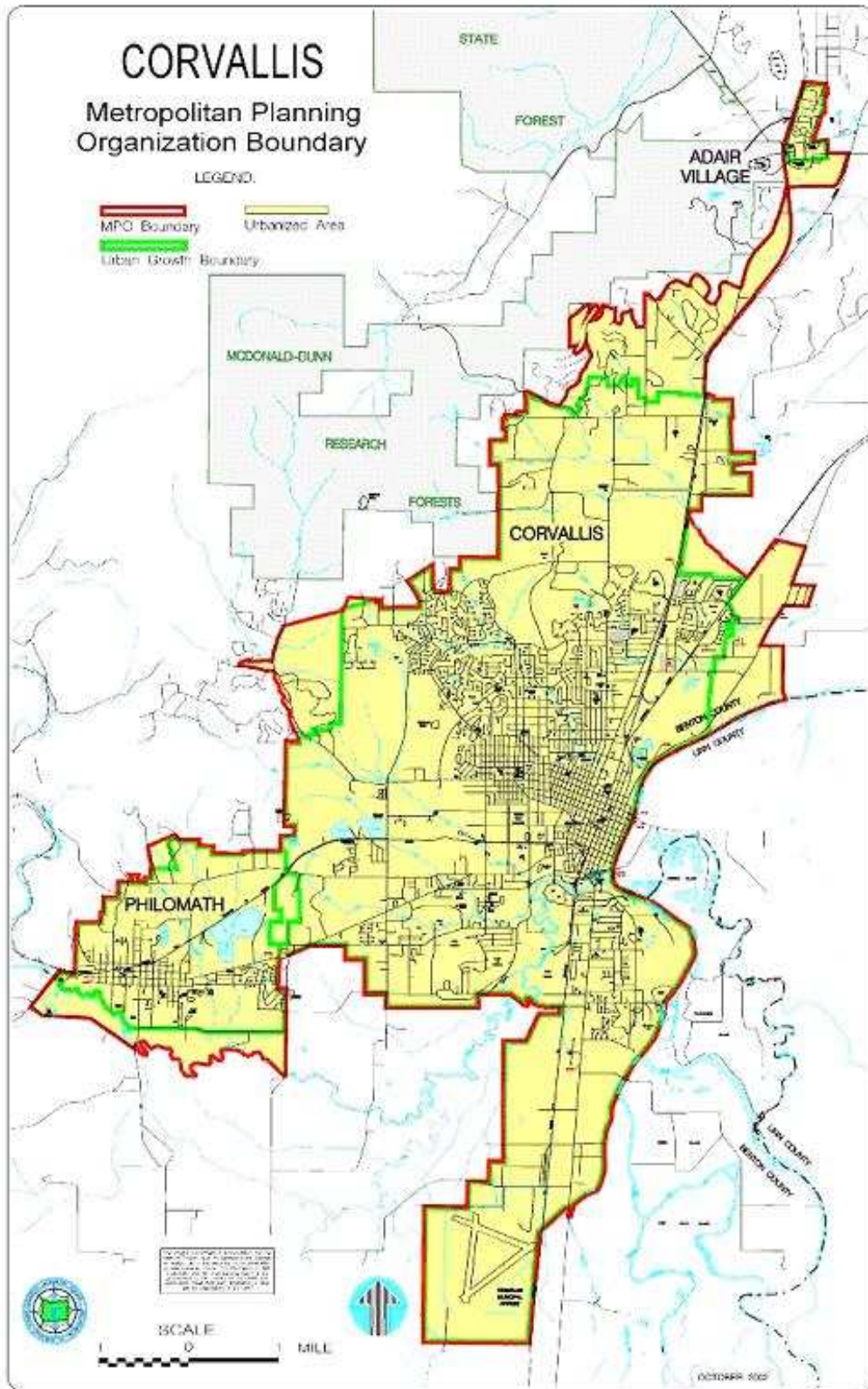
### **Public Participation**

It is a goal of CAMPO to gain the maximum possible public input into its transportation planning and programming activities. To this end the agency has developed and formally adopted a **Public Involvement Framework** that outlines strategies and efforts that are conducted in association with the tasks in the Work Program. A copy of the CAMPO's Public Involvement Framework is posted at the CAMPO's Website: [www.corvallisareampo.org](http://www.corvallisareampo.org).

The Framework requires two different types of public outreach for the MPO's transportation planning and programming activities. Major activities such as the development and updating of the Metropolitan Transportation Plan require development of specially designed public outreach efforts. The specially designed document will undergo formal adoption by the Policy Board prior to its implementation. Other activities such as the development of the Transportation Improvement Program follow a prescribed set of procedures which may include:

- Holding a public comment period
- Holding a public meeting
- Posting announcement of the meeting and all relevant material on the website
- Advertising the public comment period and the public meeting in the newspapers and other media
- Collecting comments for review by the Policy Board prior to their decision making
- Responding to the comments
- Holding a permanent spot on the agenda of the Policy Board meetings for the public to provide comments.

In 2010 CAMPO updated its Public Involvement Framework and developed a Public Involvement Plan for the Updating of its RTP. These documents were adopted by the CAMPO Policy Board after meeting all federal requirements that apply to the adoption of such documents.



## **Task 100 – Program Management**

### **Purpose**

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

### **110 – MPO Operation**

The administration of the MPO operation and MPO office will include:

111. Working with the MPO Policy Board and the Technical Advisory Committee to meet the transportation planning and programming needs of the MPO Area.
112. Holding of monthly meetings of the Policy Board and the Technical Advisory Committee.
113. Supervising staff.
114. Attending trainings, transportation-related conferences, and statewide and local transportation-related meetings that are consistent with the use of planning dollars.
115. Coordinating the MPO's planning and programming activities with local planning officials, economic development agencies, environmental protection agencies, airport and transit providers, ODOT, FHWA, and FTA.
116. Involving the public in transportation planning and programming activities; public education; implementation of the CAMPO's Public Participation Process.
117. Coordination of MPO's transportation planning and programming with the Cascades West Area Commission on Transportation (CWACT).

### **Product**

A well managed MPO operation.

### **120 – Development of MPO Work Program, Budget and Title VI Plan**

Activities under this item will include:

121. Development of the FY13 Unified Planning Work program and its approval.
122. Development of the FY13 MPO operation budget and its approval.
123. Development of the FY13 Self Certification Process Document and its approval.
124. Amendment of the FY12 Unified Planning Work Program for changes to both narratives and the budget.
125. Continue working on and implement CAMPO's Title VI Plan.

**Product**

An FY13 UPWP and a Self Certification document by March 2012. The amending of FY12UPWP and the budget will be as warranted.

**130 – MPO Administration**

Activities under this item will include:

- 131. Maintenance of the MPO records and response to required paperwork.
- 132. Accounting and bookkeeping.
- 133. Preparation and submittal of Quarterly Reports.
- 134. Preparation of the agency’s financial audit.
- 135. Upkeep and maintenance of the agency’s website.
- 136. Attending organizational and personnel-related meetings.

**Product**

Compliance with federal and state transportation planning regulations. This task is ongoing.

**Estimated Completion Schedule**

<b>Subtask</b>	<b>Estimated Schedule</b>
<b>110 - MPO Operation</b>	
111 – Working w/ Policy Board	Ongoing
112 – Holding Monthly Meetings	Ongoing
113 – Staff Supervision	Ongoing
114 – Attending Training, Conferences	Ongoing
115 – Transp. Planning coordination	Ongoing
116 – Public Outreach/Education	Ongoing
117 – Coordination with CWACT	Ongoing

<b>120 - Development of MPO Work Program, Budget and Title VI Plan</b>	
121 – UPWP Development	Feb. 2012
122 – Budget Development	Jan, Feb. 2012
123 – Self Cert Development	Feb. 2012
124 – Amendments	As Needed
125 – Title VI	1 <sup>st</sup> Q of FY12

<b>130 - MPO Operation Administration</b>	
131 – Records	Ongoing
132 – Accounting	Ongoing
133 – Quarterly Report	Every 3 Months
134 – Financial Audit	Once a year
135 – Website Maintenance	Ongoing
136 – Organizational Matters	Ongoing

**Staff Effort and Cost**

**100 - Program Management**

<b>% of UPWP (Annual Work)</b>	<b>Federal PL Fund</b>	<b>ODOT Match (Local)</b>	<b>Total PL</b>
30.%	\$79,078	\$90,51	88,129

## **Task 200 – Long Range Transportation Planning**

### **Purpose**

The purpose of this task is continuous long-range transportation planning for the Corvallis Urbanized Area. Components of this task are:

### **210 - Transportation Plan Update**

The MPO developed the Corvallis Area Metropolitan Transportation Plan: Destination 2030 during FY04, FY05 and FY06. The MPO Policy Board adopted this long-range transportation plan on September 29, 2006. In FY08 the Plan was enhanced to meet the requirements of SAFETEA-LU. Compliance with requirements of SAFETEA-LU was demonstrated in an Addendum to the Metropolitan Transportation Plan that was adopted by the Policy Board in June 2007. Federal regulations require that this document be updated by September 2011.

In FY 2010 CAMPO began the updating process of Destination 2030. In reviewing the scope of work, the Policy Board and the TAC concurred that the update process should focus on transportation issues that have been elevated to national and state levels since the adoption of Destination 2030. Examples of these are the issue of Sustainability, Greenhouse Gases (GHG), energy conservation and the Least Cost Planning. The document will be updated as the Corvallis Area Metropolitan Transportation Plan: Destination 2035.

To date the following elements of this task have been completed:

- Development of a scope of work
- Development of Visions and Goals
- Development of a completion timetable
- Development of an organizational structure.
- Development of a special Public Involvement Plan for the Update
- Inventory of the Existing Transportation Conditions
- Updating of the Existing Transportation Conditions
- Greenhouse Gas Emission – staff actively participated in the Oregon Sustainable Transportation Initiative (OSTI) by ODOT and the DLCDD's effort on Target Rulemaking and Scenario Planning. These efforts are intended to delineate procedures for MPOs and State to reduce GHG emissions.
- Updating of the MPO's Functional Classification Map and the boundary of the MPO Planning Area are currently underway
- Collaboration with ODOT and the consultant for the development of the Central Willamette Regional ITS Architecture Plan.

CAMPO's FY12 activities under this task will include:

211. Development of the policy recommendations of the Transportation Plan. Policy recommendations will be developed to address:
  - a. Sustainability issue
  - b. Greenhouse Gas Emission Reduction

- c. Energy conservation
  - d. Environmental protection
  - e. Least Cost Planning
  - f. Electric Vehicles
  - g. Parking
212. Identification of project needs. Transportation projects of all modes needed for inclusion in the Transportation Plan will be identified by the Corvallis Travel Demand Model and the TAC.
213. Transportation Project Alternative Analysis. The impacts of needed projects will be analyzed and preferred alternatives will be determined.
214. Prepare draft Corvallis Area Metropolitan Transportation Plan: Destination 2035.
215. Public Outreach. Two additional public meetings will be held on the Transportation Plan Update prior to its adoption by the Policy Board. A public meeting will be held to present the recommendations of the Plan Update to the public and gain their feedback; another public meeting will be held following the completion of the draft Plan Update and prior to its adoption. The Webpage on the Plan Update will be maintained.
216. Adoption of the Corvallis Area Metropolitan Transportation Plan: Destination 2035. The Transportation Plan Update will be adopted by the CAMPO Policy Board. Copies of the Plan Update will be disseminated to local jurisdictions and libraries.

**Product**

An Adopted Corvallis Area Metropolitan Transportation Plan: Destination 2035  
 An up-to-date Functional Classification Map

**220 – Census Data Analysis**

Some results of the 2010 Census are currently being released, and the Urban Areas delineations will be released in 2012. Census data are critical to the MPO’s transportation planning and programming activities. In FY 2011 the American Community Survey (ACS) data and the Portland State University Certified Population Estimates were extracted and used for the Transportation Plan Update.

Activities under this task will include:

- 221. Extraction and formatting of 2010 Census data on transportation related issues for the MPO Area and jurisdictions within the MPO Area.
- 222. Review of Urbanized Area data for Corvallis and Albany and analysis of the impacts.

**Product**

Up-to-date Census Transportation Data  
Up-to-date Urbanized Area Boundary

**230 - Travel Demand Forecasting Model**

The Alternative Analysis work of the Metropolitan Transportation Plan relied heavily on the Travel Demand Forecasting Model. In FY08 and FY09 the Model was used for the alternative analysis of the Van Buren Bridge and the North Bypass Project. Additionally, the capacity analysis of selected intersections by ODOT used the travel model output to post process the performance of intersections in Years 2010, 2020 and 2030.

CAMPO and ODOT's Transportation Planning Analysis Unit (TPAU) have signed an Intergovernmental Agreement (IGA) that will cover CAMPO's transportation modeling needs for FY2011. This IGA will be renewed for the FY2012 to cover the following task:

- 231. Updating CAMPO's Travel Demand Model with the outcome of Census 2010. This will include the updating of the TAZ boundaries and attributes.

**Product**

Updated Model with the latest Census Data

**240 – Other Long Range Planning Activities**

Activities will include:

- 241. Regional Railroad. Efforts will be made to promote the enhancement of railroad services that affect movement of freight and people within the MPO Area.
- 242. Staff Education. Staff will remain abreast of issues related to GHG, Transportation Act and budget, Sustainability, High Speed Rail, Practical Design and Least Cost Planning.

**Product**

A comprehensive approach to planning issues affecting the MPO Area

**Estimated Completion Schedule**

<b>Subtask</b>	<b>Estimated Schedule</b>
<b>210 – Transportation Plan Update</b>	
211 – Policy Development	July 2011
212 – Project Development	July 2011
213 – Alternative Analysis	July 2011
214 – Prepare Plan	
215 – Public Involvement	June, August, September 2011
216- Plan Adoption	September 2011
<b>220 – Census Data Analysis</b>	
221- Data Extraction	March 2012
222 – UZA Boundary Analysis	May 2012
<b>230 – Travel Demand Forecasting Model</b>	
231 – Updating the Model	3rd Quarter
232 – GHG Emission	September 2011
<b>240 – Other Long Range Planning</b>	
241 – Regional Railroad	As Needed
242 – Staff Education	Ongoing

**Staff Effort and Cost**

**200 - Long Range Transportation Planning**

<b>% of UPWP (Annual Work)</b>	<b>Federal PL Fund</b>	<b>ODOT Match (Local)</b>	<b>Total PL</b>
30%	\$79,078	\$9,050	\$88,129

## **Task 300 - Short-Range Transportation Planning**

### **Purpose**

The purpose of this task is to provide for the short-term transportation planning needs of the Corvallis Area MPO. Components of this task are:

### **310 – Transit Planning**

This task provides planning and programming assistance to the Corvallis Urbanized Area's transit system. The system includes all providers of transit services within the MPO Area that receive Federal Transit Administration (FTA) funds, such as the Corvallis Transit System (CTS), the Philomath Connection (part of CTS), Benton County's Special Transportation Fund (STF) program, and, to a lesser extent, the Linn-Benton Loop.

Transit services in the Corvallis Area MPO are provided by CTS. The system is owned by the City of Corvallis and is operated under a contract with First Student, Inc (formerly Laidlaw). The City of Corvallis is the recipient of the FTA's Section 5307, 5309, 5316 and 5317 funds in the MPO Area and contributes 'in-kind' match to the MPO's transit planning dollars (FTA's Section 5303).

MPO staff and the City of Corvallis transit authorities cooperate closely for the improvement of the area's transit service. The Metropolitan Transportation Plan was developed in consultation with the City's transit authorities and the Transit Master Plan. In FY08 and FY09 the MPO worked with CTS and the Albany Transit System (ATS) to coordinate transit services in the region. In FY10 the MPO worked on the financial feasibility of extending a transit route to the City of Adair Village in cooperation with the City of Adair City Council and CTS.

Per a City of Corvallis City Council's decision in 2010, the CTS became a fare free transit system as of February 1, 2011. To offset the loss of fare box revenue and to defray other operation costs the City Council established a new revenue source by collecting a monthly transportation fee from all residential and commercial billing accounts in Corvallis. The City Council anticipates that the new funding mechanism will provide additional revenue for CTS which could be used to expand transit services.

There is however a possible scenario which could negatively impact CTS financial status. CTS relies heavily on the Business-Energy Tax Credits (BETC) Program as supplemental revenue for its operation costs. In recent months, however, the outlook for the continuation of this revenue stream has turned dim. Even with the additional revenue from the transportation fee, the discontinuation of BETC would significantly undermine the ability of the City to maintain the current level of services. It is anticipated that the Oregon Legislation will be making a decision about the future of BETC Program by May 2011.

Therefore, based on continuation or discontinuation of BETC Program, studies must be done to determine the levels, types and locations of service expansions or service reductions that are necessitated by the continuation or discontinuation of BETC Program.

The MPO’s transit planning activities in FY12 will include:

- 311. Studying the impacts of changes in CTS revenue and developing programs that would align level of transit services with the level of revenues.
- 312. Providing assistance to CTS with the conduct of public outreach efforts required for changes in service levels.
- 313. Providing assistance with the programming of transit projects and their funding processes.
- 314. Providing transit-related information collected from federal and state agencies and technical assistance to the area’s transit providers.
- 315. Continued work on coordination of transit services within the MPO Area and beyond for a seamless transfer on the east-west corridor (Philomath to Albany), when and where needed.

**Product**

A study that would recommend either expansion of transit services or reduction of transit services by types, levels and locations.

Public involvement process

Coordinated transit service within the Urbanized Area

Inclusion of transit-related issues in transportation decision-making process

Provision of financial and operational information

**Estimated Completion Schedule**

<b>Subtask</b>	<b>Estimated Schedule</b>
<b>310 – Transit Planning</b>	
311 – Service Level Study	1 <sup>st</sup> Quarter
312 – Public Involvement	2nd Quarter
313 – Programming Assistance	Ongoing
314 – Information	Ongoing
315 – Coordination	Ongoing

**Staff Effort and Cost**

**300 – Short Range Transportation Planning (Transit)**

<b>Percent of UPWP Work</b>	<b>Federal PL</b>	<b>ODOT Match</b>	<b>Total PL</b>	<b>FTA 5303 Fund</b>	<b>In-Kind Match</b>	<b>Total</b>
<b>14.67%</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>\$43,099</b>	<b>\$10,774</b>	<b>\$53, 873</b>

## **Task 400 – Transportation Programming**

### **Purpose**

The purpose of this task is to continually perform transportation programming for the Corvallis Urbanized Area through the development of new Transportation Improvement Programs (TIP) and the upkeep of the existing TIP for inclusion in the Statewide Transportation Improvement Program (STIP). Past performances under this task include development of criteria for funding prioritization of candidate projects under STP Program, development of FY06-09 MTIP, development of FY08-11 MTIP, the prioritization and programming of transportation projects under the American Recovery and Reinvestment Act (ARRA) and development of FY10-13 MTIP.

Components of this task are:

### **410 – TIP Amendment**

This task provides for the necessary amendments to the FY10-13 TIP and the required procedures for including these amendments in the FY10-13 STIP. Amendments are warranted when additional funds become available. These amendments are initiated by member jurisdictions or by ODOT for roadway programs, transit programs, and other special purpose funds.

### **Product**

An up-to-date FY10-13 TIP incorporated into STIP.

### **420 – TIP Project Tracking and Funding**

This task provides for tracking the implementation of the projects in the TIP and STIP, tracking of the STP fund and maintaining the Corvallis Area MPO STP Balance.

### **Product**

Readily Available STP balance and list of Obligated Projects. This task will be performed throughout the year as applications for implementation of projects are submitted by jurisdictions.

### **430 – Development of FY12-15 TIP**

Preliminary work on the development of FY12-15 TIP and STIP has begun. This Task includes all work required for the development of the next round of TIP and STIP.

### **Product**

Preliminary list of transportation projects for inclusion in FY2012-2015 TIP and STIP

**Staff Effort and Cost**

<b>Subtask</b>	<b>Estimated Schedule</b>
<b>410 – TIP Amendment</b>	As Needed
<b>420 – TIP Project Tracking &amp; Funding</b>	As Needed
<b>430 – Development of FY12-15 TIP</b>	Ongoing

**Estimated Completion Schedule**

**400 - Transportation Programming**

<b>% of UPWP (Annual Work)</b>	<b>Federal PL Fund</b>	<b>ODOT Match (Local)</b>	<b>Total PL</b>
10.414%	\$27,452	\$3,142	\$30,594

## **Task 500 - Transportation Project Coordination**

### **Purpose**

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

Components of this task are:

### **510 – OR34/US20: South Bypass – Peoria Rd**

In the past few years ODOT and project committees have evaluated several alternatives in search of a solution to the traffic congestion problem in Downtown Corvallis. Following a traffic analysis of affected intersections and the transportation system, it was concluded that significant investments in roads and transportation services would be needed. Work on components that are common to all the solutions is underway. The current efforts include development of a set of highway improvements at the OR-34/Corvallis Bypass intersection. Staff serves on the Stakeholder Committee for this project.

### **Product**

Coordination of the Projects with jurisdictions within the MPO

### **520—US-20/OR-34 Philomath Boulevard Corridor Plan**

ODOT intends to initiate a corridor planning project on Philomath Boulevard during FY2012. The project will be evaluating the section of the highway lying between Philomath and SW 35<sup>th</sup> Street in Corvallis. It is anticipated that CAMPO staff will be serving on the Stakeholder Advisory Committee for the project.

### **Product**

Coordination of the project with jurisdictions within the MPO.

### **530 – Other ODOT-Sponsored Projects**

The purpose of this task is to communicate ODOT sponsored projects with the MPO member jurisdictions and to represent their interests in project committees. Examples of these are:

Additional Lane on I-5, S. Jefferson Interchange to US 20 (EA Study)  
Additional travel lanes on OR99W between Circle Blvd and the railroad overpass  
Northbound right-turn lane on OR-99W at the Van Buren Avenue intersection  
High Speed Rail Corridor

### **Product**

Coordinated transportation projects, informed local officials and technical staff.

**Staff Effort and Cost**

<b>Subtask</b>	<b>Estimated Schedule</b>
<b>510 – OR34/US20 South Bypass – Peoria Rd.</b>	Ongoing
<b>520 – Other ODOT-Sponsored Projects</b>	Ongoing

**Estimated Completion Schedule**

**500 - Transportation Projects Coordination**

<b>% of UPWP (Annual Work)</b>	<b>Federal PL Fund</b>	<b>ODOT Match (Local)</b>	<b>Total PL</b>
3%	\$7,907	\$905	\$8,813

## **Task 600 – Corvallis Area Safety Improvement Plan**

A Safety Improvement Plan will be developed for all modes of transportation in the Corvallis MPO Area in cooperation with Federal, State and local jurisdictions and stakeholders. The development of the Safety Plan will include:

- 601. Establishment of safety goals and objectives
- 602. Collection of data and working with ODOT Safety Division
- 603. Crash Data Analysis
- 604. Development of safety policies and mitigations
- 605. Development of the Safety Improvement Plan and adoption by the MPO Policy Board.

The Safety Improvement Plan will be developed under the guides of a Technical Advisory Committee (TAC) that works closely with the MPO’s TAC.

This effort includes a public involvement element. It is anticipated that at a minimum two public meetings will be held specifically on the Safety Improvement Plan. Additional public meetings on the Safety Plan will be combined with those of the Transportation Plan Update. A webpage will be developed for posting material and receiving input from the general public.

This project is sponsored by the FHWA and ODOT. A separate budgeting and accounting will be followed for this task.

### **Product**

A Safety Improvement Plan for the Corvallis Area

### **Estimated Completion Schedule**

<b>600 – Safety Improvement Plan</b>	
601 – Goal Setting	July 2011
602 – Data Collection	1 <sup>st</sup> Quarter
603 – Data Analysis	2 <sup>nd</sup> Quarter
604 – Safety Policy Development	3 <sup>rd</sup> Quarter
605 – Plan Development	4 <sup>th</sup> Quarter

### **Staff Effort and Cost**

<b>600 - Safety Plan</b>				
<b>% of UPWP (Annual Work)</b>	<b>Federal PL Fund</b>	<b>ODOT Share</b>	<b>Local In-Kind</b>	<b>Total PL</b>
11.914%	\$35,000	\$5,000	\$5,000	\$40,000

## **Other Transportation Planning Activities in the MPO Area**

### **For Information Only**

#### **Statewide Effort: Oregon Sustainable Transportation Initiative (OSTI)**

*The 2010 Oregon Legislature passed Senate Bill 2059, a statewide, comprehensive bill aimed at reducing greenhouse gas (GHG) emissions from transportation. SB 1059 names the Oregon Department of Transportation (ODOT) and the Oregon Department of Land Conservation and Development as the lead agencies in implementing its requirements.*

*ODOT and DLCD are to:*

- *Coordinate and consult with stakeholders, local governments, Metropolitan Planning Organizations (MPOs) and other state agencies to develop a state-level strategy to reduce greenhouse gases from transportation.*
- *Develop a toolkit to assist local governments and MPOs in reducing greenhouse gases from transportation.*
- *Develop guidelines for scenario planning, and provide information to LCDC to set transportation-related greenhouse gas reduction targets for areas served by metropolitan planning organizations.*
- *Conduct outreach and education to the public.*
- *Work with local governments within areas served by an MPO to consider what actions they might take, transportation-wise, to reduce greenhouse gases in the short-term.*

*Several transportation planning documents with direct impacts on the work of MPOs are being developed by SOTI. These are:*

- *Statewide Transportation Strategies*
- *Technical Report on GHG Reduction*
- *Toolkit Report*
- *GHG Reduction Target and Rulemaking Report*
- *Scenario Planning Report*

#### **Local Effort: Corvallis Sustainability Coalition Plan**

*The Corvallis Sustainability Coalition is a network of organizations and individuals formed in 2007 to bring together businesses, non-profits, faith communities, educational institutions, and governmental entities to accelerate the creation of a sustainable community - one that values environmental quality, social equity, and economic vitality.*

*The Coalition's four guiding objectives are:*

1. *Reduce and ultimately eliminate our community's contribution to fossil fuel dependence and wasteful use of scarce metals and minerals. Use renewable resources whenever possible.*

2. *Reduce and ultimately eliminate our community's contribution to dependence upon persistent chemicals and wasteful use of synthetic substances. Use biologically safe products whenever possible.*
3. *Reduce and ultimately eliminate our community's contribution to encroachment upon nature, e.g., land, water, wildlife, forests, soil, ecosystems, and Protect natural ecosystems.*
4. *Support people's capacity to meet their basic needs fairly and efficiently.*

*The Coalition has developed a Community sustainability Action Plan that is being implemented.*

## Glossary of Acronyms

ACS	American Community Survey
ATS	Albany Transit System
BETC	Business-Energy Tax Credits
CAMPO	Corvallis Area Metropolitan Planning Organization
CED	Community and Economic Development Department of OCWCOG
CTS	Corvallis Transit System
CWACT	Cascades West Area Commission on Transportation
GHG	Green House Gases
FHWA	Federal Highway Administration
FTA	Federal Transit Administration
FY	Fiscal Year
IGA	Intergovernmental Agreement
ITS	Intelligent Transportation System
MPO	Metropolitan Planning Organization
MTIP	Metropolitan Transportation Improvement Plan
OCWCOG	Oregon Cascades West Council of Governments
ODOT	Oregon Department of Transportation
OSTI	Oregon Sustainable Transportation Initiative
PL Fund	Funds allocated to Metropolitan Transportation Planning activities
RTP	Regional Transportation Plan
SAFETEA-LU	Safe, Accountable, Flexible, Efficient, Transportation Equity Act, a Legacy for Users
Section 5303	FTA's program of financing transit planning activities of MPOs
Section 5307	FTA's program of financing urban transit systems
Section 5309	Discretionary FTA program for financing capital projects
Section 5310	FTA's program of financing transit for the elderly and people with disabilities
Section 5311	FTA's program of financing rural transit services
Section 5317	FTA's program of financing transportation options for people with disabilities; also called New Freedom
Section 5316	FTA's Job Access and Reverse Commute (JARC) program
STF	Special Transportation Fund
STIP	Statewide Transportation Improvement Program
STP	Surface Transportation Program
TAC	Technical Advisory Committee
TAZ	Transportation Analysis Zone
TGM	Transportation Growth Management
TIP	Transportation Improvement Program
TPAU	Transportation and Planning Analysis Unit of ODOT
UPWP	Unified Planning Work Program
USC	United States Code
USDOT	United States Department of Transportation
UZA	Urbanized Area

## FY12 Budget

### FY2012 Revenue

<b>Funding Source</b>	<b>Breakdown</b>	<b>\$ Amount</b>	<b>Estimated Carryover</b>	<b>Total</b>
<b>PL</b>	Federal (FHWA)	\$ 164,904		\$ 164,904
	ODOT Match	\$ 18,874		\$ 18,874
	<b>Total</b>	<b>\$ 183,778</b>	\$ 31,886	<b>\$ 215,664</b>
<b>Section 5303</b>	Federal (FTA)	\$ 43,099		\$ 43,099
	In-Kind Match (City of Corvallis)	\$ 10,774		\$ 10,774
	<b>Total</b>	<b>\$ 53,873</b>	\$ -	<b>\$ 53,873</b>
<b>Safety Plan</b>	Federal	\$ 25,000		\$ 25,000
	State	\$ 10,000		\$ 10,000
	In-Kind Match	\$ 5,000		\$ 5,000
	<b>Total</b>	<b>\$ 40,000</b>		<b>\$ 40,000</b>
<b>Total</b>	Total Cash	<b>\$ 261,877</b>	<b>\$ 31,886</b>	<b>\$ 293,763</b>
	Total Labor	<b>\$ 15,774</b>		<b>\$ 15,774</b>
	<b>Total Cash + Labor</b>	<b>\$ 277,651</b>	<b>\$ 31,886</b>	<b>\$ 309,537</b>

### Share of Tasks

<b>Task</b>	<b>% of Annual Activity</b>	<b>Total \$</b>
100 – Program Management	30.00	88,129
200 – Long Range Transportation Planning	30.00	88,129
300 - Short Range Transportation Planning (Transit)	14.60	53,873
400 - Transportation Programming	10.40	30,594
500 – Transportation Projects Coordination	3.00	8,813
600 – Transportation Safety Improvement Plan	11.914	35,000
<b>Total</b>	<b>100</b>	<b>304,538</b>

## FY 2012 Expenses

<b>Total Expenses</b>		
<b>Cost</b>	<b>Amount</b>	<b>Percent</b>
<b>Personnel</b>	<b>\$ 196,463</b>	<b>66.9%</b>
Board/Committee/Meeting Expenses	\$ 800	0.3%
CED Administration	\$ 21,801	7.4%
Advertising	\$ 500	0.2%
Contingency	\$ 33,438	11.4%
Copying	\$ 375	0.1%
Dues/Memberships	\$ 800	0.3%
Finance Indirect*	\$ 6,224	2.1%
Indirect Expense*	\$ 6,599	2.2%
Legal Services	\$ -	0.0%
Postage	\$ 300	0.1%
Printing	\$ 4,000	1.4%
Rent	\$ 6,500	2.2%
Supplies	\$ 2,750	0.9%
Technology Group	\$ 5,713	1.9%
Telephone	\$ 4,000	1.4%
Training	\$ 1,000	0.3%
Travel	\$ 2,500	0.9%
<b>Total Material &amp; Supplies</b>	<b>\$ 97,300</b>	<b>33.1%</b>
<b>Grand Total</b>	<b>\$ 293,763</b>	<b>100%</b>

\*. The definition of indirect expenses in this context is consistent with OCWCOG's accounting practices and not necessarily with federal accounting practices.

**Breakdown of FTA 5303 Fund**

<b>Cost</b>	<b>5303</b>	<b>In-Kind</b>	<b>Total</b>
<b>Personnel</b>	<b>\$28,824</b>	<b>\$ 7,205</b>	<b>\$36,029</b>
Board/Committees/Meeting Expenses	\$ 117	\$ 29	\$ 147
CED Administration	\$ 3,199	\$ 800	\$ 3,998
Advertising	\$ 73	\$ 18	\$ 92
Contingency	\$ 4,906	\$ 1,226	\$ 6,132
Copying	\$ 55	\$ 14	\$ 69
Dues/Memberships	\$ 117	\$ 29	\$ 147
Finance Indirect	\$ 913	\$ 228	\$ 1,141
Indirect Expense	\$ 968	\$ 242	\$ 1,210
Legal Services	\$ -	\$ -	\$ -
Postage	\$ 44	\$ 11	\$ 55
Printing	\$ 587	\$ 147	\$ 734
Rent	\$ 954	\$ 238	\$ 1,192
Supplies	\$ 403	\$ 101	\$ 504
Technology Group	\$ 838	\$ 210	\$ 1,048
Telephone	\$ 587	\$ 147	\$ 734
Training	\$ 147	\$ 37	\$ 183
Travel	\$ 367	\$ 92	\$ 458
<b>Total Material &amp; Supplies</b>	<b>\$14,275</b>	<b>\$ 3,569</b>	<b>\$17,844</b>
<b>Grand Total</b>	<b>\$43,099</b>	<b>\$ 10,774</b>	<b>\$53,873</b>