

CORVALLIS AREA Metropolitan Planning Organization

777 NW 9th Street, Suite 204C; Corvallis, Oregon 97330
541-223-7040 | sdobrinich@ocwcog.org

TECHNICAL ADVISORY COMMITTEE

Thursday, December 3, 2020

10:00 am - 11:30 pm

Via Zoom: <https://us02web.zoom.us/j/82144999347>

Phone: 1-669-900-6833

Meeting ID: 821 4499 9347

Password: 2020

AGENDA

- 1) 10:00 Call to Order and Agenda Review Chair, Gary
Stockhoff
- 2) 10:05 Public Comments Chair
- 3) 10:10 Minutes of October 29, 2020 (Attachment A) Chair

ACTION: Decision on Minutes
- 4) 10:15 Review of Updated Public Participation Plan (Attachment B) Steve
Dobrinich
Review updated Public Participation Plan

Action: Recommend Policy Board adoption of Public Participation Plan
- 5) 10:30 FY2022 Unified Planning Work Program (UPWP) Planning (Attachment C) Nick Meltzer
Review draft version of the FY2022 UPWP

Action: Discussion only
- 6) 10:50 Data for Regional Transportation Plan (Attachment D) Staff
Discussion on data requested by ODOT's Transportation Planning and Analysis Unit (TPAU) for development of the Corvallis Albany Lebanon Model.

Action: Discussion only
- 7) 11:10 Other Business or General Updates Chair
 - Letters of support for Oregon Community Paths Program
 - CAMPO Updates
 - Jurisdictional Reports
- 8) 11:30 Adjournment Chair
Next Meeting- TBD

Meeting facilities are accessible to persons with disabilities. If you will need any special accommodations, please contact Emma Chavez at least 72 hours prior to the meeting. Emma can be reached at 541-924-84051. TTY/TTD 711

**CORVALLIS AREA METROPOLITAN PLANNING ORGANIZATION
TECHNICAL ADVISORY COMMITTEE
Thursday, October 29, 2020
Via Zoom**

DRAFT MINUTES

Members: Gary Stockhoff, Rebecca Houghtaling, Lisa Scherf, and James Feldmann

Staff: Nick Meltzer, Stephen Dobrinich, and Emma Chavez

TOPIC	DISCUSSION	DECISION / CONCLUSION
1. Call to Order and Agenda Review		Meeting was called to order at 9:05 am by Chair Gary Stockhoff. Members conducted introductions.
2. Public Comments		There were no public comments.
3. Minutes of September 24, 2020 meeting		Consensus to approve the September 24, 2020 meeting minutes as presented.
4. Revisions to CAMPO TIP Amendment Policy	<p>Staff Nick Meltzer reported the Transportation Improvement Program (TIP) Amendment Policy was developed in 2018. Meltzer noted that any project that receives federal funding within the region must be included in the local and statewide TIP. If there is a change to the project, it must be approved by the MPO per the federal requirements. In 2018 staff came up with an Amendment Policy which listed many different amendment scenarios. Since staff Steve Dobrinich came on board, staff has found other scenarios that are being added to the TIP Amendment Policy.</p> <p>Steve Dobrinich advised that the TIP itself does not change much during its three year lifespan. It does however get amended, revised and projects are removed. The Amendment Policy is important to</p>	Consensus to recommend the CAMPO TIP Amendment Policy to the Board for approval.

	<p>amend those projects. The Amendment Policy changes include adding clarifying language and adding scenarios CAMPO had not run into in the past.</p> <p>Updated to document:</p> <ul style="list-style-type: none"> • Added additional background information (e.g. why would make changes) • Added additional introductory text • More info outlining the three different types of amendments <p><i>AMENDMENTS TABLE</i></p> <ul style="list-style-type: none"> • Change made to #4 to differentiate #3 from #4 (#3 pertains to projects that had public engagement, #4 pertains to projects that haven't had public engagement) • Added #6 as a Full Amendment • Changed #7-#9 to cost overrun of 10% instead of 5% • Added #12 and #13 as staff level adjustments <p>Dobrinich reported that the rest of the document gives more description on each of the type of amendments. He went on to review those with members.</p> <p><i>FULL AMENDMENT</i></p> <ul style="list-style-type: none"> • <i>Same protocol with updated language</i> <p><i>ADMINISTRATIVE AMENDMENT</i></p> <ul style="list-style-type: none"> • New language same protocol. Added an introductory sentence. <p><i>ADJUSTMENTS:</i></p> <ul style="list-style-type: none"> • Same protocol with small changes to text • Added new paragraph at the end mentioning why including these type of amendments is important <p>Member Feedback:</p> <ul style="list-style-type: none"> • Use the word "available" instead of "possible" in the last paragraph, second sentence • Change cost overrun cutoff on Amendment #7 and #8 from 5% to 10%. Leave 20% cutoff in Amendment #8 and #9. 	
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	<ul style="list-style-type: none"> • Updates allow for more clarity and transparency <p>Staff asked members to consider recommending the TIP Amendment Policy for approval to the Board and announced that if the Board approves at its November meeting; the document will go for public comment.</p>	
<p>5. ODOT Transportation Safety Action Plan Update</p>	<p>Dobrinich reported that ODOT is seeking input on the 2021 Transportation Safety Action Plan (TSAP) update. An online survey is available through November 20th. Staff asked if CAMPO members would like to provide regional feedback or individual feedback</p> <p>Chair Stockhoff asked if any of CAMPO's jurisdictions had a local TSAP. It was noted that there does not seem to be any and that as long as each jurisdiction has a well put together TSP, they would not rely on a TSAP. James Feldmann from ODOT verified that in his time with ODOT, he does not recall any time a project or activity needed to be addressed by TSAP. It was also noted that the TSAP focuses primarily on programmatic activities, not infrastructure projects. Stockhoff stated that the process is very difficult and he'd discourage member jurisdictions from developing one if not required.</p> <p>Member Questions:</p> <ul style="list-style-type: none"> • Does the TSAP drive the ARTS program funding? <ul style="list-style-type: none"> ○ It was clarified that the TSAP is not tied to the ARTS • Will communities that have adopted or developed Vision Zero policies or programs; does that get back to TSAP? <ul style="list-style-type: none"> ○ It does not • Some of the most vulnerable populations are under-reported in crash data between pedestrians and bicycles. Are there other metrics that can be used? – ensure add this to conversation 	<p>Consensus that CAMPO didn't have any particular comments about the TSAP, but the discussion points would be forwarded to ODOT</p>
<p>6. FY2022 Unified Planning Work Program (UPWP) Planning</p>	<p>Dobrinich reported that staff is preparing to develop the FY2022 UPWP and would like to know if members have MPO level projects they would like included in the document. Dobrinich went on to note that a draft document will be available at the January meeting. He went on to review the current UPWP with members and noted that tasks 200 and 300 would likely be the tasks to see the most changes.</p>	

	<p>Member Feedback:</p> <ul style="list-style-type: none"> • Task 210: Pop Up Demonstration Project Training – clarify if work took place or whether or not should be an annual item. Consider renaming to “review of new guidance documents” and ensure it is budgeted for. ODOT’s Blueprint for Urban Design was mentioned as one possible topic for a future training. • Task 220: Regional Count Program – will be carried forward • Ensure time is allocated for certain projects (e.g. Salem to Albany transit and 99W Study) <p>When asked what Dobrinich would be interested in working on over the next year; he responded that he is excited about the RTP process and getting educated in how the modeling works. He is getting involved in the Oregon Modeling Steering Committee, and he hopes to be able to become better informed and closely review the planning analysis.</p> <p>When asked when the MPO will start the next TIP process, Dobrinich stated that for the process it should be 2022 and finalization in 2023.</p>	
<p>7. Other Business or General Updates</p>	<ul style="list-style-type: none"> ➤ Schedule combined November/December TAC meeting (current dates fall on holidays) – TAC to hold a joint November/December meeting on December 3rd, tentative to cancellation depending on agenda items. Per member’s request, staff will email the Public Participation Plan (PPP) to members for review and feedback and will do a final in person review at its December meeting. Staff advised that the Policy Board end of the year meeting dates are November 18th and December 9th. ➤ CAMPO Updates Title VI Plan comment period ended yesterday with no comments received. Staff will work to get the Resolution signed and then the document will be posted online. Staff is working on putting together background information for mobility hubs, vanpool, and other pieces for STIF applications. Those are due early next week. Staff 	<p>TAC to hold a joint November/December meeting on December 3rd from 10:00 to 11:30 am tentative to possible cancellation dependent on agenda items.</p> <p>Staff to send PPP via email to members for review and feedback prior to the December meeting.</p>

	<p>hopes to have the bike and pedestrian counters set up soon. The recruitment for the Community Economic Development (CED) Director is currently taking place. Dobrinich asked members to respond to the Title VI demographics survey.</p> <p>➤ Jurisdictional Reports</p> <p>OSU – forwarded the Highway 20 email from Nick Meltzer regarding the Open House for the OSU Director to spread more campus wide.</p> <p>ODOT – The Hwy 99 south Corvallis Facility Plan has begun. The first meeting is in December with a major focus on downtown Corvallis.</p> <p>Corvallis – Benton County transit has a new brand; Benton Area Transit (BAT). There will be a soft rollout. Benton County as a qualified entity of STIF funds is deep into that process. There are brand new revenue estimates that will inform the next plan. There will be more projects than money. The Plan is due February 1, 2021. CTS is continuing to operate with ridership at about 70% lower than pre COVID. The numbers stayed stable when students returned because rides and hours were increased to meet demand. Mary's River to Crystal Lake path is complete. A pedestrian crossing was incorporated at Crystal Lake Drive. Originally applied for this grant in 2012. Circle Boulevard resurfacing project is also complete. Josh Capps has been collecting feedback on the road diet. Comments are coming in more positive than initially. Started design on next year's resurfacing projects. Started design on next year's resurfacing project. With increased transportation maintenance fees, there is more revenue and more projects that will be completed.</p> <p>James Feldmann asked what the city's approach will be in incorporating TSP standards. City staff spent time reviewing the projects and came up with a list of suggestions on how to do that.</p>	
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	<p>Feldmann went on to note that typically, resurfacing projects don't go through a public process. However, given the TSP and the new standards and Circle Blvd., how is the city approaching locations where there could be a change. Scherf reported that, until the City gets through the entire evaluation period of Circle Blvd.; there will not be any more road diet projects. Corvallis will be applying for Oregon Community Paths Program grant funds for the Tunison path.</p> <p>Benton County – Has made huge strides in a short amount of time for its transit service. Running at 30-35% of normal transit ridership. The County was contacted by ODOT on the Granger and Independence section of the Corvallis to Albany bike path. The Board will have membership changes this coming year therefore, January may be an educational meeting for Board members. It should not be controversial at this time. Benton County will be applying for Oregon Community Paths Program funds.</p>	
8. Adjournment	Next meeting date, Thursday, December 3 rd from 10am to 11:30 am.	Meeting adjourned at 10:27 am.

Public Participation Plan

Adopted December 9, 2020



Corvallis Area Metropolitan Planning Organization



Adopting Resolution

Add here

Corvallis Area Metropolitan Planning Organization Membership

Policy Board

Councilor Alan Rowe	City of Adair Village
Councilor Barbara Bull (Chair)	City of Corvallis
Mayor Eric Nieman	City of Philomath
Commissioner Pat Malone (Vice-Chair)	Benton County
Savannah Crawford	Oregon Department of Transportation

Technical Advisory Committee (TAC)

Chris Workman	City of Philomath
Gary Stockhoff (Chair)	Benton County
Greg Gescher	City of Corvallis
James Feldman	Oregon Department of Transportation
Pat Hare	City of Adair Village
Rebecca Houghtaling	Oregon State University

TAC Ex-Officio Members

Jasmine Harris	US Federal Highway Administration (FHWA) OR Division
Jeremy Borrego	US 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

Nick Meltzer	Transportation Manager
Steve Dobrinich	Transportation Planner
Emma Chavez	Executive Administrative Assistant

Corvallis Area Metropolitan Planning Organization

777 NW 9th Street, Suite 204C
Corvallis OR, 97330
(541) 758-1911
<https://corvallisareampo.org/>

Table of Contents

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Chapter 1: Introduction

What is an 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.

In accordance with federal regulations, the functions and responsibilities of MPOs include development of an annual Unified Planning Work Program (UPWP), an annual list of obligated projects, a 4-year Transportation Improvement Program (TIP), a long-range Regional Transportation Plan (RTP), and a Public Participation Plan (PPP). MPOs must also demonstrate compliance with Title VI and other nondiscrimination requirements.

What is the Corvallis Area Metropolitan Planning Organization (CAMPO)?

The Corvallis Area Metropolitan Planning Organization (CAMPO) serves as the metropolitan planning organization for the Corvallis Urbanized Area, as designated by the Oregon Governor in December 2002. CAMPO is comprised of the Cities of Adair Village, Corvallis, Philomath, parts of Benton County, and the Oregon Department of Transportation (ODOT). CAMPO is governed by a five-member Policy Board consisting of elected representatives from each city or county, as well as a staff person from ODOT. The Oregon Cascades West Council of Governments (OCWCOG), under a contract with the CAMPO Policy Board, provides administrative services and staffing to CAMPO.

What is the Purpose of the Public Participation Plan?

The purpose of this document is to outline the policies and procedures adopted by the CAMPO Policy Board for involving the general public in the MPO's transportation decision-making processes. The PPP describes methods, strategies, and desired outcomes for public participation, addressing outreach to a broad audience of interested parties. CAMPO's PPP includes specific requirements for both **Ongoing Activities** (e.g. monthly meetings of the Policy Board and Technical Advisory Committee) and **Plan and Program Updates** (e.g. development or update of Regional Transportation Plan and Transportation Improvement Program). Plan and program updates require the development of a specific public involvement program prior to the commencement of the activity.

Active public involvement is a key component of an MPO's *continuing, cooperative* and *comprehensive* planning effort and an integral part of transportation planning and programming activities. Public participation in the transportation planning process allows the public the opportunity to voice concerns and offer suggestions about transportation-related issues, while also helping to educate the public about the technical aspects of transportation planning. Through public participation, transportation professionals and decision-makers are afforded the opportunity to see sides of an issue that may be missed when considering a project. Meaningful dialog among technical professionals, local decision makers, and general stakeholders is key to achieving consensus, which is desired before moving a project forward.

Additional benefits of public participation include:

- Identifying issues and concerns that matter most to residents and other stakeholders
- Promoting accountability
- Developing a sense of community and ownership
- Fostering trust in the decision making process and with decision-makers

- Ensuring that CAMPO meets MPO equity goals
- Encouraging cooperation and compromise
- Preventing and/or mitigating future conflict

What are the Requirements for a Public Participation Plan?

Both the Federal Government and the State of Oregon require public involvement in the transportation planning process. The *Intermodal Surface Transportation Efficiency Act (ISTEA)* of 1991 mandated that “MPOs develop and utilize a proactive public involvement process that provides complete information, timely public notice, full public access to key decisions, and supports early and continuing involvement of the public in developing RTPs and TIPs.” Subsequent federal transportation bills have expanded these provisions and require MPOs develop a formal Public Participation Plan. The *Fixing America’s Surface Transportation Act (FAST Act)* in 2015 reaffirmed these federal directives. For additional information on public participation requirements see Chapter 3 of this document.

How was this Plan Developed?

Staff began the process of developing this Plan by reviewing the existing CAMPO Public Participation Plan and identifying elements suitable for inclusion moving forward. Much of the work done to develop this Plan grew out of the update to the CAMPO Title VI Nondiscrimination Plan which took place during the summer and fall of 2020. In developing this Plan, staff reviewed best practices literature on public involvement; Public Participation Plans adopted by other MPOs in Oregon; and State and Federal requirements related to public participation. Because the PPP will ultimately drive all future public involvement activities for CAMPO, staff conducted outreach during this process and made the Plan available for a 45-day public comment period prior to final adoption. Additional details on public involvement related to the development of this Plan can be found in Chapter 5.

What is in this Document?

The remainder of this plan is broken into chapters that address the requirements of a Public Participation Plan:

- **Chapter 2: CAMPO Overview**—Overview of CAMPO’s role and responsibilities, governance, and membership. Outlines CAMPO’s goals and objectives for public involvement.
- **Chapter 3: Public Involvement Framework**—Provides details on CAMPO’s public participation procedures and an overview of the role of the CAMPO Policy Board and Technical Advisory Committee (TAC).
- **Chapter 4: Inclusion of Interested Parties**—Focuses on engagement activities related to specific communities and organizations in the CAMPO planning area.
- **Chapter 5: Outreach Activities and Evaluation**—Successful evaluation of the CAMPO Public Participation Plan requires tracking outreach activities. This chapter outlines potential public involvement tools as well as tracking efforts and evaluation criteria.
- **Appendices:**
 - *Appendix A: Transportation Acronyms*
 - *Appendix B: Transportation Glossary*
 - *Appendix C: Public Involvement Procedures for CAMPO Plans and Programs*
 - *Appendix D: Spectrum of Public Participation*

Chapter 2: CAMPO Overview

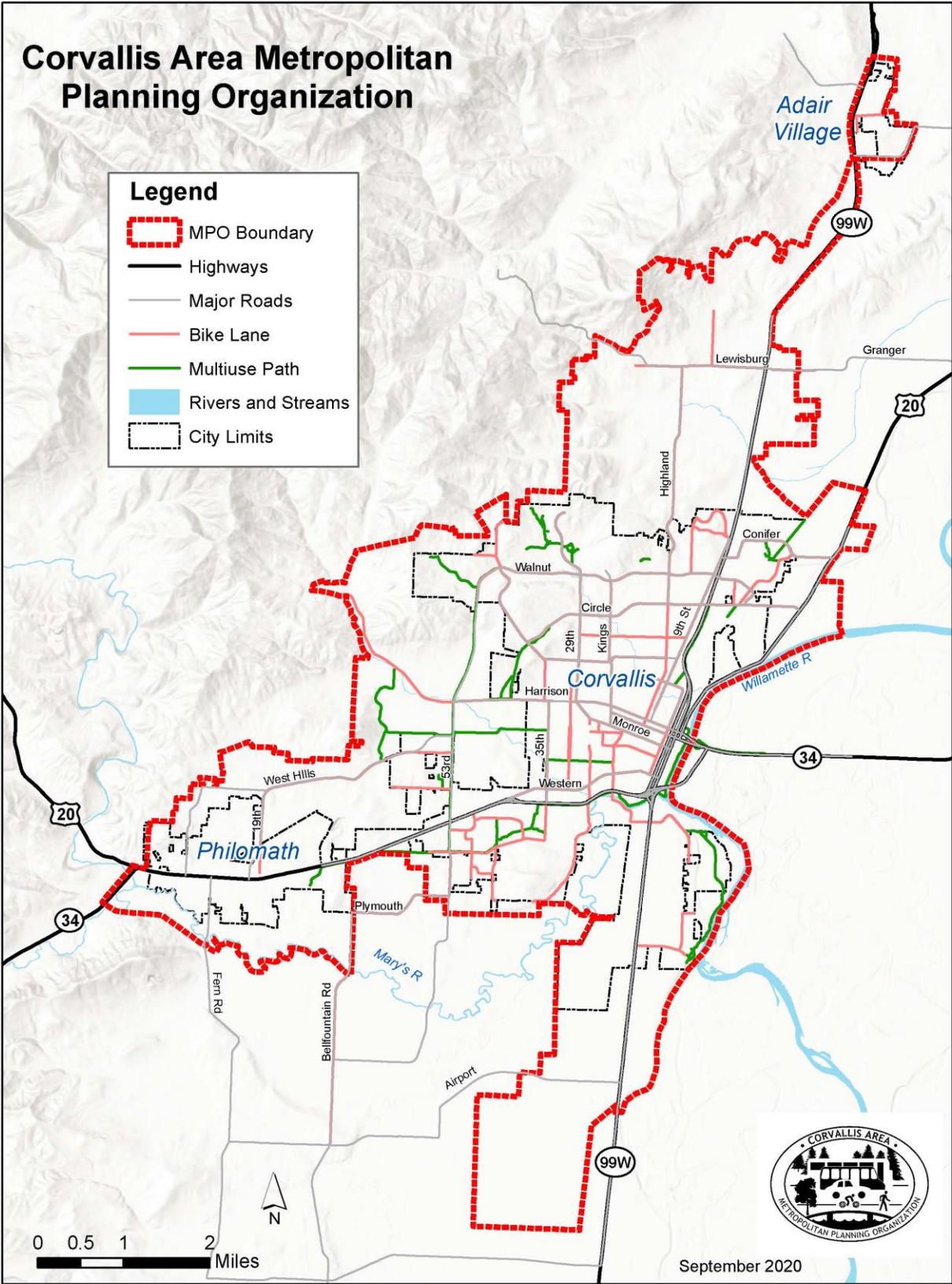
MPO Roles and Responsibilities

Per USC 23, 123 & 450, a Metropolitan Planning Organization (MPO), must provide transportation planning and programming in *Urbanized Areas* (areas with a collective population of 50,000 or more.) MPOs facilitate *continuing, cooperative* and *comprehensive* transportation planning processes in partnership with their state Department of Transportation.

The Corvallis Area Metropolitan Planning Organization (CAMPO) serves as the MPO for the Corvallis Urbanized Area, as designated by the Oregon Governor in 2002. The region includes the cities of Adair Village, Corvallis, Philomath, and parts of Benton County. CAMPO is governed by a five-member Policy Board consisting of elected representatives from each city or county, as well as a staff person from the Oregon Department of Transportation (ODOT). A Technical Advisory Committee (TAC) is made up of professional staff of the above entities, the ODOT Regional Planner, a representative from the Albany Transit System, and a representative of Oregon State University. The representatives of relevant federal and other state agencies have ex-officio status on the TAC. The TAC reviews technical material and provides recommendations to the Policy Board. The City of Corvallis is the owner of the Corvallis Transit System and their representation on the MPO Policy Board and TAC also represents the interests of the transit system. The Oregon Cascades West Council of Governments (OCWCOG), under a contract with the Policy Board, provides staffing including fiscal and administrative support to CAMPO.

One of the central requirements for MPOs is an inclusive decision-making process including development and implementation of a proactive public involvement process that provides complete information, timely public notice, full public access to key decisions, and supports early and continuing public involvement in developing the Regional Transportation Plan (RTP), Transportation Improvement Program (TIP), and other key documents. To ensure an all-inclusive decision-making process occurs, MPOs are required to utilize Public Participation Plans (PPPs) that are developed in consultation with an expanded list of interested parties. Once adopted, the PPP will direct CAMPO's public outreach activities during future planning and programming activities.

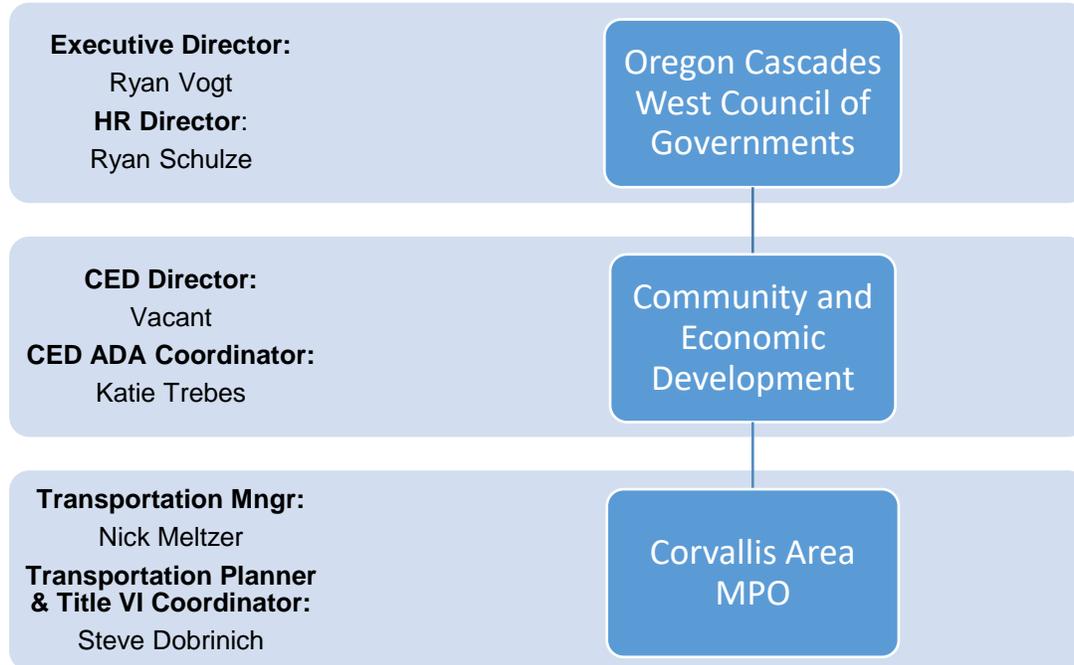
CAMPO Planning Area



CAMPO Organization and Governance

CAMPO is governed by a five-member Policy Board consisting of elected representatives from the cities of Adair Village, Corvallis, Philomath, and Benton County, as well as a staff person from the Oregon Department of Transportation (ODOT). CAMPO’s staffing --including administrative, bookkeeping, and computer services-- are performed by the Oregon Cascades West Council of Governments (OCWCOG) under a contract with the Policy Board. OCWCOG staff dedicated to CAMPO activities are located in the Community and Economic Development Department (CED). CAMPO is governed independently of OCWCOG through the Policy Board.

Figure 1: Organization Chart



Goal Statement

CAMPO actively strives for an inclusive public process consistent with the provisions of Federal Highway Administration (FHWA) Title 23 Code of Federal Regulations Part 450 (23 CFR 450) and Federal Transit Administration (FTA) 49 CFR 613 as retained and amended by SAFETEA-LU, MAP-21, and the FAST Act.

CAMPO Goal Statement: *The Corvallis Area MPO seeks to provide an open planning process with multiple opportunities for public input and to maximize the active participation of residents and interested parties in the region's transportation planning and programming activities. The Corvallis Area MPO will respond to comments received through public outreach and utilize relevant input as a key part of the decision-making process. The Corvallis Area MPO will strive to incorporate additional best practices in public engagement and expand the MPO's existing outreach efforts.*

Public Participation Objectives

The objectives of the CAMPO Public Involvement Process are to:

Objective 1: Inform the public about transportation policies, plans and activities under consideration by the MPO and provide opportunities for public involvement during all phases of the transportation planning process;

Objective 2: Provide timely notice to the public on all transportation planning and programming activities;

Objective 3: Coordinate the MPO's activities with those of other public agencies including transit providers and other key stakeholders;

Objective 4: Provide for the consideration of all input received from the public and deliver timely responses to comments received as appropriate;

Objective 5: Identify and actively invite traditionally underserved segments of the population including minorities, low-income people, people with disabilities and people with Limited English Proficiency (LEP)

Chapter 3: Public Involvement Framework

Federal and State Requirements for Public Participation

The *Intermodal Surface Transportation Efficiency Act* (ISTEA) of 1991 mandated that “MPOs develop and utilize a proactive public involvement process that provides complete information, timely public notice, full public access to key decisions, and supports early and continuing involvement of the public in developing RTPs and TIPs.” In 2005, the *Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users* (SAFETEA-LU) expanded these provisions to require “extensive stakeholder participation above and beyond public involvement.” This included the requirement for MPOs to develop a formal Public Participation Plan. The passage of *Moving Ahead for Progress in the 21st Century* (MAP-21) in 2012 and the *Fixing America’s Surface Transportation Act* (FAST Act) in 2015 reaffirmed these federal directives for public participation.

In addition to federal requirements, the State of Oregon requires public involvement in the planning process. Oregon Statewide Planning Goal 1 is Citizen Involvement. Goal 1 requires regional agencies to use existing local citizen involvement programs established by counties and cities. Further, the Oregon Public Meetings Law requires that: all meetings of governing bodies covered by the law (which include the Policy Board and Technical Advisory Committee) are open to the public; that the public be given notice of the time and place of the meetings; that meetings be accessible to everyone, including people with disabilities; and that minutes be made available to the public within a reasonable time that indicate the substance of the deliberations, decisions, and reference any information upon which such decisions are made. The public will be provided reasonable time during all public meetings to provide input, feedback and/or recommendations.

Public Involvement Process for Ongoing Activities

Ongoing activities are primarily administrative tasks that are performed routinely over the course of a year or two. Examples of these are the development of the Unified Planning Work Program (UPWP), the Self-Certification Process, and monthly meetings of the Policy Board and the Technical Advisory Committee. For these activities CAMPO will, at a minimum, conduct the following outreach activities:

- Hold public meetings at convenient and accessible locations and times
- Post meeting dates, agendas and minutes on the CAMPO website: <https://corvallisareampo.org/>
- Provide reasonable public access to technical and policy information used in the development of plans and programs including posting key documents on the CAMPO website
- Provide a public comment opportunity on each Policy Board and Technical Advisory Committee meeting agenda and invite the public to submit written comments electronically or on paper
- Utilize graphics and other visualization techniques, when appropriate, to describe MPO plans and programs (e.g. maps, graphs, photos, presentations, drawings)
- Extend outreach to existing advisory groups and other key stakeholders with updates and information on CAMPO plans and activities
- Seek out and consider the needs of those traditionally underserved by existing transportation systems, including low-income and minority households, persons with disabilities, and seniors
- Maintain and implement CAMPO’s Title VI Nondiscrimination Plan

- Develop coordination protocols with the Albany Area Metropolitan Planning Organization and the Cascades West Area Commission on Transportation
- Coordinate with statewide transportation agencies on their public involvement and consultation processes
- At a minimum of every three years, review the effectiveness of the Public Participation Plan to ensure a full and open participation process

Public Involvement Process for Plan and Program Updates

Plan and program updates are long-range transportation efforts that are undertaken periodically. Examples of these are the development and periodic update of CAMPO's Regional Transportation Plan (RTP) and Transportation Improvement Program (TIP) or the undertaking of special studies. These are performed every two to five years. For these functions, CAMPO will develop a specific public involvement program prior to the commencement of that activity. The specially tailored programs will, at minimum, include all the elements listed above for ongoing MPO Activities and will also include targeted public outreach and solicitation of public comments.

The following two sections (Initial Public Outreach and Intermediate and Final Public Outreach) outline additional steps CAMPO will take to involve the public in large planning and program updates. See Appendix C for more information on public involvement procedures related to specific CAMPO plans and programs.

Initial Public Outreach

Initial public outreach will include a public meeting and information dissemination to the public. These activities will strive to do the following:

- Explain the roles and responsibilities of CAMPO
- Explain the process, schedule and participation opportunities for the general public and interested parties
- Present the plan goals and objectives
- Present the existing conditions assessment
- Present the results of the future conditions analysis
- Obtain public comment.

Input from the public will be compiled for review by the Technical Advisory Committee and Policy Board. Input will be used to determine if changes should be made to the draft planning documents.

The initial public outreach may use the following means to involve the public:

- Issuance of press releases to the local media and follow-up to contacts as necessary
- Purchase of advertisements in local newspaper
- Distribution of public service announcements
- Development of project newsletters
- Direct mail and e-mail to interested individuals and parties
- Publishing draft planning documents on the CAMPO website at <https://corvallisareampo.org/>
- Solicitation of public comment through the CAMPO website, interested parties list, and other outlets
- Attending partner agency and stakeholder meetings to provide updates on plan and program development
- Hosting an in-person or virtual public open house

- Providing bi-lingual outreach materials to Limited English Proficiency (LEP) populations including summary materials on relevant plan or program

The implementation of initial public outreach will be dictated by the public review process for each plan or program. Input from the public will be accepted throughout the plan development process.

Intermediate and Final Public Outreach

Intermediate and final outreach phases may include public meetings and information dissemination to the public. These activities will strive to do the following:

- Reiterate the roles and responsibilities of CAMPO
- Recap the details of the planning process for which outreach is being conducted
- Review project schedule and participation opportunities for the general public and interested parties
- Seek input on draft planning documents

Input from the public will be compiled for review by the Technical Advisory Committee and Policy Board. Input will be used to determine if changes should be made to the draft planning documents.

Intermediate and final public outreach may use the following means to involve the public:

- Issuance of press releases to the local media and follow-up to contacts as necessary
- Purchase of advertisements in local newspaper
- Distribution of public service announcements
- Development of project newsletters
- Direct mail and e-mail to interested individuals and parties
- Publishing draft planning documents on the CAMPO website at <https://corvallisareampo.org/>
- Solicitation of public comment through the CAMPO website, interested parties list, and other outlets
- Attending partner agency and stakeholder meetings to provide updates on plan and program development
- Hosting an in-person or virtual public open house
- Providing bi-lingual outreach materials to Limited English Proficiency (LEP) populations including summary materials on relevant plan or program

The implementation schedule of intermediate and final public outreach will be dictated by the public review process for each plan or program. Input from the public will be accepted throughout the plan development process.

Role of Policy Board

The CAMPO Policy Board is the governing board for the MPO. The Policy Board is responsible for all actions, agreements, and functions to be carried out by the MPO, including the management, supervision, policy, and direction of all programs, functions and activities established and operated by the MPO. The MPO has policy and administrative responsibilities related to federal and state transportation laws and regulations including the development of the following:

- Annual Unified Planning Work Program (UPWP) and budget
- Regional Transportation Plan (RTP)—a long-range plan updated at least every five years
- Transportation Improvement Program (TIP)—a short-range program of transportation improvement projects; updated at least every three years
- Title VI Nondiscrimination Plan and related Civil Rights compliance review
- Public Participation Plan (PPP)

The five member Policy Board includes elected representatives from the cities of Adair Village, Corvallis and Philomath; Benton County; and a staff person from the Oregon Department of Transportation (ODOT).

All CAMPO Policy Board meetings are open to the public. All meetings are documented in minutes, with minutes and agendas distributed via e-mail to the CAMPO interested party list. Minutes and agendas are also posted to the CAMPO website (<https://corvallisareampo.org/>).

Role of Technical Advisory Committee (TAC)

Members of the Technical Advisory Committee (TAC) are appointed by the Policy Board. TAC responsibilities are to:

- Conduct technical reviews and analysis
- Recommend the creation of special committees
- Review, evaluate and recommend adoption of CAMPO policies and plans
- Serve as technical resource for the Policy Board

The TAC is made up of professional staff from the cities of Adair Village, Corvallis, and Philomath; Benton County; the ODOT Regional Planner; a representative from the Albany Transit System; and a representative of Oregon State University. Ex-officio members of the TAC may include FHWA, FTA, Oregon Department of Land Conservation and Development (DLCD), Oregon Department of Environmental Quality (DEQ), and Oregon Division of State Lands (DSL). The City of Corvallis is the owner of the Corvallis Transit System and their representation on the MPO Policy Board and TAC also represents the interests of the transit system.

All TAC meetings are open to the public. All meetings are documented in minutes, with minutes and agendas distributed via and e-mail to the TAC members, and TAC-interested parties. Minutes and agendas are also posted to the CAMPO website (<https://corvallisareampo.org/>).

Virtual Public Engagement

CAMPO utilizes virtual public engagement as a tool for extending public input efforts beyond traditional outlets. Virtual open houses, outreach through social media, story maps and other tools can be used to spread project information and gather a broader range input more efficiently. CAMPO has successfully done this in the past and the ongoing impacts of the novel Coronavirus (COVID-19) pandemic have further underlined the valuable role virtual public engagement can play in gathering public input. Continuing forward it is CAMPO's intention to provide convenient and accessible opportunities for public input on planning and programming activities through multiple outreach channels, including virtual outlets.

As an example, during the development of the Fiscal Year 2021-24 Transportation Improvement Program (TIP) CAMPO hosted a bi-lingual virtual open house as the main form of public engagement. First, the CAMPO Technical Advisory Committee (TAC) evaluated and recommended projects to the Policy Board. After recommended projects were submitted by TAC members, a flyer requesting input (**Figure 2**) was distributed through public information officers at ODOT, Corvallis, Benton County, Philomath and Adair Village. The flyer brought people to a landing page on CAMPO's website that had details on the TIP process, a link to FHWA's website with more details on the TIP, and information on their role in commenting on the process. One link included an interactive map displaying all of the submitted projects with details on location and cost. Respondents could then submit comments on each project using an online form. All materials, including the flyer, website, map and comment form were bi-lingual. The public comment period was open from July 3rd through July 24th of 2019.

Figure 2: Virtual Public Input Flyer

Your Input Is Requested! Se Solicitan Sus Sugerencias!!

**On Funding Regional Transportation Projects
Sobre la Financiación de Proyectos de Transporte
Regional**

<http://www.corvallisareampo.org/FY2024TIP>

The Corvallis Area Metropolitan Planning Organization (CAMPO) anticipates up to \$3.48 Million in funding for transportation projects between 2021 and 2024. Your input is requested on those projects and will be provided to the CAMPO Policy Board for final decision. **Comments will be open between 3 July and 24 July, 2019.**

La Organización de Planificación Metropolitana del Area de Corvallis (CAMPO) anticipa hasta \$3.48 millones en financiamiento para proyectos de transporte entre los años 2021 y 2024. Sus sugerencias se solicitan en esos proyectos y se proporcionará a la Junta Directiva de CAMPO para la decisión final. **Comentarios estarán abiertos entre Julio 3 y Julio 24, 2019.**



More on CAMPO:

The Corvallis Area Metropolitan Planning Organization is federally designated and comprises the Cities of Corvallis, Philomath, Adair Village, Benton County, and the Oregon Department of Transportation. For More Information visit www.corvallisareampo.org

Más sobre CAMPO:

La Organización de Planificación Metropolitana del Area de Corvallis esta designada federalmente y es compuesta por las siguientes ciudades; Corvallis, Philomath, Adair Village, el Condado de Benton, y el Departamento de Transportación de Oregon. Para obtener más Información, visite www.corvallisareampo.org

Chapter 4: Inclusion of Interested Parties

CFR 24 U.S.C. 134 defines interested parties as: citizens, affected public agencies, representatives of public transportation employees, freight shippers, providers of freight transportation services, private providers of transportation, representatives of users of public transportation, representatives of users of pedestrian walkways and bicycle transportation facilities, representatives of people with disabilities and other interested parties.

Contact lists of “interested parties” are maintained for the Policy Board and the Technical Advisory Committee. Anyone interested in being added to the interested party list of any of the CAMPO committees may do so by contacting CAMPO staff.

In addition to members of the general public who provide valuable input, CAMPO has identified a number of stakeholder groups as important participants in the public participation process. Those stakeholder groups are discussed throughout the remainder of this chapter.

Minority and Low Income Populations

Title VI of the 1964 Civil Rights Act (42 U.S.C. 2000d-1) states that "No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance." Title VI bars intentional discrimination as well as disparate impact discrimination (i.e., a neutral policy or practice that has an unequal impact on protected groups).

The federal Executive Orders pertaining to Environmental Justice (EJ) further amplify Title VI by providing that "each Federal agency shall make achieving environmental justice part of its mission by identifying and addressing, as appropriate, disproportionately high and adverse human health or environmental effects of its programs, policies, and activities on minority populations and low-income populations."

To ensure full compliance with Title VI and the Environmental Justice Order, CAMPO maintains a Title VI Nondiscrimination Plan, outlining actions the MPO takes to engage minority and low-income populations in transportation decision making. The CAMPO Title VI Nondiscrimination Plan is directly related to public participation and is considered a key part of the MPO's overall public involvement framework.

Seniors and Persons with Disabilities

The needs of seniors and individuals with disabilities are important factors when planning and building a transportation system. CAMPO defines a “senior” as any person 65 years of age or older. “Persons with Disabilities” include all civilian, non-institutionalized persons, 5 years and older that identify as having one or more of six disability types: hearing difficulty, vision difficulty, cognitive difficulty, ambulatory difficulty, self-care difficulty, and/or independent living difficulty. Organizations representing these populations will be included in CAMPO contact lists, and may be represented on CAMPO committees.

Transportation Providers

Public and private agencies representing transit (fixed-route, shared-ride, paratransit, intra-city) and freight (rail, truck, air) interests are key stakeholders in the CAMPO planning process. Organizations representing these interests will be included in CAMPO contact lists, and are represented on CAMPO committees.

Federal, State, Regional and Local Government Agencies

In order to comply with Federal and State regulations and to be consistent with the planning processes of State and local entities, CAMPO staff regularly consult with the Oregon Department of Transportation (ODOT) and the Federal Highway Administration (FHWA) through reviews, committee meetings, by e-mail, and by phone as work products are developed and finalized. In addition there may be one or more ex-officio (non-voting) members from FHWA and Federal Transit Administration (FTA) on the Technical Advisory Committee.

State, regional, and local municipal agencies are represented on the CAMPO Policy Board and on CAMPO committees.

Other agencies involved in the process, but not necessarily on a regular basis, include business and freight representatives

Special Interests

Special-interest groups offer differing opinions on the need for and scope of transportation services and facilities in the region. Special-interest groups which may be invited into the process include, but are not limited to:

- Local neighborhood and environmental organizations
- Chambers of Commerce
- Corvallis-Benton County Economic Development Office
- School districts
- City of Corvallis Bicycle and Pedestrian Advisory Board
- Corvallis Sustainability Coalition –Transportation Action Team
- Other Bicycle and pedestrian advocates
- Transit Dependent Persons
- Persons experiencing homelessness
- Oregon State University students
- Representatives of freight interests

Chapter 5: Outreach Activities and Evaluation

Public Involvement Tracking and Periodic Evaluation

Successful evaluation of public involvement activities requires tracking outreach efforts and establishing initial baseline measurements. CAMPO will periodically review its public involvement process to ensure that all interested parties, including transportation stakeholders and traditionally underserved groups, have been provided with equal opportunities to participate in the planning processes. This plan will be updated at least every 3-years.

CAMPO uses a variety of public involvement tools to inform and engage the community during the planning, update, and amendment of plans and programs. The type of medium used and the degree to which the public is encouraged to be involved depends on the planning activity that is taking place. The table below outlines CAMPO's approach to using a number of different public involvement tools as well as information on when to use each tool.

Public Involvement Tool	When is Tool Used?	CAMPO's Approach
Email Announcements, Master Contact Database/ Email List	<ul style="list-style-type: none"> TAC meeting announcements Policy Board meeting announcements Updates and announcements about MPO Plans and Programs (e.g. RTP, TIP, UPWP, etc.) 	<ul style="list-style-type: none"> Increase e-mail list by advertising the availability of e-mail announcements using (Sign up for email via CAMPO Website) Make corrections when e-mails are returned
Website/ Social Media	<ul style="list-style-type: none"> TAC meeting announcements Policy Board meeting announcements Updates and announcements about MPO Plans and Programs (e.g. RTP, TIP, UPWP, etc.) Public notice for TIP amendments General MPO updates 	<ul style="list-style-type: none"> Include website address on all organization products Link website to partner organizations Utilize social media outlets available through OCWCOG or member organizations including paid ads as appropriate
Public Service Announcements (PSA)	<ul style="list-style-type: none"> This tool is used to provide information on meetings, planning documents, and pending transportation policy decisions when appropriate 	<ul style="list-style-type: none"> Request PSAs be run by local radio, TV, print and other media outlets
Newspaper Advertisements and Legal Advertisements	<ul style="list-style-type: none"> Updates and announcements about MPO Plans and Programs (e.g. RTP, TIP, UPWP, etc.) Public notice for TIP amendments Meeting announcements when major decisions will be considered by the TAC or Policy Board 	<ul style="list-style-type: none"> Place publication in prominent location of paper if possible Post notice in publications that reach underserved populations
Press Releases	<ul style="list-style-type: none"> This tool is used to provide information on meetings, planning documents, and pending transportation policy decisions when appropriate 	<ul style="list-style-type: none"> Maintain a current media contact list Utilize press releases to encourage media coverage
Direct Mailings	<ul style="list-style-type: none"> This tool is used to provide information on meetings, planning documents, and 	<ul style="list-style-type: none"> Adjust mailing list to more accurately target affected areas

	pending transportation policy decisions when appropriate	<ul style="list-style-type: none"> Use the most up-to-date information to maintain the mailing list
Flyers/Posters	<ul style="list-style-type: none"> This tool is used to provide information on meetings, planning documents, and pending transportation policy decisions when appropriate 	<ul style="list-style-type: none"> Increase distribution to common areas where posters will be more visible to the general public
Open Houses/ Public Workshops, Speakers Bureau/ Small Group Meetings	<ul style="list-style-type: none"> This tool is used to provide information on updates to plans and programs as well as pending transportation policy decisions 	<ul style="list-style-type: none"> The presentation should provide specific information introducing and outlining the project or program MPO staff should utilize this tool when launching major project or program updates or when public input is needed MPO staff and any consulting staff should be available in a timely manner to make presentations about MPO activities when requested
CAMPO staff attending and providing updates to partner agencies and stakeholder during their regularly scheduled meetings	<ul style="list-style-type: none"> This tool is used to update partner agencies and stakeholders on CAMPO activities during their regularly scheduled meeting time 	<ul style="list-style-type: none"> MPO staff should utilize this tool to provide informal updates on CAMPO activities When appropriate, this outreach tool may include formal presentations on CAMPO projects and programs
Planning Document Distribution	<ul style="list-style-type: none"> This tool is used to garner input on updates to MPO Plans and Programs (e.g. RTP, TIP, UPWP, etc.) 	<ul style="list-style-type: none"> Build distribution list to include key partners including member cities, Benton County, and local school districts Build distribution list to include county and city government buildings, libraries and websites
Comment Forms	<ul style="list-style-type: none"> This tool is used to garner input on a broad range of MPO plans and activities 	<ul style="list-style-type: none"> Encourage responses by explaining the importance of receiving comments
Graphics/ Visualization	<ul style="list-style-type: none"> Used to provide information on MPO plans, programs and pending transportation policy decisions Policy Board and TAC meetings 	<ul style="list-style-type: none"> Include graphics and visualization techniques online and during public meetings and hearings

Public Involvement Activities Included in the Development of this Plan

Federal transportation planning regulations require MPOs to make their Public Participation Plan available for public review and comment at least 45 days before its final adoption or revision. Moreover, because the PPP will ultimately drive all future public involvement activities for CAMPO, it is important to conduct concerted outreach in the development of this plan. To maximize public input during the development of this document, CAMPO took the following steps:

1. A public comment period was held from October 22, through December 8, 2020 to satisfy the 45 day public comment requirement;
2. Electronic and printed copies of the draft Public Participation Plan were made available for public review and comment. An electronic copy of the draft document was posted at the

CAMPO's Website: www.corvallisareampo.org. Printed copies of the draft plan were available to be mailed with a pre-addressed return envelope.

3. The availability of the draft document for public review and comment was advertised in the Corvallis Gazette-Times on three separate occasions (October 22, 2020; November 23, 2020; and December 1, 2020) and posted on the CAMPO website.
4. CAMPO staff presented the draft Plan for review and comment by the CAMPO member jurisdictions as represented on the Policy Board and CAMPO Technical Advisory Committee. These meetings were open to the public, advertised on the CAMPO website and distributed via email to interested parties. An electronic copy of the draft document was subsequently shared with member jurisdictions for additional review and comment.
5. Staff created and circulated a short video providing an overview on the Public Participation Plan and requesting input from interested parties.

Due to the novel Coronavirus (COVID-19) and ensuing pandemic opportunities for in-person public engagement were during this process were limited. Ordinarily the open house would have been held in-person and printed copies of the draft plan would have been made available at the Corvallis Public Library and in the offices of member jurisdictions.

Appendix A: Transportation Acronyms

3-C –Continuing, Comprehensive and Cooperative Planning Process

3R –Resurfacing, restoring, and rehabilitating

AAMPO –Albany Area Metropolitan Planning Organization

AASHO –American Association of State Highway Officials

AASHTO –American Association of State Highway and Transportation Officials

ACT–Area Commission on Transportation

ADA –Americans with Disabilities Act

ADT –Average Daily Traffic (or Average Daily trips)

AMPO –Association of Metropolitan Planning Organizations

APA –American Planning Association

APTA –American Public Transportation Association

ARBA –American Road Builders' Association

ARMA –American Road Makers' Association

ARRA –American Recovery and Reinvestment Act

ARTBA –American Road and Transportation Builders' Association

ATS –Albany Transit System

BMP– Best Management Practice

BMS– Bridge Management System

BRT– Bus Rapid Transit

BTS– Bureau of Transportation Statistics

CAA– Clean Air Act

CAA(A)– Clean Air Act Amendments

CALM– Corvallis Albany Lebanon Model

CAMPO– Corvallis Area Metropolitan Planning Organization

CFR– Code of Federal Regulations

CIP– Capital Improvement Program

CMAQ– Congestion Mitigation and Air Quality Program

CMP– Congestion Management Process (Plan)

CMS– Congestion Management System

COG– Council of Governments

CTS– Corvallis Transit System

CWACT– Cascades West ACT

DEIS– Draft Environment Impact Statement

DEQ– Department of Environmental Quality

DLCD– Department of Land Conservation and Development

DOT– Department of Transportation

EEO– Equal Employment Opportunity

EIS– Environmental Impact Statement

EJ– Environmental Justice

EPA– Environmental Protection Agency

FAA– Federal Aviation Administration

FAP– Federal-aid primary

FAS– Federal-aid secondary

FAU– Federal-aid urban

FAUB– Federal-aid Urban Boundary
FEIS– Final Environmental Impact Statement
FFC– Federal Functional Classification
FHWA– Federal Highway Administration
FONSI– Finding of No Significant Impact
FRA– Federal Railroad Administration
FTA– Federal Transit Administration
FFY– Federal Fiscal Year
FY– Fiscal Year

GIS– Geographic Information Systems
GPS– Global Positioning Systems

HBP– Highway Bridge Program
HCM– Highway Capacity Manual
HTF– Highway Trust Fund
HOV– High Occupancy Vehicle
HPMS– Highway Performance Monitoring Systems
HRB– Highway Research Board
HSIP– Highway Safety Improvement Program
HSR– High Speed Rail

I/M– Inspection and Maintenance
IAMP– Interchange Area Management Plan
ICC– Interstate Commerce Commission
IHS– Interstate Highway System
IM– Interstate Maintenance
IRF– International Road Federation
ISTEA– Intermodal Surface Transportation Efficiency Act of 1991
ITS– Intelligent Transportation Systems
IVHS– Intelligent Vehicle Highway Systems

LCDC– Land Conservation and Development Commission
LOS– Level of Service (Traffic flow rating)
LRT– Light Rail Transit
L RTP– Long-Range Transportation Plan

MAP-21– Moving Ahead for Progress in the 21st Century
MIS – Major Investment Study
MOA– Memorandum of Agreement
MOU– Memorandum of Understanding
MOVES– Motor Vehicle Emission Simulator
MPO– Metropolitan Planning Organization
MSA– Metropolitan Statistical Area
MTP– Metropolitan Transportation Plan, also called RTP or Regional Transportation Plan
MTIP– Metropolitan Transportation Improvement Program; also called TIP or Transportation Improvement Program
MUTCD– Manual on Uniform Traffic Control Devices
MWACT– Mid-Willamette Valley ACT

NAA– Non-Attainment Area
NAAQS– National Ambient Air Quality Standards

NEPA– National Environmental Policy Act of 1969
NHS– National Highway System
NHTSA– National Highway Traffic Safety Administration
NOX– Nitrogen Oxides

O&M– Operations and Maintenance
ODOT– Oregon Department of Transportation
OHP– Oregon Highway Plan
OM&P– Operations, Maintenance and Preservation
OMPOC– Oregon MPO Consortium
ORFS– Oregon Roads Finance Committee
OTC– Oregon Transportation Commission
OTIA– Oregon Transportation Investment Act
OTP– Oregon Transportation Plan
OTREC– Oregon Transportation Research and Education Consortium

PCI– Pavement Condition Index
PCR– Pavement Condition Rating
PE– Preliminary Engineering
PEA– Planning Emphasis Area (as established by FHWA)
PL– Planning Funds
POP– Program of Projects
PPM– Policy and Procedure Memorandum
PPP– Public Participation Plan
PS&E –Plans, Specifications, and Estimates

RFP– Request for Proposal
ROW– Right of Way
RR– Railroad
RTP– Regional Transportation Plan; sometime called an MTP or Metropolitan Transportation Plan.
RTPO– Rural Transportation Planning Organization

SAFETEA-LU– Safe, Accountable, Flexible, Efficient Transportation Equity Act –a Legacy for Users
SDC– System Development Charge
SIB– State Infrastructure Bank
SIP– State Implementation Plan
SOV– Single Occupancy Vehicle
SPR– State Planning and Research funds
SRTS– Safe Routes to School
STA– Special Transportation Area
STF– Special Transportation Fund
STIP– State Transportation Improvement Program
 C-STIP– Construction STIP
 D-STIP– Development STIP
STP– Surface Transportation Program
STP-E– Surface Transportation Program –Enhancement
STP-R– Surface Transportation Program –Rural
STP-S– Surface Transportation Program –State
STP-U– Surface Transportation Program –Urban
STPP– Surface Transportation Policy Project

TAC– Technical Advisory Committee
TAZ– Traffic Analysis Zone
TCM– Transportation Control Measure
TDM– Transportation Demand Management
TDP– Transit Development Program
TEA-21– Transportation Equity Act for the 21st Century
TIFIA– Transportation Infrastructure Finance and Innovation Act of 1998
TIP– Transportation Improvement Program, also either MTIP or STIP
TMA– Transportation Management Area
TO– Transportation Options
TOD– Transit Oriented Development
TPAU– Transportation Planning Analysis Unit (ODOT)
TPR– Transportation Planning Rule
TRB– Transportation Research Board
TSI– Transportation System Improvements
TSM– Transportation System Management
TSP– Transportation System Plan
TUF– Transportation Utility Fee

UGB– Urban Growth Boundary
UPWP– Unified Planning Work Program
U.S.C.– United States Code
UZA– Urbanized Area

V/C– Volume to Capacity
VMT– Vehicle Miles Traveled
VOCs– Volatile Organic Compounds
VPD – Vehicles Per Day

Appendix B: Transportation Glossary

5303 - FTA Section 5303 transit planning funds for metropolitan areas

5307 - Section 5307 formula grants for Urbanized Areas (MPOs)

5310 - FTA Section 5310 formula grants to enhance mobility of seniors and those with disabilities

5311 - FTA Section 5311 formula grants for non-urbanized areas

5339 - FTA Section 5339 federal capital investment grants for buses and bus facilities (previously 5309)

Alternative Modes of Transportation - Forms of transportation that provide transportation alternatives to the use of single-occupant automobiles. Examples include: rail, transit, carpools, bicycles, and walking.

Americans with Disabilities Act (ADA) - Federal civil rights legislation for persons with disabilities, signed into law in 1990, that prohibits discrimination specifically in the areas of employment, public accommodation, public services, telecommunications, and transportation. Transportation requirements include the provision of “comparable paratransit service” that is equivalent to general public fixed-route service for persons who are unable to use regular bus service due to a disability.

Arterial Street - A class of street serving major traffic movements (high-speed, high volume) for travel between major points.

Balanced Transportation System - A system that provides a range of transportation options and takes advantage of the inherent efficiencies of each mode.

Board of County Commissioners (BCC) – Elected officials (three per county) who serve as the administrative and policy decision makers for Benton County.

Capacity - A transportation facility's ability to accommodate a moving stream of people or vehicles in a given time period. The maximum rate of flow at which persons or vehicles can be reasonably expected to traverse a point or uniform segment of a lane or roadway during a specified time period under prevailing roadway, traffic, and control conditions; usually expressed as vehicles per hour or persons per hour.

Capital Improvement Program (CIP) - A plan for future capital infrastructure and program expenditures which identifies each capital project, its anticipated start and completion, and allocates existing funds and known revenue sources for a given period of time. Each local government has a CIP.

Comprehensive Plan - An official document adopted by a local government that describes the general, long-range policies on how the community's future development should occur. A local comprehensive plan must be in compliance with Oregon state land use planning goals.

Congestion - A condition under which the number of vehicles using a facility is great enough to cause reduced speeds and increased travel times.

Congestion Management System (CMS) - Systematic process for managing congestion. Provides information on transportation system performance and finds alternative ways to alleviate congestion and enhance the mobility of people and goods, to levels that meet state and local needs.

Department of Land Conservation and Development (DLCD) –The state department that administers Oregon’s state-wide land use program. The Land Conservation and Development Commission (LCDC) is the appointed policy board that guides DLCD.

Department of Transportation (DOT) - When used alone, indicates U.S. Department of Transportation. In conjunction with a place name, indicates state, city, or county transportation agency (e.g., Oregon Department of Transportation is ODOT).

Environmental Justice (EJ) - Environmental justice assures that services and benefits allow for meaningful participation and are fairly distributed to avoid discrimination.

Federal Highway Administration (FHWA) - A branch of the US Department of Transportation that administers the federal-aid Highway Program, providing financial assistance to states to construct and improve highways, urban and rural roads, and bridges. The FHWA also administers the Federal Lands Highway Program, including survey, design, and construction of forest highway system roads, parkways and park roads, Indian reservation roads, defense access roads, and other Federal lands roads.

Federal Transit Administration (FTA) - A branch of the US Department of Transportation that is the principal source of federal financial assistance to America's communities for planning, development, and improvement of public or mass transportation systems. FTA provides leadership, technical assistance, and financial resources for safe, technologically advanced public transportation to enhance mobility and accessibility, to improve the Nation's communities and natural environment, and to strengthen the national economy.

Financial Planning - The process of defining and evaluating funding sources, sharing the information, and deciding how to allocate the funds.

Financial Programming - A short-term commitment of funds to specific projects identified in the Transportation Improvement Program (see TIP).

Fiscal or Financial Constraint - Making sure that a given program or project can reasonably expect to receive funding within the time allotted for its implementation.

Formula Capital Grants – Federal transit funds for transit operators; allocation of funds overseen by FTA.

Geographic Information System (GIS) - Computerized data management system designed to capture, store, retrieve, analyze, and display geographically referenced information.

Goal 12 - One of 19 statewide planning standards of Oregon that make up the state land use planning program. Goal 12 relates to transportation and reads: "To provide and encourage a safe, convenient and economic transportation system." See Transportation Planning Rule.

Goals - A desired result or purpose. In planning, a goal is a broad statement of philosophy that describes the hopes of the people of the community for the future of the community. A goal may never be completely attainable, but it is used as a point toward which the community may strive.

High-Occupancy Vehicle (HOV) - Vehicles carrying two or more people. The number that constitutes an HOV for the purposes of HOV highway lanes may be designated differently by different transportation agencies.

Intelligent Transportation Systems (ITS) - The application of advanced technologies to improve the efficiency and safety of transportation systems.

Interim Benchmarks - Transportation System Plans (TSP) required by the Transportation Planning Rule must include interim benchmarks for use in evaluating progress at 5-year intervals. Where interim benchmarks are not met, the TSP must be amended to include new or additional efforts.

Intermodal - The ability to connect, and the connections between, modes of transportation.

Intermodal Surface Transportation Efficiency Act of 1991 (ISTEA) - Legislative initiative by the US Congress that restructured funding for transportation programs; authorized an increased role for regional planning commissions/MPOs in funding decisions; and required comprehensive regional and statewide long-term transportation plans.

Interstate Highway System (IHS) - The system of highways that connects the principal metropolitan areas, cities, and industrial centers of the United States. Also connects the US to internationally significant routes in Canada and Mexico.

Land Conservation and Development Commission (LCDC) - A seven-member commission of volunteer citizens established by Senate Bill 100 in 1973 to develop and administer Oregon's statewide planning goals. The commission sets and guides policy for the administrative department, DLCD.

Land Use - Refers to the manner in which portions of land or the structures on them are used, i.e. commercial, residential, retail, industrial, etc.

Land Use Board of Appeals (LUBA) - A board established by the state legislature in 1979 to hear and decide on contested land-use cases

Level of Service (LOS) - A qualitative rating of how well a unit of transportation supply (e.g. street, intersection, bikeway, etc) serves its current or projected demand. LOS A = free flow condition (32 percent of capacity); B= reasonably free flow conditions (51 percent); C=operation stable but becoming more critical (75 percent); D=lower speed range of stable flow (92 percent); E=unstable flow (100 percent); F=forced flow; >100 percent of capacity, stop and go operation.

Limited English Proficient (LEP) Persons - Persons for whom English is not their primary language and who have a limited ability to speak, understand, read, or write English. It includes people who reported to the U.S. Census that they do not speak English well or do not speak English at all.

Long-Range Transportation Plan (LRTP) - See Regional Transportation Plan

Moving Ahead for Progress in the 21st Century (MAP-21) - Moving Ahead for Progress in the 21st Century Act is a multi-year federal transportation legislation, signed into law in 2012, that authorizes federal funds for surface transportation programs.

Metropolitan Planning Organization (MPO) - A federally designated regional policy body, required in urbanized areas with populations over 50,000, and designated by local officials and the governor of the state. Responsible in cooperation with the state and other transportation providers for carrying out the metropolitan transportation planning requirements of federal highway and transit legislation.

Metropolitan Transportation Improvement Program (MTIP) -See Transportation Improvement Program.

Metropolitan Transportation Plan (MTP) – See Regional Transportation Plan (RTP)

Mitigation - means to avoid, minimize, rectify, or reduce an impact, and in some cases, to compensate for an impact.

Mode - A specific form of transportation, such as automobile, subway, bus, rail, or air.

Multimodal - A trip involving several types of transportation, such as both rail and bus.

Objective - An attainable target that the community attempts to reach during the process of striving to meet a goal. An objective may also be considered as an intermediate point that will help fulfill the overall goal.

Oregon Cascades West Council of Governments (OCWCOG) – A voluntary association of local governments in Linn, Benton and Lincoln Counties, Oregon. Dedicated to solving area-wide problems, OCWCOG helps area cities, counties, ports, and member tribes reach their common goals.

Oregon Department of Transportation (ODOT) - The State agency that manages the highway system within Oregon. ODOT's mission is to provide a safe, efficient transportation system that supports economic opportunity and livable communities for Oregonians. ODOT is the administrative agency that responds to policy set by the Oregon Transportation Commission (OTC).

Oregon Transportation Commission (OTC) - Establishes state transportation policy and guides the planning, development and management of a statewide integrated transportation network. The governor appoints five commissioners, ensuring that different geographic regions of the state are represented. One member must live east of the Cascade Range; no more than three can belong to one political party.

Oregon Transportation Plan (OTP) - The comprehensive, long-range plan for a multimodal transportation system for the state which encompasses economic efficiency, orderly economic development, safety and environmental quality.

Paratransit - Alternative known as "special or specialized" transportation which often includes flexibly scheduled and routed transportation services. These services use low capacity vehicles such as vans to operate within normal urban transit corridors or rural areas. Services usually cater to the needs of persons whom standard mass transit services would serve with difficulty, or not at all. Common patrons are the elderly and persons with disabilities.

Performance Measures - Indicators of how well the transportation system is performing with regard to such things as average speed, reliability of travel, and accident rates. Used as feedback in the decision-making process.

Planning Funds (PL) - Primary source of funding for metropolitan planning designated by the FHWA.

Policy - A statement adopted as part of a plan to provide a specific course of action moving the community towards attainment of its goals. Due to budget constraints and other activities, all policies cannot be implemented at the same time. Generally, those with metropolitan-wide implications should receive priority consideration.

Policy Board - An intergovernmental policy group that comprises representatives from Adair Village, Corvallis, Philomath, Benton County, and the Oregon Department of Transportation. The Policy Board provides policy guidance on the transportation planning process in the CAMPO area.

Project Development - The phase a proposed project undergoes once it has been through the planning process. The project development phase includes a more detailed analysis of a proposed project's social, economic, and environmental impacts and various project alternatives. What comes from the project development phase is a decision reached through negotiation among all affected parties, including the public. After a proposal has successfully passed the project development phase, it may move to preliminary engineering, design, and construction.

Program of Projects (POP) - Each recipient of a Section 5307 grant shall develop, publish, afford an opportunity for a public hearing on, and submit for approval a POP. Often times the MPO Transportation Improvement Program serves as the TIP.

Public Facility Plan - A plan required by state law for any city with an urban growth boundary encompassing a population greater than 2,500. A plan outlining the sewer, water and transportation facilities needed to serve such an urbanized area.

Public Hearing - A formal event held prior to a decision that gathers community comments and positions from all interested parties for public record and input into decisions.

Public Involvement Plan (PIP) - A plan that describes the public involvement goals and objectives, and methods of involving the public in transportation decisions.

Public Meeting - A formal or informal event designed for a specific issue or community group where information is presented and input from community residents is received

Public Participation - The active and meaningful involvement of the public in the development of transportation plans and programs.

Recipient - Any State, political subdivision, instrumentality, or any public or private agency, institution, department or other organizational unit receiving financial assistance from the Federal government.

Refinement Plan - Refinement plans are a detailed examination of the service needs and land use issues relevant to a particular area.

Regional Transportation Plan (RTP) - A document resulting from regional collaboration and consensus on a region's transportation system, and serving as the defining vision for the region's transportation systems and services. In metropolitan areas, the plan indicates all of the transportation improvements scheduled for funding over a minimum of the next 20 years.

Right-of-Way (ROW) - Public space legally established for the use of pedestrians, vehicles or utilities. Right-of-way typically includes the street, sidewalk and buffer strip areas.

Stakeholders- Individuals and organizations involved in or affected by the transportation planning process. Include federal/state/local officials, MPOs, transit operators, freight companies, shippers, and the general public.

State Infrastructure Bank (SIB) - A revolving fund mechanism for financing a wide variety of highway and transit projects through loans and credit enhancement. SIBs are designed to complement traditional Federal-aid highway and transit grants by providing States increased flexibility for financing infrastructure investments.

State Implementation Plan (SIP) - A plan mandated by the CAA that contains procedures to monitor, control, maintain, and enforce compliance with the NAAQS.

State Planning and Research Funds (SP&R, SPR) - Primary source of funding for statewide long-range planning.

State Transportation Improvement Program (STIP) - Prepared by ODOT, the STIP is a staged, multiyear listing of projects proposed for federal, state, and local funding encompassing the entire state. It is a compilation of the MTIPs prepared for the metropolitan areas, as well as project information for the non-metropolitan areas of the state and for transportation between cities. An MTIP must be incorporated into the STIP before MTIP projects can be funded by the State or the Federal Government.

Statewide Transportation Improvement Fund (STIF) – A State of Oregon program established by Section 122 of HB 2017 Transportation Funding Package which provides a dedicated source of funding for improving or expanding public transportation service.

Subrecipient - Any entity that receives Federal financial assistance as a pass-through from another entity.

Surface Transportation Block Grant (STBG) - The STBG Program is a multi-modal program which provides funds for a broad range of transportation uses and may be used for projects on any Federal-aid highway that is not functionally classified as a local or rural minor collector. STBG funding has the most flexible eligibilities among all Federal-aid highway programs, funds can be used for highway, transit, bicycle, pedestrian and other transportation options projects.

Technical Advisory Committee (TAC) - A committee of technical staff from the public works and planning departments of Adair Village, Corvallis, Philomath, Benton County, ODOT and Oregon State University. Ex-officio members of the TAC may include FHWA, FTA, Oregon Department of Land Conservation and Development (DLCD), Oregon Department of Environmental Quality (DEQ), and Oregon Division of State Lands (DSL). Provides technical expertise and recommendations to the Policy Board.

Title VI - Title VI of the Civil Rights Act of 1964. Prohibits discrimination based on race, color, or national origin (including limited English proficiency) in any program receiving federal assistance.

Transportation Conformity - Process to assess the compliance of any transportation plan, program, or project with air quality implementation plans. The conformity process is defined by the Clean Air Act.

Transportation Corridor - Major or high volume routes for moving people, goods and services from one point to another. They may serve many transportation modes or be for a single mode such as an air corridor.

Transportation Demand Management (TDM) - "Demand-based" techniques which are designed to change travel behavior in order to improve the performance of transportation facilities and to reduce the need for additional road capacity. Methods include the use of alternative modes, ride-sharing and vanpool programs and trip-reduction programs and/or ordinances.

Transportation Equity Act for the 21st Century (TEA-21) - Authorized in 1998, TEA-21 authorized federal funding for transportation investment for fiscal 1998-2003. Approximately \$217 billion in funding was authorized, the largest amount in history, which is used for highway, transit, and other surface transportation programs.

Transportation Improvement Program (TIP) - A staged, multiyear (typically three to five years) listing of surface transportation projects proposed for federal, state and local funding within a metropolitan area. MPOs are required to prepare a TIP as a short range programming document to complement its long-range Regional Transportation Plan (RTP). TIPs contain projects with committed or reasonably certain funds.

Transportation Infrastructure - A federal credit program under which the USDOT may provide three forms of credit assistance -secured (direct) loans, loan guarantees, and standby lines of credit -for surface transportation projects of national or regional significance. The fundamental goal is to leverage federal funds by attracting substantial private and non-federal co-investment in critical improvements to the nation's surface transportation system.

Transportation Management Area (TMA) – All urbanized areas over 200,000 in population, and any other area that requests such designation. The MPO is responsible for transportation planning within a TMA.

Transportation Needs - These are estimates of the movement of people and goods that are consistent with an acknowledged comprehensive plan and the requirements of the Transportation Planning Rule. Needs are typically based on projections of future travel demands resulting from a continuation of current trends as modified by policy objectives, including those expressed in Statewide Planning Goal 12 and the Transportation Rule, especially those for avoiding principal reliance on any one mode of transportation.

Transportation Planning - A collaborative process of examining demographic characteristics and travel patterns for a given area. This process shows how these characteristics will change over a given period of time, and evaluates alternatives for the transportation system of the area and the most expeditious use of local, state, and federal transportation funding. Long-range planning is typically done over a period of 20 years; short-range programming of specific projects usually covers a period of 4 to 5 years.

Transportation Planning Rule (TPR) - A state planning administrative rule, adopted by the Land Conservation and Development Commission in 1991 to implement state land use planning Goal 12, Transportation. The TPR requires metropolitan areas to show measurable progress towards reducing dependence on automobiles.

Transportation System Management (TSM) -The techniques for increasing the efficiency, safety, capacity or level of service of the existing transportation system without increasing its size. Examples include traffic signal improvements, traffic control devices including installing medians and parking removal, channelization, access management, ramp metering, and restriping for high occupancy vehicle (HOV) lanes.

Transportation Systems Plan - A plan for one or more transportation facilities that are planned, developed, operated and maintained in a coordinated manner to supply continuity of movement between modes, and within and between geographic and jurisdictional areas. Usually, a plan produced by a local government, e.g. City of Philomath, Benton County, etc.

Travel Mode - The means of transportation used, such as automobile, bus, bicycle, or by foot.

Unified Planning Work Program (UPWP) - The management plan for the (metropolitan) planning program. Its purpose is to coordinate the planning activities of all participants in the planning process.

Urban Growth Boundary (UGB) - A site-specific line in the Metro Plan that separates existing and future urban development from rural lands. Urban levels and densities of development, complete with urban levels of services, are planned within the UGB. A requirement of the state land use planning program.

Urbanized Area - Area that contains a city of 50,000 or more population plus incorporated surrounding areas meeting size or density criteria as defined by the US Census.

Vehicle Miles of Travel (VMT) - The sum of distances traveled by all motor vehicles in a specified region. A requirement of the state Transportation Planning Rule is reducing vehicle miles traveled per capita.

Appendix C: Public Involvement Procedures for CAMPO Plans and Programs

The purpose of this appendix is to provide details on public involvement procedures related to specific CAMPO plans and programs. These include long-range planning efforts including the development and periodic update of the Regional Transportation Plan (RTP), Transportation Improvement Program (TIP), and the undertaking of special studies. These are performed every two to five years. For these functions, CAMPO will develop a specific public involvement program prior to the commencement of that activity. The specially tailored programs will include elements discussed in Chapter 3 as well as specific targeted outreach activities. The sections below provide details on specific involvement procedures organized by activity.

Regional Transportation Plan (RTP)

CAMPO is required by Federal law to prepare a long-range (at least 20-year) Regional Transportation Plan (RTP) at a least every five years. The plan, at a minimum, must address:

- Transportation facilities, including major roadways, transit, multimodal and intermodal facilities, and intermodal connectors
- Environmental mitigation activities
- A financial plan
- Operational and management strategies
- Capital investment and other strategies
- Transportation and transit enhancement activities

As the RTP is being prepared, CAMPO will make use of the public involvement tools listed in Chapter 3 and Chapter 5 of this document. Each activity and its results will be summarized and incorporated into the RTP as appropriate (either within the body of the RTP or as an appendix). Public participation is encouraged throughout the update process at Policy Board and Technical Advisory Committee meetings, through direct comments to CAMPO, and at outreach events.

A new RTP is completed at least every five years. Amendments to the RTP may occur when significant changes have been made in Federal transportation law. “Significant” changes include:

- Changing the scope of the planning process (i.e. adding a new planning factor)
- Adding new requirements for the development of the plan
- Adding new requirements for consultation

The public outreach process for a new or amended RTP will include:

- Publishing the draft plan along with a public notice on the CAMPO website at <https://corvallisareampo.org/> to begin a 45-day public comment period on the plan document
- Distributing public notice via e-mail to all CAMPO interested parties lists
- Inviting the public and notifying the media to provide public comment at the CAMPO Policy Board meeting scheduled to adopt the new or amended RTP
- CAMPO staff attending and providing updates to partner agencies and stakeholder during their regularly scheduled meetings
- Providing an additional opportunity for public comment if the final RTP differs significantly from the version that was initially made available for comment
- Providing the Policy Board a summary of comments received prior to any formal decision
- Comments made at the meeting are recorded in the minutes and comments received by CAMPO are read into the minutes

- Demonstration of explicit consideration and response to public input received during the development of the RTP
- Host a virtual open house to gather stakeholder input as appropriate
- Providing bi-lingual outreach materials to Limited English Proficiency (LEP) populations including summary materials related to the draft RTP

A summary of the public process will be included in the RTP. This may include a summary of public comments. The RTP and related documents will be made available in digital format at <https://corvallisareampo.org/> and in hardcopy at the Corvallis Area MPO office. Hard copies will be distributed to CAMPO member communities, agencies, and other stakeholders by request on a case by case basis. Reasonable requests for alternate formats will be considered and accommodated when possible.

Transportation Improvement Program (TIP)

Federal legislation requires that the Corvallis Area MPO develop a Transportation Improvement Program (TIP) at least every four years. The TIP must be developed in cooperation with member jurisdictions, the State of Oregon, regional transit operators and shall be approved by the CAMPO Policy Board and the Governor. Copies of the TIP are provided to the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA), and made available to the general public on the CAMPO webpage.

The TIP must be consistent with the RTP and include:

- A list of proposed federally or state funded and regionally significant projects to be carried out within the time period after the initial adoption of the TIP
- A prioritization process for allocating funds
- Project descriptions in sufficient detail to identify each project or phase of the project
- A financial plan that demonstrates how the TIP can be implemented and indicates resources from public and private sources that are reasonably expected to be available to carry out the program

The TIP is occasionally updated, with amendments first submitted to MPO staff for review. Staff will work with the project sponsor, ODOT, the United States Department of Transportation (USDOT), the CAMPO Policy Board, and the CAMPO Technical Advisory Committee (TAC) to determine if the proposed amendment is classified as a full amendment, administrative amendment or an adjustment. See the CAMPO TIP Amendment Policy for additional information.

Public participation is encouraged throughout the TIP development and amendment processes in the following ways:

- When a new TIP is being developed, or projects are being evaluated including funding selection, special public notice will be provided through the CAMPO website, emails to interested parties, notice in local media and other means as appropriate
- A current TIP will be posted on the CAMPO website
- The public is invited to attend all TAC and Policy Board meetings, at which the development of or amendments to the TIP will be discussed
- CAMPO will provide an additional opportunity for public comment if the final TIP differs significantly from the version that was initially made available for comment
- Comments made at the meeting will be recorded in the minutes and comments received will be included in the minutes

- CAMPO will demonstrate explicit consideration and response to public input received during the development of the TIP and staff will provide the Policy Board a summary of comments received prior to any formal decision
- Special public involvement opportunities, which may include additional public meetings or informational sessions
- CAMPO staff will attend partner agency and stakeholder meetings and provide updates on the TIP process
- CAMPO will host a virtual open house to gather stakeholder input as appropriate. Virtual engagement will solicit input through online comment maps, comment forms and surveys.
- CAMPO staff will make bi-lingual outreach materials, including project information, available to Limited English Proficiency (LEP) populations

Copies of public notices and a summary of comments received will be made available, and may be incorporated into an appendix in the final TIP document. The TIP will be made available in digital format at on the CAMPO website and in hard copy at the Corvallis Area MPO office. Hard copies of the TIP will be distributed to CAMPO member jurisdictions, agencies, and other stakeholders by request on a case by case basis. Reasonable requests for alternate formats will be considered and accommodated when possible.

Public Participation Plan

During the development of the Public Participation Plan, a 45-day public comment period will be provided and Interested Parties will be contacted for input. The public participation process outlined in the PPP will be evaluated and amended periodically. An amendment to the PPP may also occur if a federal or state regulation regarding public participation or environmental justice has been created or modified. In all cases, the public will be invited to provide comment. Public participation is encouraged throughout the update process at the CAMPO Policy Board and Technical Advisory Committee. See Chapter 5 for information about public outreach efforts undertaken during the development of this Plan.

Title VI Nondiscrimination Plan/ Limited English Proficiency Plan

CAMPO will maintain a Title VI Nondiscrimination Plan, in compliance with Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987 and related federal regulations. The plan will include a Limited English Proficiency Plan. The Title VI / Nondiscrimination Plan will reflect CAMPO's commitment to ensuring that no person shall -on the ground of race, color, national origin, religion, age, marital status, sexual orientation, or disability -be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity conducted by the MPO. The CAMPO Title VI Program is inherently related to public participation and will be considered part of this PPP by this reference.

The Title VI Program will be reviewed and updated at least every three years and amended as necessary. An amendment to the Title VI Program may occur if a federal regulation regarding non-discrimination or limited English proficiency has been created or modified. In all cases, the public will be invited to provide comment. Public participation is encouraged throughout the update process at CAMPO Policy Board and Technical Advisory Committee meetings, through comments received at the CAMPO office, and at outreach events.

Public participation is encouraged during the development or amendment process of the Title VI / Nondiscrimination Plan in the following ways:

- Publishing the Title VI Program and a public notice on the CAMPO website at <https://corvallisareampo.org/>

- Distributing public notices via e-mail to CAMPO Stakeholders and Interested Parties
- Inviting the public to CAMPO Policy Board and TAC meetings where the Title VI Program is scheduled for review and/or adoption
- All comments will be documented in an appendix to the Title VI / Nondiscrimination Plan
- Staff will provide the Policy Board a summary of comments received prior to any formal decision
- Outreach to Interested Parties will be conducted in person or via telephone as requested

The Title VI Program and related documents will be made available in digital format at <https://corvallisareampo.org/> and in hard copy at the Corvallis Area MPO office. Hard copies of the Title VI Program will be distributed to CAMPO member jurisdictions, agencies, and other stakeholders by request on a case by case basis. Reasonable requests for alternate formats will be considered and accommodated when possible.

Appendix D: Spectrum of Public Participation

The International Association for Public Participation (IAP2) developed the Spectrum of Public Participation (**Figure 3**) to help clarify the role the public plays in the decision-making process. The Spectrum of Public Participation outlines five levels of public participation which can be utilized based on project goals and intended outcomes. CAMPO utilizes this resource as guidance for public involvement efforts related to regional transportation planning.

Figure 3: Spectrum of Public Participation

IAP2'S PUBLIC PARTICIPATION SPECTRUM



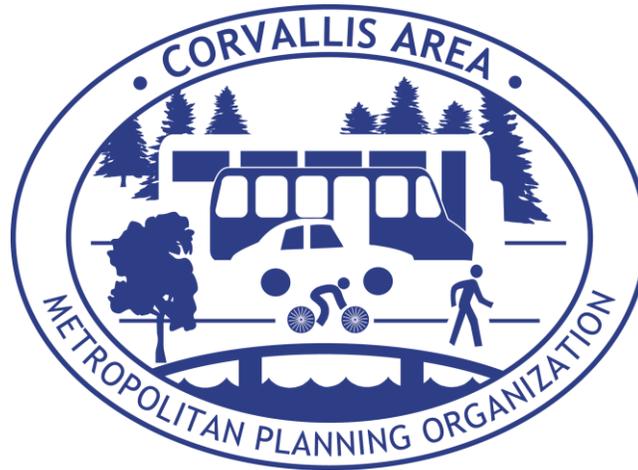
The IAP2 Federation has developed the Spectrum to help groups define the public's role in any public participation process. The IAP2 Spectrum is quickly becoming an international standard.

		INCREASING IMPACT ON THE DECISION 				
		INFORM	CONSULT	INVOLVE	COLLABORATE	EMPOWER
PUBLIC PARTICIPATION GOAL		To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.	To obtain public feedback on analysis, alternatives and/or decisions.	To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered.	To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.	To place final decision making in the hands of the public.
	PROMISE TO THE PUBLIC	We will keep you informed.	We will keep you informed, listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision.	We will work with you to ensure that your concerns and aspirations are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision.	We will look to you for advice and innovation in formulating solutions and incorporate your advice and recommendations into the decisions to the maximum extent possible.	We will implement what you decide.

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Fiscal Year 2022 Unified Planning Work Program (UPWP)

July 1, 2021 – June 30, 2022



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

Submitted **March 11, 2021**

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. 21-01

**FOR THE PURPOSE OF APPROVING THE FY 2022 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 2021, 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 2021;

NOW, THEREFORE, BE IT RESOLVED, that the Policy Board of the Corvallis Area MPO approves the FY 2021 Corvallis Area Unified Planning Work Program and its associated budget.

Dated on this XX Day of March, 2021

APPROVED:

Barbara Bull, Chair
Corvallis Area MPO

ATTESTED:

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

Nicholas Meltzer, PE	Transportation Manager
Steve Dobrinich	CAMPO Staff
Emma Chavez	Administrative Assistant

Address

Corvallis Area Metropolitan Planning Organization
 777 NW 9th Street, Suite 204C
 Corvallis, OR 97333
 Ph: (541)-758-1911
 Fax: (541)-758-3127
www.corvallisareampo.org

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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. 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 (TO BE UPDATED)

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.

SECTION III: CAMPO FY21 ACCOMPLISHMENTS**TO BE COMPLETED****Status of CAMPO and Regional Transportation Documents**

Key Documents	Current Status	Next Update
CAMPO Regional Transportation Plan (RTP)	Adopted on March 30, 2017	2022
CAMPO Regional Transportation System Plan (RTSP)	Approved in February 2020	2021
FY2021-2024 Transportation Improvement Program (TIP)	Approved August 2019	Spring 2022
FY 22 Unified Planning Work Program	Adoption scheduled for April 2021	January 2022
Title VI and Environmental Justice Plan	Updated and approved in 2020	2023
Public Involvement Framework	Updated and approved in 2020	2023
Other Documents	Current Status	Next Update
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	-
Performance Measure Adherence	Current Status	Next Update
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**TO BE COMPLETED**

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.
- 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.

120 – Development of Future Year Work Program

Activities under this item will include:

- Developing the FY23 Unified Planning Work Program and budget, and subsequent approval.
- Amending the FY22 Unified Planning Work Program as needed.

Product: An FY23 UPWP that outlines the work program and budget for the coming year. Amendments to the FY22 UPWP and the budget as warranted.

Schedule: Completion expected in the 3rd 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.

TASK 100: PROGRAM MANAGEMENT	
Task Component	FY21
110: MPO Operation	\$27,000
120: Development of Future Year Work Program	\$8,000
130: MPO Administration	\$30,000
Total	\$65,000
Percent of Effort	34%

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: Regional Transportation Plan Update

The Corvallis Area MPO’s Regional Transportation Plan (RTP) was last updated in 2017 and planned out to 2040. As RTPs are required to be updated every five years, the next RTP must be adopted by the Policy Board by March of 2022. Throughout fiscal year 2021, CAMPO staff have prepared for, and begun the update process. Through conversations with the Technical Advisory Committee and Policy Board, CAMPO intends to keep the same vision and goals. This will allow us to spend more effort updating projects, completing public outreach, and discussing how the travel demand model predicts current events. The update is expected to be done in house, with some technical guidance provided by a consultant.

Product: *Public engagement activities, draft report and approved 2043 CAMPO RTP*

Schedule: *Completion predominantly in 1st and 2nd quarter, with final approval by 3rd quarter.*

Task 220: Regional Count Program

The Corvallis Area MPO started a multimodal count program in FY20 and plans to continue this program into FY22. This task will cover staff time to deploy counters, collect data, and prepare summary reports. 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: *Continued deployment 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: External Planning Study Coordination

CAMPO staff are engaged in a number of long range planning efforts led by external partners including the OR-99W Corridor Study (ODOT), Salem-Albany Transit Feasibility Study (Cherriots), and potentially other projects funded through STIF. This task accounts for CAMPO’s participation in those planning studies.

Product: *Attendance at project meetings, information dissemination to partners,*

Schedule: *Expected to continue throughout the fiscal year.*

TASK 200: LONG RANGE TRANSPORTATION PLANNING	
Task Component	FY21
210: RTP Update	\$35,000
220: Regional Count Program	\$17,000
230: External Planning Study Coordination	\$6,000
Total	\$58,000
Percent of Effort	30%

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 – Regional Transportation Plan Update

Due to significant investment by transit in our region, the RTP task carries into inter-regional planning as well. The Corvallis Area MPO’s Regional Transportation Plan (RTP) was last updated in 2017 and planned out to 2040. As RTPs are required to be updated every five years, the next RTP must be adopted by the Policy Board by March of 2022. Throughout fiscal year 2021, CAMPO staff have prepared for, and begun the update process. Through conversations with the Technical Advisory Committee and Policy Board, CAMPO intends to keep the same vision and goals. This will allow us to spend more effort updating projects, completing public outreach, and discussing how the travel demand model predicts current events. The update is expected to be done in house, with some technical guidance provided by a consultant.

Product: Public engagement activities, draft report and approved 2043 CAMPO RTP

Schedule: Completion predominantly in 1st and 2nd quarter, with final approval by 3rd quarter.

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 increases in transit funding and service while balancing other transportation needs. With service expanded unilaterally across the state, CAMPO staff work to keep everyone in the region updated on regional transit improvements. In FY21, 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.

Additional activities will include:

- Providing staffing 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
- Updating Corvallis Transit’s Public Transit Agency Safety Plan (PTASP)

Products: *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. Potential match for STIF regional transit enhancement projects.*

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

Task 330 – AAMPO Coordination

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 coordination with AAMPO to address regional travel demand. Started in Fiscal Year 2020, both AAMPO and CAMPO expect the conversation to continue into FY22, due to delays associated with COVID-19 in 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 300: INTER-REGIONAL TRANSPORTATION PLANNING	
Task Component	FY21
310: RTP Update	\$30,000
320: Transit Planning Coordination & Assistance	\$10,000
330: AAMPO Coordination	\$5,000
Total	\$45,000
Percent of Effort	23%

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).

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 for 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 – MTIP Amendments

This task provides for the necessary amendments to the FY21-24 MTIP 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 FY21-24 TIP document

Schedule: Task is ongoing throughout the fiscal year

430 – FY2024-2027 TIP Development

With a new Statewide Transportation Improvement Program expected to be adopted in 2023, the process to develop it begins a year earlier in 2022. This task will involve a review of project evaluation criteria, the solicitation of projects, public engagement, and development of an MTIP document to be included in the STIP.

Product: 2024-2027 MTIP/STIP

Schedule: Expected to begin in Quarter 4

TASK 400: TRANSPORTATION PROGRAMMING	
Task Component	FY21
410: 2030 OHAS Set-Aside	\$8,000
420: MTIP Amendments	\$5,730
430: FY2024-2027 TIP Development	\$12,000
Total	\$25,730
Percent of Effort	13%

Note about Carryover:

CAMPO's financial records show \$38,197.84 in savings from FY 2019. The highlighted carryover is shown in *Section 5: Budget Summary*. These funds are identified in the STIP, however have not been allocated in the workplan above. After additional discussion with the Technical Advisory Committee and Policy Board, these funds will be distributed in an amended UPWP.

SECTION V: BUDGET SUMMARY

The following budget tables detail the planned activities for Fiscal Year 2020-2021. In addition, a breakdown of expenses and funding sources is provided.

FY22 Budget by Subtask

Task	FY 22 Amount	FY 21 Amount	Dollar Change	Percent Change
TASK 100: Program Management	\$65,000	\$83,000	(\$18,000)	-28%
110: MPO Operation	\$27,000	\$35,000		
120: Development of Future Year Work Program	\$8,000	\$8,000		
130: MPO Administration	\$30,000	\$40,000		
TASK 200: Long Range Transportation Planning	\$58,000	\$57,000	\$1,000	2%
210: RTP Update	\$35,000			
220: Regional Count Program	\$17,000	\$20,000		
230: External Planning Study Coordination	\$6,000			
TASK 300: Inter-Regional Transportation Planning	\$45,000	\$40,000	\$5,000	11%
310: RTP Update	\$30,000	\$10,000		
320: Transit Planning Coordination & Assistance	\$10,000	\$20,000		
330: AAMPO Coordination	\$5,000	\$10,000		
TASK 400: Transportation Programming	\$25,730	\$13,730	\$12,000	47%
410: 2030 OHAS Set-Aside	\$8,000	\$8,000		
420: TIP Amendments	\$5,730	\$5,730		
430: FY2024-2027 TIP	\$12,000			
TOTAL	\$193,730	\$193,730	\$0	0%

*\$193,730 is the ODOT estimate for funding as of November 2020

FY20 Budget by Fund Source (TO BE COMPLETED)

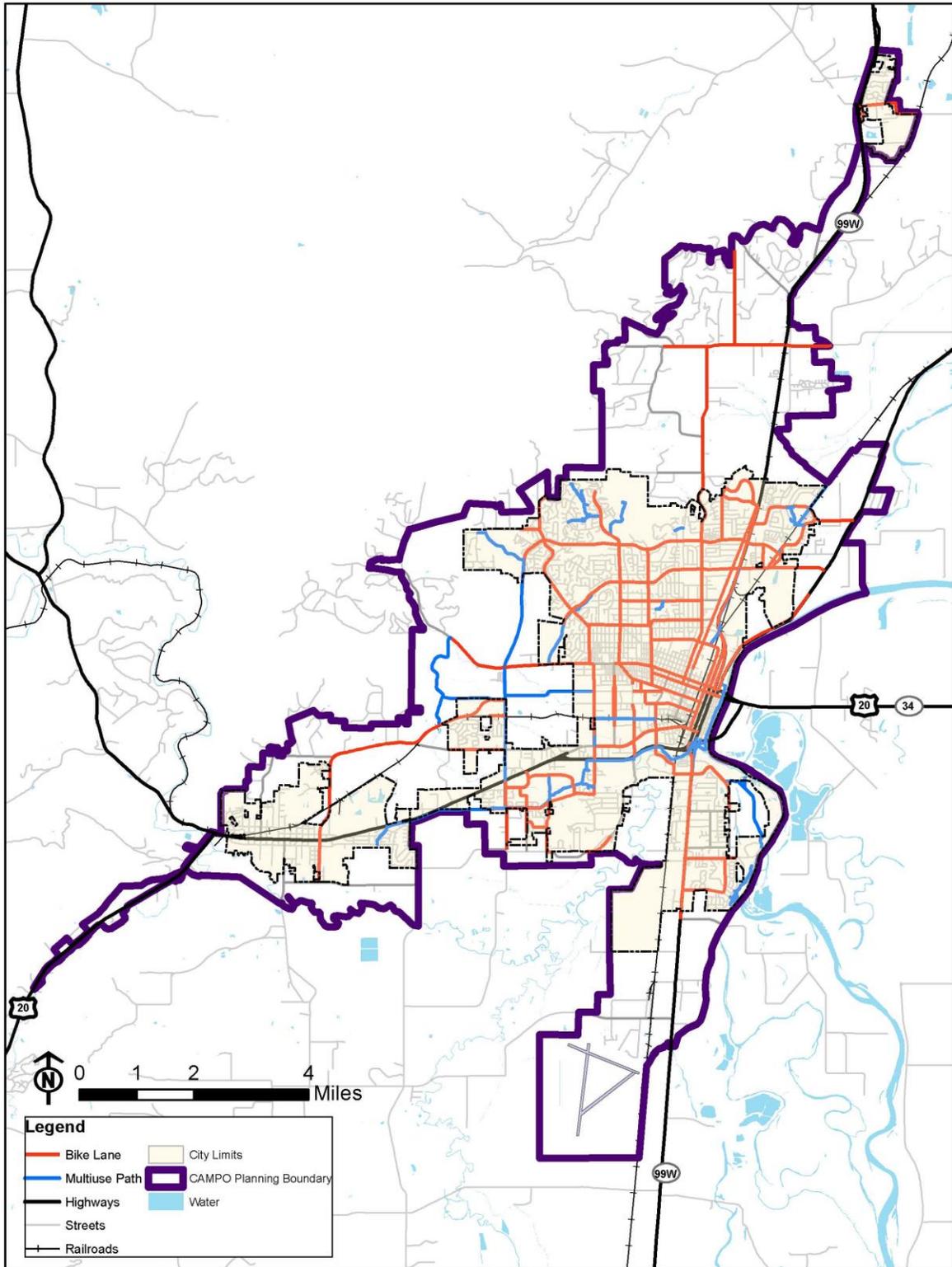
Task	Task Budget Total (Personnel + Non-Payroll + Contracted Staff)	PL Funds	FTA 5303 Funds	PL Match Funds (10.27% from ODOT)	5303 Match (Funds and In-kind)
Task 100: Program Management	\$82,001	\$73,579	\$0	\$8,422	\$0
Task 200: Long Range Transportation Planning	\$64,415	\$37,800	\$20,000	\$4,326	\$2,289
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
Total FY21 Budget	\$196,317	\$131,875	\$44,280	\$15,094	\$5,068

FY22 Expenses (TO BE COMPLETED)

Cost	Amount	Percent of Total Budget
CAMPO Personnel	\$135,903	70%
Contracted Task Support*	\$21,454	11%
Non-Payroll Expenses	\$36,373	19%
<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	
Total	\$193,730	100%

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

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 st 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
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

DRAFT

MEMORANDUM

Corvallis Area Metropolitan Planning Organization
777 NW 9th Street, Suite 204C
Corvallis, Oregon 97330



Date: November 24th, 2020
To: CAMPO Policy Board & Technical Advisory Committee
From: Steve Dobrinich, CAMPO Staff
Re: Data for Regional Transportation Plan

Purpose

The purpose of this memo is to outline data needs for the Corvallis Albany Lebanon Model (CALM) which is being developed by the Oregon Department of Transportation's (ODOT) Transportation Planning and Analysis Unit (TPAU) as part of the Corvallis Area Metropolitan Planning Organization's (CAMPO) Regional Transportation Plan (RTP) update process. CAMPO staff is supporting the development of the CALM travel demand model and is seeking input from the Technical Advisory Committee (TAC) on the data needs outlined in this memo.

Background

Federal requirements state that the CAMPO RTP must be updated every five years. CAMPO's last RTP update took place in 2017 and currently projects transportation needs through 2040. This means the current update must be complete by March 2022 with analysis looking out to 2045.

As discussed at previous TAC and Policy Board meetings, CAMPO is seeking to complete the forthcoming update as a revision to the existing RTP, not a wholesale rebuild. This is in part because the goals and objectives outlined in the existing 2040 RTP are still largely reflective of the region's current attitudes and approach to transportation planning. Equally important is the fact that data from the 2020 decennial census and the Oregon Household Activity Survey (OHAS), two key sources of model data, will not be available in time to meet the update deadline.

Discussions between TPAU and CAMPO staff concluded that developing an "interim" year for the CALM travel demand model is the best option for the current RTP update. This approach allows CAMPO to assess how the model captures changes from 2010 to present, and subsequently, how those simulations will change through 2040. This decision will keep the same "future year" used for the model as part of the 2017 RTP update.

Data Requested

For the purpose of this project, the most recently available census data on the region will be used to update the RTP. In most cases this means 2019 American Community Survey (ACS) data.

In addition to census data there are a number of other pieces of information needed for the development of the CALM travel demand model. CAMPO staff is seeking input from the TAC on where to find the pieces of data included in the tables below. Direct answers on the data requested or input on other potential sources is encouraged. This document can also be shared with staff from partner agencies or other potential data sources as an overview description of the data being requested.

Task 5.3 Other Data

Data Requested	Potential Sources
Highway projects that have occurred in the region (in this case between 2010 and 2019)	<ul style="list-style-type: none"> CAMPO TAC
2019 Transit routes and schedules (GTFS is likely the best source)	<ul style="list-style-type: none"> GTFS (TPAU to gather) Albany Transit/Corvallis Transit (if needed)
Any park and ride location changes between 2010 and 2019	<ul style="list-style-type: none"> OCWCOG staff CAMPO TAC/TPAU for 2010 info
New school locations or significant school districting changes between 2010 & 2019 (Elementary, Middle, High, other colleges --LBCC and satellite campuses)	<ul style="list-style-type: none"> CAMPO TAC School district maps/Capital Improvement Plans School district staff
Any change in public park development between 2010 and 2019	<ul style="list-style-type: none"> CAMPO TAC Park & Recreation Staff
Change in hotel (lodging) inventory between 2010 and 2019	<ul style="list-style-type: none"> Economic Development Agencies Destination Marketing Organization (DMO) or Regional DMO (Willamette Valley Visitors Association)

Task 6.1-6.3: University Model

Data Requested	Potential Sources
OSU total enrollment (existing and future projections – also helpful to get future employment projections). A tough ask, but it is desirable if OSU can provide anything on student location	<ul style="list-style-type: none"> OSU Capital Planning & Development
Change in group quarters developments (specifically housing available to students) between 2010 and 2019. This ideally includes an estimate of the number of units per structure.	<ul style="list-style-type: none"> OSU Capital Planning & Development

Task 8 [Optional]

Data Requested	Potential Sources
It can sometimes help in the development of future year scenarios to have Buildable Land Inventory shapes files and or comp plan layers or other contextual layers that describe how the given jurisdiction is planning to develop.	<ul style="list-style-type: none"> CAMPO TAC City Buildable Land Inventory

Questions

- What data can the TAC provide directly?
- What resources or partners should we reach out to for additional information?