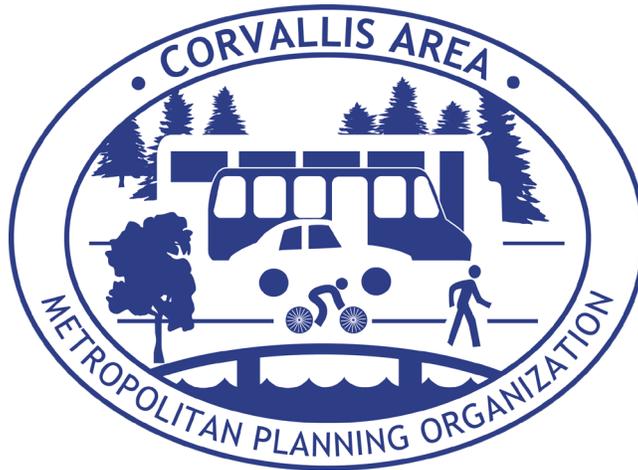


# **Fiscal Year 2021 Unified Planning Work Program (UPWP)**

July 1, 2020 – June 30, 2021



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

Submitted April XX, 2020

The development of this document and the implementation of tasks outlined in this document are made possible through the US Department of Transportation (US DOT) funds, under the Federal Highway Administration's Public Law (PL) and Federal Transit Administration's Section 5303. The required matching dollars for PL fund is provided by the Oregon Department of Transportation (ODOT) and the matching fund for the transit fund is provided in the form of In-Kind Match by the City of Corvallis Transit System (CTS) and Benton County's Special Transportation Fund (STF).

**RESOLUTION No. 20-01**

**FOR THE PURPOSE OF APPROVING THE FY 2021 CORVALLIS AREA METROPOLITAN  
PLANNING ORGANIZATION'S  
UNIFIED PLANNING WORK PROGRAM (UPWP)**

**WHEREAS**, the Governor of the State of Oregon, pursuant to USC 23 §123 & 450, has designated representatives of the cities of Corvallis, Philomath and Adair Village, Benton County, and, the Oregon Department of Transportation (ODOT) as the Corvallis Area Metropolitan Planning Organization to carry out the requirements of 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 the MPO's planning and programming activities and its associated working budget over a fiscal year; and

**WHEREAS**, the Corvallis Metropolitan Planning Organization has developed a Unified Planning Work Program for FY 2020, in coordination with local governments, the US DOT and ODOT and in compliance with all applicable federal and state requirements; and

**WHEREAS**, the City of Corvallis and Benton County have agreed to provide 'in-kind' local match for the Federal Transit Administration's Section 5303 Funds that are applied by the MPO to partially cover the cost of its transportation planning activities in FY 2020;

**NOW, THEREFORE, BE IT RESOLVED**, that the Policy Board of the Corvallis Area MPO approves the FY 2020 Corvallis Area Unified Planning Work Program and its associated budget.

**Dated on this XX Day of March, 2020**

**APPROVED:**

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**Barbara Bull, Chair**  
Corvallis Area MPO

**ATTESTED:**

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**Nicholas Meltzer, Staff**  
Corvallis Area MPO

# ABOUT THE CORVALLIS AREA METROPOLITAN PLANNING ORGANIZATION

## Policy Board

Barbara Bull (Chair)	City of Corvallis
Alan Rowe	City of Adair Village
Patrick Malone	Benton County Board of Commission
Savanah Crawford	Oregon Department of Transportation
Eric Niemann	City of Philomath

## Technical Advisory Committee (TAC)

Gary Stockhoff	Benton County
Greg Gescher (Chair)	City of Corvallis
James Feldmann	Oregon Department of Transportation
Pat Hare	City of Adair Village
Rebecca Houghtaling	Oregon State University
Barry Hoffman	City of Albany Transit System
Chris Workman	City of Philomath

## TAC Ex-Officio Members

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

## Staff and Contact

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## SECTION I: INTRODUCTION

### **What is a Metropolitan Planning Organization (MPO)?**

A Metropolitan Planning Organization (MPO) is an organization of local governments designated per 23 USC and 23 CFR 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).

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

The Corvallis Area Metropolitan Planning Organization (CAMPO) serves as the metropolitan planning organization (MPO) for the Corvallis Urbanized Area, as designated by the Oregon Governor on December 2002. This region includes the Cities of Corvallis, Philomath, Adair Village, and parts of Benton County.

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

The Oregon Cascades West Council of Governments, under a contract with the Policy Board, 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?**

In accordance with federal regulations, the functions and responsibilities of CAMPO include development of a Regional Transportation Plan (RTP), development of a Transportation Improvement Program (TIP) and development of a Unified Planning Work Program (UPWP), as noted above. In addition, the MPO produces an annual list of obligated projects and a Public Participation Plan (PPP). CAMPO must also demonstrate compliance with Title VI and other non-discrimination requirements. The Fiscal Year 2021 UPWP demonstrates how CAMPO will fulfill these requirements between July 1, 2020 and June 30, 2021.

It should be noted 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.

## SECTION II: WORK PROGRAM OVERVIEW

### Funding Sources and Match Documentation

Funding from FHWA, FTA, and ODOT supports the CAMPO planning program. The Fixing America's Surface Transportation Act, or "FAST Act" currently provides funding authorization for the nation's surface transportation. A provision of the Transportation Act, referred to as PL Funding, provides transportation planning dollars to support MPOs across the country and acts as the majority of CAMPO's annual budget. Additional CAMPO support comes from FTA 5303 planning funds.

FHWA apportions funds to ODOT and ODOT allocates funds to MPOs using a formula developed cooperatively by ODOT and MPOs, and approved by FHWA. The budget assumptions in this document are according to the most recent ODOT's allocation of PL and 5303 Funds to each MPO. The expenditure assumptions of the budget are based on the best estimates and the latest information available at the time of developing the document.

ODOT State Planning and Research (SPR) or Oregon Transportation Growth Management (TGM) funds often provide support for other specific planning tasks not yet funded or in process at the time of UPWP development. Additionally, CAMPO applies for other federal and state grant opportunities that are applicable and of interest to the region.

### Amendments

Amendments to the UPWP to add or remove funds from the UPWP budget, move funds from one task to another, to add new tasks, or to alter portions of a task are allowed. MPO Staff process these amendments on as-needed basis and decide the level of engagement needed by the Technical Advisory Committee and/or Policy Board.

### Engagement and Process

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). Engagement levels vary depending on the deliverable.

For the development of the UPWP, CAMPO engages stakeholders and the public by:

- Emailing stakeholders and interested parties regarding draft UPWP discussion and opportunity for public comment via email or during regularly scheduled CAMPO meetings
- Holding a 15-day comment period prior to a decision by the Policy Board to adopt the UPWP.
- Providing public comment opportunities at all Policy Board and TAC meetings.
- Providing notifications regarding the UPWP public comment period on the CAMPO website, along with agendas and minutes for all Policy Board and TAC meetings.

## Federal Performance Based Planning Requirements

As a federally designated metropolitan planning organization, CAMPO is required to develop and adopt performance targets for Safety, Pavement Condition, Bridge Condition, National Highway System (NHS) Performance, and Freight Movement/Reliability. Neither of the Congestion Mitigation and Air Quality (CMAQ) measures apply as the Corvallis region is in attainment.

There are no portions of Interstate within the Corvallis Area Metropolitan Planning Organization's planning area, and all portions of the National Highway System (NHS) within the planning area are owned and maintained by the Oregon Department of Transportation. This fact, coupled with the limited staff capacity of a small MPO, led CAMPO to adopt the state targets for Safety, Pavement/Bridge Condition, NHS Performance and Freight Reliability.

While CAMPO does not have direct jurisdiction over any infrastructure, significant efforts are made to align planning and programming with the intent of the performance measures. Some examples of this include:

- Hosting a NACTO bikeway training to help engineers design safer infrastructure for more vulnerable road users.
- During 2021-2024 STBG project selection, letting jurisdictions choose to fund pavement preservation projects, thereby helping maintain pavement condition on the local system and reducing the burden for supplementary grants.
- Included evaluation criteria in the STBG process that prioritize projects (including resurfacing) that improve bicycle or pedestrian accommodations, as well as prioritize overall improvements in freight routes.
- Developed regional transportation performance measures to reduce vehicle congestion throughout the CAMPO planning area.
- Developing a multi-modal count program to aid in the collection of data for regional planning and information sharing.
- Participation in the Performance Measure Coordination and Reporting Process with the Oregon Department of Transportation.
- Attending statewide MPO coordination meetings and national conferences to learn from other regions on best practices and available trainings related to safety and asset management.

Corvallis Area MPO staff welcome additional ideas or opportunities to align planning and programming activities with federal performance measures. We will closely track the new federal transportation bill to stay abreast of changes within the federal performance measure requirements.



### **NACTO Bikeway Training**

In October, CAMPO hosted a National Association of Transportation Officials (NACTO) Urban Bikeway Design Training. With many Transportation System Plans (TSPs) in the region recently completed, this training helped city and county officials think through bikeway selection, and provided “best practices,” to consider while designing bicycle facilities. The training had 25 attendees, and also included an evening session where elected officials were invited to discuss implementation of bikeway projects. AAMPO also hosted a one day workshop, which in turn distribute the cost of the training.



### **Development of Count Program**

The Corvallis Area MPO began developing a count program in Fiscal Year 2020. To aid in the collection of multi-modal (including people that travel by foot, bicycle and motor vehicle) data for both long and short range planning efforts, two temporary counters were purchased in December 2019. Without full knowledge of regional traffic patterns, the temporary counters will be used to identify high traffic areas for future locations of permanent counters.

### **Integration with Regional Transit Planning Initiatives**

In addition to completing the Public Transit Agency Safety Plan (PTASP) for Corvallis Transit System, CAMPO staff have been heavily involved in STIF implementation both locally and regionally. The Statewide Transportation Improvement Fund (STIF) is dedicated money for transit expansion as part of Oregon House Bill 2017. Through monitoring local agency implementation as well as broader projects of significance, staff provide regional perspective to local agencies as they plan for short and long term improvements.

### **AAMPO Collaboration**

CAMPO has expanded collaboration with the Albany Area MPO this year and expects to continue this collaboration into FY21. Hosting joint TAC and Policy Board meetings allows regional discussion on topics of interest from both a technical and political perspective. With the 2020 census coming, the two MPOs are discussing both the positive and negative impacts of merging. Highway 20 is also expected to remain an important topic of discussion and staff are exploring projects to address concerns.

## Status of CAMPO and Regional Transportation Documents

<b>Key Documents</b>	<b>Current Status</b>	<b>Next Update</b>
CAMPO Regional Transportation Plan (RTP)	Adopted on March 30, 2017	2022
CAMPO Regional Transportation System Plan (RTSP)	Awaiting approval	2022
FY2021-2024 Transportation Improvement Program (TIP)	Approved August 2019	Spring 2022
FY 21 Unified Planning Work Program	Adoption scheduled for April 2020	January 2021
Title VI and Environmental Justice Plan	Completed	2022
Public Involvement Framework	Updated in 2011	2021
<b>Other Documents</b>	<b>Current Status</b>	<b>Next Update</b>
Benton County Transportation System Plan	Adopted March 2019	-
Corvallis Transportation System Plan	Adopted December 2018	-
Corvallis Transit Development Plan	Adopted August 2018	-
Philomath Transportation System Plan	Adopted August 2018	-
Adair Village Transportation System Plan	Adopted November 2019	-
<b>Performance Measure Adherence</b>	<b>Current Status</b>	<b>Next Update</b>
Transportation Safety	Supported ODOT's Measures, January 2018	2021*
Bridge and Pavement	Supported ODOT's Measures, November 2018	2021*
Transportation System	Supported ODOT's Measures, November 2018	2021*
Transit Performance Measures	Supported ODOT's Measures, 2018	

\*Next update refers to mid performance period review and update of statewide measures.

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

The Corvallis Area Metropolitan Planning Organizations (CAMPO) Regional Transportation Plan (RTP) was last updated in 2016-2017, with adoption by the Policy Board in March, 2017. With the anticipated update to occur by 2022, CAMPO staff will prepare in 2021 by updating the Public Involvement Framework, and developing a plan for the update in collaboration with the Technical Advisory Committee and Policy Board.

As all Transportation System Plans (TSPs) in the region have been updated recently, a major revision of the RTP is not anticipated. Instead, an update on and alignment with regional TSPs, while keeping the policy goals and data analysis is currently expected.

## SECTION IV – PLANNING TASKS

### Task 100 – Program Management

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:

- Working with the MPO Policy Board and the Technical Advisory Committee to meet the transportation planning and programming needs of the MPO Area.
- Holding regular meetings of the Policy Board and the Technical Advisory Committee.
- Coordinating the MPO’s planning and programming activities with local planning officials, economic development agencies, local environmental organizations, transit providers, ODOT, FHWA, FTA and Tribal governments.
- Attending trainings, transportation-related conferences, and statewide and local transportation-related meetings. At a minimum, staff expect to attend:
  - The National Association of City Transportation Officials (NACTO) annual conference
  - The Association of Metropolitan Planning Organization (AMPO) annual conference.
  - Technical trainings offered by OSU and other state entities as available
- Involving the public in transportation planning and programming activities; public education; implementation of the CAMPO’s public participation process.
- Updating the Public Involvement Framework in anticipation of the forthcoming RTP revision.
- Coordinating the MPO’s transportation planning and programming with the Cascades West Area Commission on Transportation (CWACT) and the associations of peer MPOs.
- Complying with all applicable federal requirements, particularly, Americans with Disabilities (ADA), Title VI requirements and Environmental Justice Executive Order 12898 and DOT Order 5610.2(a).
- Coordinating regional transportation projects within the Corvallis Area MPO, including but not limited to:
  - Van Buren Bridge
  - Highway 20 Safety Project
  - OR-99W South Corvallis Facility Plan
  - Other projects as necessary

**Product:** Regular meetings of the MPO Policy Board and Technical Advisory Committee, and up to date website, and a CAMPO presence at regional and state meetings. Updating of CAMPO’s Public Involvement Framework

**Schedule:** Task is ongoing through the fiscal year. Public Involvement Framework update to occur in Q1-Q2

**120 – Development of Future Year Work Program**

Activities under this item will include:

- Developing the FY22 Unified Planning Work Program and budget, and subsequent approval.
- Amending the FY21 Unified Planning Work Program as needed.

**Product:** An FY22UPWP that outlines the work program and budget for the coming year. Amendments to the FY21 UPWP and the budget as warranted.

**Schedule:** Completion expected in the 3<sup>rd</sup> quarter.

**130 – MPO Administration**

Activities under this item will include:

- Complying with required paperwork and documentation of activities as well as the maintenance of the MPO records.
- Accounting, bookkeeping and invoicing.
- Preparing and submittal of semi-annual and annual Reports to ODOT.
- Preparing the agency’s financial audit.
- Posting of Obligated Transportation Projects on the Website, per Federal Requirements.
- Upkeep and maintenance of the agency’s website.
- Attending organizational and personnel-related meetings.

**Product:** Compliance with federal and state transportation planning regulations, semi-annual reports and invoices, financial audit results, up to date website.

**Schedule:** Task is ongoing through the fiscal year.

<b>TASK 100: PROGRAM MANAGEMENT</b>	
<b>Task Component</b>	<b>FY21</b>
110: MPO Operation	\$35,000
120: Development of Future Year Work Program	\$7,001
130: MPO Administration	\$40,000
<b>Total</b>	<b>\$82,001</b>
<b>Percent of Effort</b>	<b>42%</b>

## Task 200 – Long Range Transportation Planning

The purpose of this task is to provide for the long range transportation planning needs within the Corvallis Metropolitan Planning Area. While some tasks could be perceived as “short range,” they generally contribute to the long term needs and knowledge of the region, and intentionally help to build technical capacity of member jurisdictions (i.e. without the MPO they would not have the same opportunity). This task is funded through a combination of PL and 5303 Funds.

### **Task 210: Pop Up Demonstration Project Training**

Pop up demonstration projects, also known as Tactical Urbanism projects, are being implemented in cities across the country as a way to implement biking, walking and bus projects in a lighter, quicker, cheaper manner. With recently implemented Transportation System Plans, the NACTO Urban Bikeway Design training held last year, and a lack of serious funding for bicycle/pedestrian projects, this training will help CAMPO communities learn how to leverage their limited dollars into more dynamic transportation improvements. Any demonstration projects or trainings will be in compliance with MUTCD requirements.

***Product:** One training, between 1-2 days in length, to be hosted in the Corvallis region in the summer/fall of 2020.*

***Schedule:** Completion expected in 1<sup>st</sup> or 2<sup>nd</sup> quarter.*

### **Task 220: Regional Count Program**

The Corvallis Area MPO started a multimodal count program in FY20 and plans to continue this program into FY21. This task will cover the purchase of additional count equipment, staff time to deploy counters, and the evaluation of “synthetic” data sources as a way to supplement the counts. The program will accomplish a number of objectives including:

- Understanding travel patterns of those that walk, bike, use transit and drive
- Potentially help prioritize improvements through the identification of “hot spots” for travel by people that walk and bike
- Potentially help evaluate the success of neighborhood bikeway implementation
- Further refine regional travel models and understanding of mode shift

This information could also be incorporated into the update of the Regional Transportation Plan.

***Product:** Continuation of temporary counters, selection of permanent count locations, interfacing with other MPOs and state partners to build a statewide multimodal count program.*

***Schedule:** Expected to continue throughout the fiscal year and into subsequent fiscal years.*

### **Task 230 – Technical Assistance to CAMPO Members**

CAMPO is continually working to better serve its communities. Understanding that many cities are understaffed and/or overworked, we propose 40 hours of staff time to each member community to work towards a long range transportation project. Whether that’s assistance on an existing project, completing a quick analysis that’s been on the to-do list for months, or doing some conceptual design work for transportation improvements. Projects would have to adhere to requirements in 23 CFR 450, which outline the tasks eligible for reimbursement with PL funding. This includes but is not limited to:

- Transportation Scoping Studies
- Bicycle/Pedestrian/Vehicle Count Analysis
- Transportation System Plan Project Identification

- Conceptual Design Recommendations

Started on a trial basis in FY20, CAMPO staff engaged in both transportation scoping studies and TSP project identification. In Corvallis, staff provided research and implementation expertise on a potential road diet project along Circle Boulevard. With the City of Philomath, staff in collaboration with a consultant are conducting a planning study identified in their TSP, to examine how circulation and safety can be improved around the city school campus.

**Product:** 160 hours of staff time to CAMPO members. A summary of tasks completed presented to the TAC and Policy Board.

**Schedule:** Task is ongoing throughout the fiscal year.

### Task 240 – Mapping and Data Series

With the launch of a new website, CAMPO intends to serve as a technical data and mapping clearing house for the region. As part of this, and partly in preparation for the RTP update, staff plan to develop a series of large format maps indicating regional trends in population, crashes, multimodal volumes, transit access and connections, and other areas of interest. This task will collect up to date data on the region, including on the categories listed in the 2040 Regional Transportation Plan. It will then publish this data in an easy to understand and accessible format.

**Product:** Map series to be published on website with large format prints available in the CAMPO office.

**Schedule:** Task completion expected in 2<sup>nd</sup> quarter.

### Task 250 – RTP Update Preparation

With an update of the Regional Transportation Plan in 2022, this task will help prepare through modeling efforts and collaboration with ODOT staff. In addition to updating the public involvement framework identified above, and developing a map series to streamline the update, this task will work to insure CAMPO is prepared to hit the ground running in calendar year 2021, and potentially start the update process. This will also involve coordination with ODOT’s Transportation Planning and Analysis Unit (TPAU) starting in Fall of 2020.

**Product:** Implementation plan for RTP update and funding to begin the update in calendar year 2021.

**Schedule:** Task is expected to occur in Q3 and Q4.

TASK 200: LONG RANGE TRANSPORTATION PLANNING	
Task Component	FY21
210: Tactical Urbanism Training	\$15,000
220: Regional Count Program	\$15,000
230: Technical Assistance to Communities	\$12,000
240: Mapping and Data Series	\$10,000
250: RTP Update Preparation	\$12,415
<b>Total</b>	<b>\$64,415</b>
<b>Percent of Effort</b>	<b>33%</b>

### Task 300 – Inter-Regional Transportation Planning

The purpose of this task is to focus on the inter-regional needs and opportunities of the Corvallis Area Metropolitan Planning Area. Due to the inextricable ties with Albany Area MPO, and commute sheds extending well beyond the MPO boundary, this task helps bridge relationships and projects happening that impact the MPO region. This task is funded through a combination of PL and 5303 Funds.

#### **Task 310 – Joint AAMPO Project**

As the greater Corvallis-Albany region grows in both population and employment, there will be increased stress on the major commute routes through the region. This Task allocates money towards joint activities with AAMPO to address regional travel demand. Started in Fiscal Year 2020, both AAMPO and CAMPO expect the conversation to continue into FY21. These specific sub tasks include, but are not limited to:

- Hosting joint TAC and Policy Board meetings
- Developing a regional bicycle route map
- Planning for regional freight connections and subsequent improvements
- Exploring funding opportunities for local transportation project implementation

AAMPO has identified similar funding to contribute in their upcoming UPWP. As projects are expected to develop over the fiscal year, no definitive product other than meeting minutes currently exists. Any project will be approved by both Policy Boards prior to beginning.

**Product:** Meeting minutes, regional maps, plans and lists of funding opportunities.

**Schedule:** Task is ongoing throughout the fiscal year.

#### **Task 320 – Transit Planning Coordination and Assistance**

Oregon passed House Bill 2017, which allocates significant funding for transit expansion. With new funding every two years, cities, counties and transit agencies are actively working to keep up. With service expanded unilaterally across the state, CAMPO staff work to keep everyone in the region updated on regional transit improvements. In FY20, CAMPO prepared the Public Transit Agency Safety Plan (PTASP) for Corvallis Transit System. As that document requires updating once a year, that will be incorporated into this task. In addition, conversations surrounding Highway 20 and how to address regional congestion have brought up the idea of dedicated transit facilities and whether . This task could also include assisting with STIF project identification for submittal in February 2021. Additional activities will include:

- Providing technical assistance to the Linn-Benton Loop Governing Board
- Serving on the Technical Advisory Committee of the Loop and as the liaison between CAMPO Policy Board and the Linn-Benton Loop Transit Service.
- Continuing to implement the result of the Linn Benton Loop Service Development Plan

**Products:** Attendance at county STIF meetings, technical assistance as needed to Corvallis Transit System and Benton County Transit, information dissemination from state and federal partners. Public Transit Agency Safety Plan (PTASP) annual update. Research on dedicated transit facilities and how they could apply to the Highway 20 corridor.

**Schedule:** Task is ongoing throughout the fiscal year.

### Task 330 – Modeling and Legislative Coordination

With the CAMPO RTP anticipated update happening during this fiscal year, there will modeling required in collaboration with ODOT’s Transportation Planning and Analysis Unit (TPAU). In addition, CAMPO staff are engaged in a number of efforts with the Oregon Model Users Group (OMUG) and Oregon Modeling Steering Committee (OMSC). This includes leading the emerging technology work group as part of the Technical Tools sub-committee and routine attendance at semi-annual meetings.

This task also involves coordination of state and federal legislative issues. With an upcoming federal transportation bill, it provides time to keep track of, as well as offer comment, on any new federal transportation legislation. It should be noted that providing comment on pending legislation is not lobbying. This applies to state legislation as well; with any new greenhouse gas or climate legislation it is important for the CAMPO members to stay updated on any changes or comment opportunities that could impact them.

<b>TASK 300: INTER-REGIONAL TRANSPORTATION PLANNING</b>	
<b>Task Component</b>	<b>FY21</b>
310: Joint AAMPO Project	\$10,000
320: Transit Planning Coordination & Assistance	\$20,000
330: Modeling and Legislative Coordination	\$8,203
<b>Total</b>	<b>\$38,203</b>
<b>Percent of Effort</b>	<b>20%</b>

### Task 400 – Transportation Programming

The purpose of this task is to continually perform transportation programming for the Corvallis MPO 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). The development of the 2021-2024 TIP has begun and CAMPO anticipates supporting both local and state efforts.

#### **410 – 2030 OHAS Set-Aside**

CAMPO is expected to participate in the 2020 and 2030 Oregon Household Activity Survey, administered by ODOT. The OHAS is necessary to develop data that feeds the Corvallis-Albany-Lebanon Model (CALM). These regional models are a required part of long range planning in MPOs. While some funding for 2020 is expected to be covered by money not used in the 2021-2024 STIP, setting aside money now for the survey in 10 years will allow CAMPO to offset the costs without using STBG funds our members need for construction projects. Annually, \$8,000 will be set aside, for a total of \$80,000 over 10 years. This money will be held in an account by ODOT through a memorandum of understanding.

**Product:** Starting in FY 21 and continuing to FY30, A total of \$80,000 to contribute to the 2030 OHAS

**Schedule:** Ongoing for this fiscal year and into the future

#### **420 – TIP Amendments**

This task provides for the necessary amendments to the FY18-21 TIP and STIP documents. The amendments are generally initiated either by member jurisdictions or by ODOT. Starting in 2021, this amount is expected to decrease significantly, as all selected projects are being exchanged with state funds and will not require listing in the TIP.

**Product:** Up-to-date FY18-21 TIP document for incorporation into FY18-21 STIP.

**Schedule:** Task is ongoing throughout the fiscal year.

<b>TASK 400: TRANSPORTATION PROGRAMMING</b>	
<b>Task Component</b>	<b>FY21</b>
410: 2030 OHAS Set-Aside	\$8,000
420: TIP Amendments	\$3,697
<b>Total</b>	<b>\$11,697</b>
<b>Percent of Effort</b>	<b>6%</b>

## SECTION V: BUDGET SUMMARY

The following budget tables detail the planned activities for Fiscal Year 2019-2020. In addition, a breakdown of expenses and funding sources is provided.

### FY21 Budget by Subtask

Task	FY 21	FY 20	Dollar Change	Percent Change
<b>TASK 100: Program Management</b>	<b>\$82,001</b>	<b>\$78,000</b>	<b>\$4,001</b>	<b>5%</b>
110: MPO Operation	\$35,000	\$30,000		
120: Development of Future Year Work Program	\$7,001	\$6,000		
130: MPO Administration	\$40,000	\$36,000		
<b>TASK 200: Long Range Transportation Planning</b>	<b>\$64,415</b>	<b>\$84,146</b>	<b>(\$19,731)</b>	<b>-31%</b>
210: Tactical Urbanism Training	\$15,000	\$18,000		
220: Regional Count Program	\$15,000	\$25,000		
230: Technical Assistance to Communities	\$12,000	\$12,000		
240: Mapping and Data Series	\$10,000	\$9,146		
250: RTP Update Preparation	\$12,415	\$28,000		
<b>TASK 300: Inter-regional Transportation Planning</b>	<b>\$38,203</b>	<b>\$20,000</b>	<b>\$18,203</b>	<b>48%</b>
310: Joint AAMPO Project	\$10,000	\$13,000		
320: Transit Planning Coordination & Assistance	\$20,000	\$15,000		
330: Modeling and Legislative Coordination	\$8,203	-		
<b>TASK 400: Transportation Programming</b>	<b>\$11,697</b>	<b>\$15,000</b>	<b>(\$3,303)</b>	<b>-28%</b>
410: 2030 OHAS Set-Aside	\$8,000	\$7,500		
420: TIP Amendments	\$3,697	\$7,500		
<b>TOTAL</b>	<b>\$196,316</b>	<b>\$205,146</b>	<b>(\$8,830)</b>	<b>-4%</b>

### FY20 Budget by Fund Source

Task	Task Budget Total (Personnel + Non-Payroll + Contracted Staff)	PL Funds	FTA 5303 Funds	PL Match Funds (10.27% from ODOT)	5303 Match (Funds and In-kind)
Task 100: Program Management	\$82,001	\$73,579	\$0	\$8,422	\$0
Task 200: Long Range Transportation Planning	\$64,415	\$37,800	\$20,000	\$4,326	\$2,289
Task 300: Regional Transportation Planning	\$38,203	\$10,000	\$24,280	\$1,145	\$2,779
Task 400: Transportation Programming	\$11,697	\$10,496	\$0	\$1,201	\$0
<b>Total FY21 Budget</b>	<b>\$196,317</b>	<b>\$131,875</b>	<b>\$44,280</b>	<b>\$15,094</b>	<b>\$5,068</b>

FY20 Expenses

Cost	Amount	Percent of Total Budget
<b>CAMPO Personnel</b>	<b>\$135,903</b>	<b>70%</b>
<b>Contracted Task Support*</b>	<b>\$21,454</b>	<b>11%</b>
<b>Non-Payroll Expenses</b>	<b>\$36,373</b>	<b>19%</b>
<i>Advertising</i>	\$500	
<i>Bank Charges</i>	\$0	
<i>Board/Comm/Meeting Expense</i>	\$1,000	
<i>Copying</i>	\$1,000	
<i>Dues and Memberships</i>	\$4,000	
<i>Legal Expenses</i>	\$400	
<i>Licenses and Fees</i>	\$1,000	
<i>Overhead and Administration</i>	\$13,581	
<i>Postage</i>	\$150	
<i>Printing</i>	\$1,000	
<i>Rent</i>	\$9,292	
<i>Supplies</i>	\$250	
<i>Telephone</i>	\$700	
<i>Training</i>	\$2,500	
<i>Travel</i>	\$1,000	
<b>Total</b>	<b>\$193,730</b>	<b>100%</b>

\*Contracted task support includes part time work from the COG Assistant Transportation Planner and GIS Specialist

## SECTION VI: UPWP GOAL ALIGNMENT

FHWA, in consultation with FTA, develops Planning Emphasis Areas (PEAs) which outline specific policy, procedural and technical topics that MPOs and State DOTs should consider as they implement their annual Work Programs. PEAs address a mix of planning issues and priority topics identified during on-going reviews of metropolitan and statewide planning processes as requiring additional work.

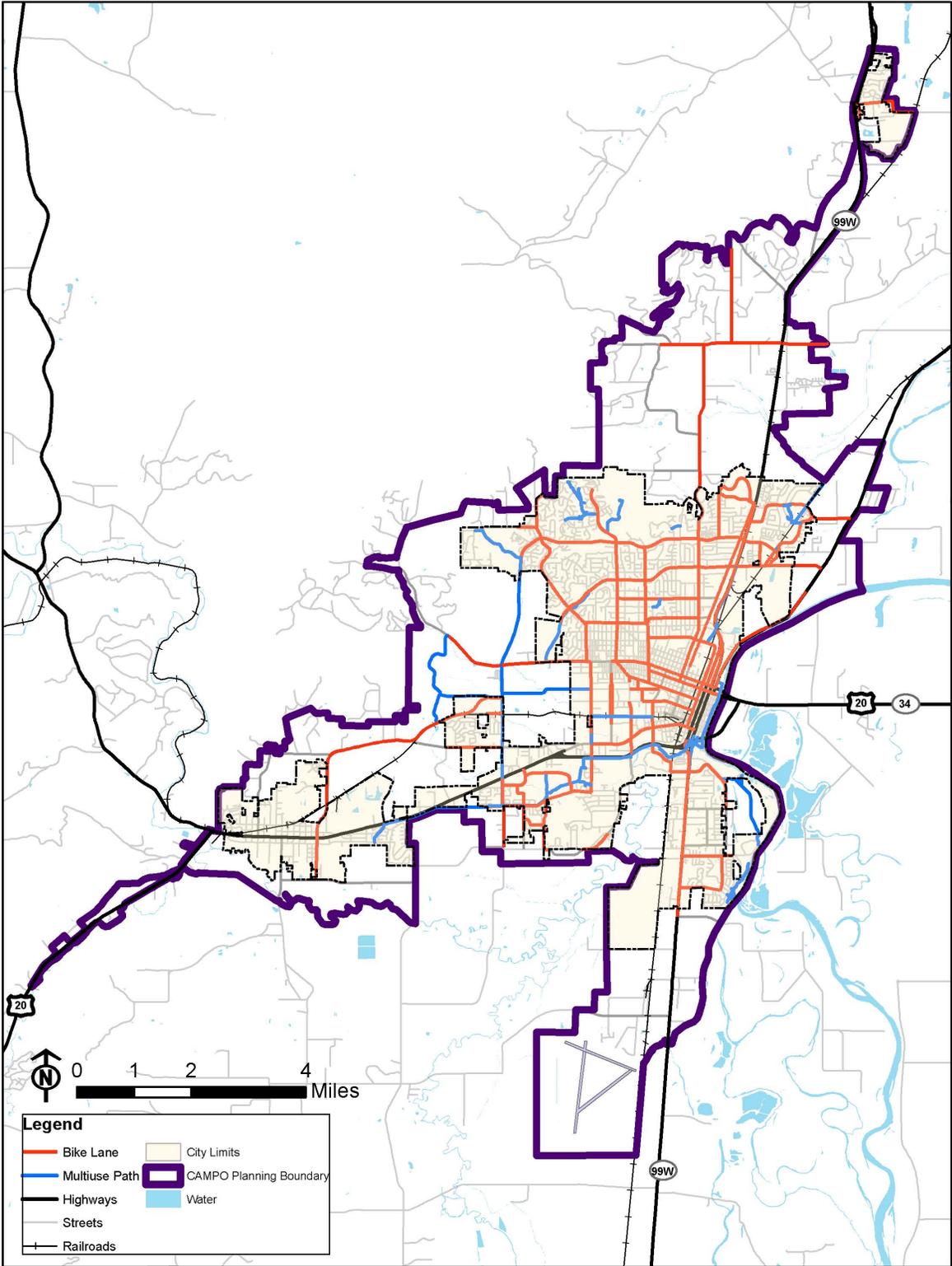
The only available PEAs are from FHWA and dated March 18, 2015. With the completion of recent transportation system plans, staff thought it would be more beneficial to see how the tasks align with the goals of the Regional Transportation Plan, which in turn align with all of the local Transportation System Plans.

The following table outlines how the goals of the RTP align with the FY21 UPWP. On the following page, the CAMPO RTP is policy crosswalked with the regional TSPs.

<b>Goal Category</b>	<b>CAMPO RTP (3/17)</b>	<b>Alignment with FY21 UPWP</b>
<b>Mobility</b>	Provide for the safe, convenient and efficient movement of people and goods within and between urban centers. (1)	Through attending meetings, communicating and collaboration with partners, regional stakeholders and related agencies (OCWCOG, OMPOC, ODOT, etc.). Primarily Task 110 and Task 130
<b>Equity</b>	Improve the affordability and equitability of the transportation system. (3)	Task 210 will identify low cost ways to deliver projects. Task 220 will help track where folks are walking and biking an
<b>Safety</b>	Provide for the safe, convenient and efficient movement of people and goods within and between urban centers. (1)	Task 310 and 320 will collaborate with AAMPO to examine regional travel issues and how transit can serve the inter-community need. Task 240 and 220 will document how the system is functioning from a safe and efficient perspective.
<b>Efficiency</b>	Efficiently manage and operate the regional transportation system. (2)	Task 310, 320 and 110 will insure regional collaboration with AAMPO and CAMO partners.
<b>Economic Development</b>	Promote the region’s economic vitality through transportation policy and investment. (5)	Through updating the RTP in Task 330, and adhering to this goal, economic vitality will be a core part of regional activity and collaboration.
<b>Sustainability</b>	Promote environmental sustainability. (6)	Task 210, 220 and 320 will contribute to reducing carbon and greenhouse gases from the region by promoting non-motor vehicle modes of transportation.
<b>Public Health</b>	Promote public health through transportation policies and investment. (4)	Task 210, 220 and 320 will contribute to improving the health of the region by promoting non-motor vehicle modes of transportation.
<b>Transportation Options</b>	Promote and expand transportation options for all people. (8)	Task 210, 220, 310 and 320 will all examine how non motor vehicle modes can better serve the transportation needs of the region.
<b>Coordination</b>	Coordinate land use and transportation decision-making processes to the extent feasible (7)	Tasks 110 and 130 and 220 will help coordinate decisions and promote land uses that support multimodal transportation.

Goal Category	CAMPO RTP (3/17)	Corvallis TSP (12/18)	Benton County TSP (3/19)	Philomath TSP (7/18)
<b>Mobility</b>	Provide for the safe, convenient and efficient movement of people and goods within and between urban centers. (1)	Provide an efficient transportation system that supports economic vitality by facilitating the local and regional movement of people and goods. (1)	The transportation system should efficiently connect people with where they want to go. (4)	Develop a transportation system that provides mobility and accessibility for all members of the community, and reduces reliance on motor vehicle travel (2)
<b>Equity</b>	Improve the affordability and equitability of the transportation system. (3)	Provide a diversified and accessible transportation system that ensures mobility for all members of the community and provides viable alternatives to automobile travel. (3)	Transportation investments should serve everyone in the community and recognize disparities in people's access to transportation modes. (2)	Develop a transportation system that provides mobility and accessibility for all members of the community, and reduces reliance on motor vehicle travel (2)
<b>Safety</b>	Provide for the safe, convenient and efficient movement of people and goods within and between urban centers. (1)	Provide a transportation system that enhances the health and safety of residents. (2)	A safe transportation system minimizes risks and conflict. (1)	Enhance transportation safety (3)
<b>Efficiency</b>	Efficiently manage and operate the regional transportation system. (2)	Provide a sustainable transportation system through responsible stewardship of financial and environmental resources. (4)	Investments in transportation should manage assets efficiently and responsibly. (6)	Maintain efficient motor vehicle travel along the street network and through US20/OR 34 (1)
<b>Economic Development</b>	Promote the region's economic vitality through transportation policy and investment. (5)	Provide an efficient transportation system that supports economic vitality by facilitating the local and regional movement of people and goods. (1)	Transportation should support a thriving economy. (5)	Develop and maintain a transportation system that supports economic vitality (4)
<b>Sustainability</b>	Promote environmental sustainability. (6)	Provide a sustainable transportation system through	The transportation system should allow a community to	Provide a sustainable transportation system through
<b>Public Health</b>	Promote public health through transportation policies and investment. (4)	Provide a transportation system that enhances the health and safety of residents. (2)	The transportation system should encourage healthy lifestyles. (3)	
<b>Transportation Options</b>	Promote and expand transportation options for all people. (8)			
<b>Coordination</b>	Coordinate land use and transportation decision-making processes to the extent feasible (7)			Maintain coordination with local and state agencies and plans (6)

**APPENDIX A: CAMPO PLANNING AREA AND INTER-REGIONAL MAP**



## APPENDIX B: OTHER TRANSPORTATION PLANNING ACTIVITIES IN THE MPO AREA

The following is a list of concurrent transportation planning activities within the MPO Area:

1. *Oregon 99W South Corvallis Facility Plan*. This project will develop a refinement plan for OR-99W through South Corvallis. Developed in collaboration with the South Corvallis Area Plan, CAMPO staff hope to have active participation in the planning study.
2. *South Corvallis Area Plan*. A City of Corvallis led project that predominantly focuses on land use, some transportation elements will be addressed as well.
3. *Philomath School Circulation Safety Study*. Awarded as a scoping study during the FY21-24 Metropolitan Transportation Improvement Program (MTIP), the study evaluates existing circulation challenges at Philomath elementary, middle and high schools, and the surrounding neighborhoods. The project will develop analysis and design options to address issues with bus access, private vehicle access, school student highway crossings, and local neighborhood access and turn movement restrictions.
4. *Adair Village Trails Plan*. Awarded as a scoping study during the FY21-24 Metropolitan Transportation Improvement Program (MTIP), the project would develop a trails plan for Adair Village, which is experiencing significant housing growth. The study would include identifying safe routes to school, accessibility to parks, green space, and other amenities in the community, opportunities for new bike and pedestrian paths and connectivity to regional bike paths

# APPENDIX C: GLOSSARY OF ACRONYMS

ATS	Albany Transit System
CAMPO	Corvallis Area Metropolitan Planning Organization
CED	Community and Economic Development Department of OCWCOG
CPT-HSTP	Coordinated Public Transit-Human Service Transportation Plan
CTS	Corvallis Transit System
CWACT	Cascades West Area Commission on Transportation
DEQ	Department of Environmental Quality
DLCD	Department of Land Conservation and Development
GHG	Green House Gases
FAST	Fixing America’s Surface Transportation
FHWA	Federal Highway Administration
FTA	Federal Transit Administration
FY	Fiscal Year
IGA	Intergovernmental Agreement
ITS	Intelligent Transportation System
MAP-21	Moving Ahead for Progress in the 21 <sup>st</sup> Century
MPO	Metropolitan Planning Organization
MTIP	Metropolitan Transportation Improvement Plan
OCWCOG	Oregon Cascades West Council of Governments
ODOT	Oregon Department of Transportation
OSU	Oregon State University
PL Fund	Funds allocated to Metropolitan Transportation Planning activities
RTP	Regional Transportation Plan
ROI	Return on Investment
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 5310	FTA’s program of financing transit for the elderly and people with disabilities
Section 5311	FTA’s program of financing rural transit services
SHRP	Strategic Highway Research Program
STF	Special Transportation Fund
STIP	Statewide Transportation Improvement Program
STBGP	Surface Transportation Block Grant Program
TAC	Technical Advisory Committee
TDP	Transit Development Plan
TGM	Transportation Growth Management
TIP	Transportation Improvement Program
TPAU	Transportation and Planning Analysis Unit of ODOT
TSP	Transportation System Plan
UPWP	Unified Planning Work Program
USC	United States Code
USDOT	United States Department of Transportation

# APPENDIX D: SUMMARY OF COMMENTS

See comment tracker following this page

**Corvallis Area MPO FY21 UPWP**  
Comment Tracker

Item	Page	Comment	By	CAMPO Response
1	0	If there are existing corrective actions for CAMPO please include those and status of addressing the actions.	ODOT	This does not apply to us
2	1	This needs to be updated to Fiscal year 2021 UPWP	ODOT	Revised
3	1	ODOT transportation planner. The region planner title has been replaced.	ODOT	Revised
4	2	If applicable, will CAMPO complete ODOT's Initial Donation/Contributions Approval Form (aka In-Kind Match Form) for ODOT's signature? According to the MPO UPWP protocols (last updated August 6, 2019), "By June 1 – Review in-kind match requests and notify MPO of approval/denial."	FHWA	Will fill out and submit
5	3	Specify how CAMPO's FY21-24 TIP will meet performance based planning requirements. Feel free to share an early draft of CAMPO's FY21-24 TIP and upcoming CAMPO Regional Transportation Plan (RTP) to ODOT, FHWA and FTA to review requirements ahead of time.	FHWA	Added language to address performance based requirements overall
6	3	Kudos to CAMPO staff for sharing Denmark and Netherlands's bicycle infrastructure / activity Lessons learned within the Corvallis community, AAMPO TAC and through the blog.	FHWA	Thanks!
7	3	Include link to presentation/blog?	CAMPO	Added
8	4	Kudos to CAMPO staff for delivering a NACTO Bikeway Training but specifically for involving elected officials. Suggest keeping Bruce Moody (Bruce.MOODY@dot.gov), Nick Fortey (Nick.Fortey@dot.gov) and myself informed / aware / in the loop from the FHWA Oregon Division regarding Bike / Ped activities since we are both involved in safety, bicycle / ped, and livability type of programs. In addition, CAMPO's past and on-going bicycle / ped activities are best practices we would like to share with the FHWA community.	FHWA	Thanks! Meeting follow up sent
9	4	Please let FTA and FHWA know how we can further assist with the AAMPO - CAMPO collaboration / merging discussions.	FHWA	Thank you. We will keep you updated
10	4	Please provide more details about which modes the counters will be able to count.	FTA	Added. They will count pedestrians, bicyclists and motor vehicles
11	4	Do you have a general idea what projects the transit agencies will pursue with the STIF funding?	FTA	Monitoring local agency expansion, as well as regional projects including a Highway 99W transit feasibility study, and improvements in transit technology to provide a seamless travel experience across the CAMPO and greater county region
12	4	This section is unclear, please flesh out how the STIF implementation is tied to monitoring of projects. What is meant by monitoring of projects, what information is being collected/analyzed?	ODOT	See note above. Revised text to make clear our role of communicating progress on implementation to all local and regional stakeholders (i.e. collaboration and coordination).

**Corvallis Area MPO FY21 UPWP**  
Comment Tracker

13	5	Thank you for including the "other documents" for information purposes. How often are these TSPs updated?	FHWA	TSPs are a state requirement there is no mandate to update, however good practice is often at least every 10 years
14	5	Thank you for including the performance measure adherence information. Suggest clarifying what is expected in "2021."	FHWA	Done
15	5	This timeline seems aggressive for a March 2022 deadline.	FTA	Noted
16	5	What is the date of the data, and what data will v. won't be updated?	FTA	Most of the data is from the 2010 census. As 2020 census data will not be available, any an all information available will be updated with ACS data
17	5	Won't CAMPO have a more recent MTIP approval with the development of the 2021-2024 STIP? I.e., 2021-2024 TIP?	ODOT	Yes, that is noted. It was approved in 2019.
18	5	what year?	ODOT	Added
19	5	Not sure it is relevant to include the update schedule for the local TSPs in the UPWP.	ODOT	Noted
20	5	November 2019?	ODOT	Revised
21	5	Include TPAU coordination starting in fall of 2020.	ODOT	Added to task 320
22	5	Change "planned" to "anticipated," for RTP update	CAMPO	Done
23	6	What do you consider consistent with the use of planning funds? Is this for federal, state, or local funds?	FTA	Removed for clarity
24	6	Update, not revision. The CFR is clear the MTP (RTP) should be reviewed and updated every five years in an air quality attainment area (23 CFR 450.324(c)).	FTA	Revised
25	6	Environmental Justice Executive Order 12898 and DOT Order 5610.2(a).	FTA	Revised
26	6	This would also include Tribal governments	ODOT	Added
27	6	OR99W South Corvallis Facility Plan	ODOT	Added
28	6	The bullets in your list (Section IV) do not use parallel verbs/structure.	CAMPO	Revised
29	7	This UPWP is FY21 (July 1 2020 - June 30 2021), the next one will by FY 22	ODOT	Revised
30	7	There is one semi-annual and one annual report required.	ODOT	Okay
31	8	Although we support CAMPO's "tactical urbanism" planning projects, CAMPO must be aware and ensure federal requirements remain in compliance.	FHWA	Added language to comply with MUTCD
32	8	Task 210: Has the MPO considered undertaking a regional analysis of bike, pedestrian, and transit projects as part of the MTP/RTP?	FTA	Added a sentence to reflect that it could be incorporated

**Corvallis Area MPO FY21 UPWP**  
Comment Tracker

33	8	Task 230: Would this time be available for a region-wide project if the member agencies were amenable?	FTA	I think since there's money set aside for a joint AAMPO project already, funds would be used from that as opposed to the technical assistance sub task. However as Benton County is a CAMPO and AAMPO member, assistance to them could impact both MPOs
34	8	Other MPOs have experience conducting this type of work (i.e. Central Lane MPO). It may benefit CAMPO to reach out to them to go over best practices.	ODOT	We have done so and will continue to do so
35	8	Not sure this task aligns with Long Range Planning, as it sounds like staff time can be used to anything needed by the local jurisdiction. Consider moving to program management	ODOT	Considered
36	8	A reference to the successful start technical assistance could be mentioned up in the accomplishments section.	ODOT	Added
37	9	Task 240: Incomplete sentence	FTA	Revised
38	9	This sentence is not complete.	ODOT	Revised
39	9	Task 240: Maybe this could be reframed as being a support or extension of the regional planning in Task 300. Or as using this update as an opportunity to make the relevant information user friendly and accessible to the community?	CAMPO	Revised as so
40	10	What are the conversations around Hwy 20?	FTA	Discussed at length during review meeting. Please see meeting minutes of TAC and Policy Board
41	10	Is this Task related to a Highway 20 Project with AAMPO? Clarify what this project is related to.	ODOT	Added some clarity
42	11	Include tasks that will ensure CAMPO is working towards meeting performance based planning requirements for the upcoming 2022 RTP update.	FHWA	Added language to demonstrate how CAMPO does this in the introduction
43	11	TPAU has asked to begin their work in late 2020.	ODOT	Added clarification to Task 320
44	12	Please provide more details on this set-aside.	FTA	Clarified
45	12	This project is not what I think of in terms of Programming - this more or less aligns with "Data Collection and Analysis" -- However, I noticed this type of Work Program section is not included in this draft the CAMPO UPWP.  If a "Data Section" were to be added this could also include the Region Count Program and Mapping and Data Series that are currently included under Long Range Planning	ODOT	The organization of tasks was revised
46	12	rely on?	ODOT	Revised

Corvallis Area MPO FY21 UPWP

Comment Tracker

47	13	The organization of this UPWP could use some tweaking. It makes sense to keep Task 100 - but doesn't make sense to split apart the RTP from Long Range Planning, this should be a sub task of Long Range Planning.  Also, see comments above about adding a Data task...some of these subtasks would better align with this type of categorization.	ODOT	The organization of tasks was revised
48	14	Attention: ODOT and CAMPO - For the purpose of ensuring the FHWA - PL and FTA Section 5303 funding is accurate in our pending approval letter, please confirm that the funding table is accurate:	FHWA	Table revised with new values and confirmed correct
49	14	Funding Chart Correction	ODOT	Revised
50	15	Incomplete sentence	ODOT	Revised
51	18	Grant complete in Feb 2020	ODOT	Removed
52	18	Other planning: * OR99W South Corvallis Facility Plan * South Corvallis Area Plan will also address transportation.	ODOT	Added
53	GEN	I find the report very readable overall.	CAMPO	Thanks!
54	GEN	Could we add a map showing the two MPOs in the summary of this year's activities?	CAMPO	Added this to the website as opposed to the UPWP.
55	GEN	Are there any specific training opportunities CAMPO staff will plan to participate in?	FHWA	Added some trainings/conferences to Task 100
56	GEN	For the purpose of understanding ODOT-MPO coordination in terms of State and MPO Performance Targets, will CAMPO provide comments on ODOT's documented titled "ODOT Coordination Process with MPOs in Setting, Monitoring, and Reporting State Performance Measure Targets" e-mailed by PK on November 25, 2019. The last version was revised in May 2019. FHWA will be meeting with ODOT in March 2020, please let Jasmine/Rachael know if you have any comments you would like us to relay.	FHWA	Attended bi-ennial update meeting, will review and provide comments on document as well
57	GEN	Does the MPO / Local jurisdictions have a process to update road functional classification? ODOT is looking at ways to get more up to date roadway classification vs. waiting for a high increase of requests triggered by the Census.	FHWA	ODOT Transportation Planner James Feldmann is helping coordinate this and we anticipate it being ready for the RTP update
58	GEN	resources/ training opportunities. Some National Highway Institute (NHI) TRM related courses (free and online) <a href="https://www.nhi.fhwa.dot.gov/home.aspx">https://www.nhi.fhwa.dot.gov/home.aspx</a> - Effective Target Setting for Transportation Performance Management, 138013 - Data for TPM, 138021 - Introduction to Performance Measurement, 138003 - Transportation Performance Management Awareness, Federal Aid version, 138001 or - enter keywords in the search for a course feature on the NHI website.	FHWA	Thanks! Staff attendance at the NCHRP Transportation Performance Measure regional workshop was mentioned, as well as the regional transportation system plan work.

**Corvallis Area MPO FY21 UPWP**

Comment Tracker

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