

Agenda Salem-Keizer Area Transportation Study (SKATS)

Policy Committee (PC)

This meeting is a ‘hybrid’ meeting: Staff and Committee members may choose to attend in person or remotely. The public may also attend in person or via your computer or smartphone (software install is required) or via a phone call. The information to join the meeting:

Join via computer: <https://zoom.us> or call: 1-253-215-8782

Passcode: **565843** Meeting ID: **837 4055 2773**

Direct link for this meeting: <https://us06web.zoom.us/j/83740552773?pwd=REdTcmVib3VRWkxhRjhNL3ppSG5SRdz09>

Meetings are being recorded in compliance with Oregon Public Records regulations. Meetings from April 2022 onward are available on the SKATS YouTube channel:

https://www.youtube.com/channel/UCtWMuelCK0nJzyZ5_cMGNg

(or in YouTube, search for “SKATS Salem”)

If participation by phone or video conferencing is not an option, please contact our offices (at 503 588 6177) 24 hours in advance of the meeting. If you are having trouble connecting to the meeting, contact Theresa Whisenhunt (503 540 1630) twhisenhunt@mwvcog.org

Date: Tuesday, October 24, 2023
Time: 12:00 Noon
Place: Hybrid Meeting (100 High St. SE, Suite 200 Salem or Zoom)
Phone: (503) 588 6177
E-mail: mwvcog@mwvcog.org
Website: www.mwvcog.org

A. Call to Order Cathy Clark

B. Approval of PC Minutes September 26, 2023..... Cathy Clark

The Mid-Willamette Valley Council of Governments is pleased to comply with the Americans with Disabilities Act (ADA). If you need special accommodations or translation services to attend this meeting, please contact Lori Moore at (503) 540-1609 or send e-mail to lomoore@mwvcog.org at least 72 hours prior to the meeting. *Hearing impaired please call Oregon Telecommunications Relay Service, 7-1-1.* Thank you.

C. Public Comment Cathy Clark

D. Cherriots Commuter Options Strategic Plan Kiki Dohman (SAMTD)

Background: The Strategic Plan for the Cherriots Commuter Options Program was recently updated. The Cherriots Commuter Options Program projects are centered on employer outreach and community engagement to improve awareness and access to transportation options through safety education, training, and public outreach. Cherriots Commuter Options staff will provide an overview of the program and the Strategic Plan. The presentation is ***attached***.

Action

Requested: Informational Item.

E. McGilchrist at 22nd Street -Additional Funding Request Steve Dobrinich

Background: In March the SKATS Policy Committee approved the addition of \$4.5 million in local funds for the McGilchrist Street at 22nd Street intersection realignment project (Key# 21887). Local funds were added at that time to help move the bid process forward with the understanding that the city of Salem would request additional federal funds after bids were received. The city of Salem is requesting \$3 million in SKATS federal funds for this project to reduce local overmatch by \$3 million. The city intends to use overmatch savings for other work on the McGilchrist corridor. Additional information is available in the ***attached*** memo.

Action

Requested: Adopt **Resolution 23-21 (*attached*)** adding \$3 million of unprogrammed federal funds to the McGilchrist at 22nd Street intersection realignment project (Key #21887) and removing \$3 million in local overmatch.

F. SKATS Title VI Plan Kim Sapunar

Background: The Oregon Department of Transportation (ODOT) Office of Equity and Civil Rights (OECR) conducted a Title VI Review of the Salem Keizer Area Transportation Study (MPO), including an onsite review with staff on August 1, 2023, with David Morrissey the Title VI/EJ/ADA Program Manager, and Jennifer Erickson, Civil Rights Programs Coordinator.

The Title VI plan and all associated materials were reviewed, and SKATS received ODOT's report on September 6, 2023 acknowledging full compliance with meaningful policies and practices in place for Title VI compliance. As SKATS last Title VI Implementation Plan update was in 2019, ODOT requested that the MPO submit its next plan update by December 5, 2023.

With some recent input from ODOT’s Civil Rights division, the Title VI Plan has been updated, and the draft document is **attached**.

Action

Requested: Accept the SKATS 2023 Title VI Plan.

G. SKATS FY 2024 – 2025 Unified Planning Work Program OutlineMike Jaffe

Background: Staff have begun preparing the next SKATS Unified Planning Work Program (UPWP) for the period of July 2024 through June 2025. See **attached** proposed outline of the UPWP and the schedule for review by SKATS Committees, ODOT, and FHWA/FTA over the next several months.

Action

Requested: Review and provide feedback on major activities for inclusion in the FY 2024 – 2025 UPWP.

H. TIP Modifications Steve Dobrinich

Background: Staff-approved modifications made to the SKATS TIP since the September 26, 2023, Policy Committee meeting are summarized in the **attached** table. PC approved amendments and adjustments are also included.

Action

Requested: Informational Item.

I. Other Business.....SKATS Staff

- OTC Meeting – **Nov 9 PDX area 2023**
- Next Policy Committee Meeting – **November 28, 2023**
- Next TAC Meeting – **November 14, 2023**
- **Highlights of current planning work in SKATS area.**

Project	Status	Completion
SKATS Planning Area Boundary update	Staff to prepare draft boundary for discussion by TAC in November	2024
Adding Aumsville to MPO Policy Committee; SKATS Cooperative Agreement and MPO Composition	Discussion scheduled to continue at the November SKATS PC meeting.	TBD

SKATS Metropolitan Transportation Safety Action Plan (MTSAP)	Steering Committee met July 13th – Working on Goals; in October, Technical Committee gave feedback on consultant memo of safety case studies (by safety emphasis areas) and possible solutions.	2024
Oregon Travel Study (nee Oregon Household Activity Survey (OHAS))	Phase 3 (Implementation) - Full survey started in September. To continue into Spring 2024.	Winter 2024 (SKATS), Spring 2024 (Statewide)
Update to the Turner TSP	The first Project Advisory Committee meeting took place in early October. Public outreach planned for Fall 2023.	2024
Safe Routes to School	<ul style="list-style-type: none"> – Hired part-time program assistant: Tania Perfecto-Calderon – October 4th Walk to School event at four elementary schools – Coordinating Ruby Bridges Walk to School day on November 14th. – Pedestrian Safety being incorporated in schools PE curriculum 	NA
Redistribution funds	By meeting obligation targets, SKATS is being provided \$1,006,799 in redistribution funds from ODOT. Funds to assist in cost escalation of TIP projects.	NA

J. Adjournment Cathy Clark

DRAFT

Minutes

Salem-Keizer Area Transportation Study (SKATS)
Policy Committee
May 23, 2023
100 High St. SE, Suite 200
Salem, OR
Noon

This was a Hybrid meeting: attendance was online via Zoom & in-person in the MWVCOG Conference room.

Policy Committee Members Present

Anna Henson, ODOT Region 2
Cathy Clark, 2023 Chair, Keizer Mayor
Kevin Cameron, Marion County Board of Commissioners
Lyle Mordhorst, 2023 Vice Chair, Polk County Board of Commissioners
Maria Hinojos-Pressey, Salem-Keizer School District
Sadie Carney, SAMTD Board of Directors
Trevor Phillips, Salem City Council

Policy Committee Members Absent

Steve Horning, Turner Mayor

Others Present

Anthony Gamallo, DKS
Brandon Williams, ODOT Region 2
Chris French, SAMTD
Janelle Shanahan, Marion County Public Works
Jenna Bogert, DKS
Julie Warncke, Salem Public Works
Kim Sapunar, MWVCOG-SKATS
Lacy Brown, DKS
Lani Radtke, Marion County Public Works
Mark Bernard, ODOT Region 2
Mike Jaffe, MWVCOG-SKATS
Sara Duncan, SAMTD Board of Directors, Alternate for Sadie Carney
Shofi Ull-Azum, SAMTD
Steve Dobrinich, MWVCOG-SKATS

Agenda Item A. Call to Order

Chair Cathy Clark called the meeting to order at 12:00 p.m. Introductions, in person and online, were made.

Agenda Item B. Approval of Minutes of August 22, 2023

Motion was made by Kevin Cameron, seconded by Maria Hinojos-Pressey, to approve the minutes of the August 22, 2023, meeting. Those voting in favor of the motion were Anna Henson, Cathy Clark, Kevin Cameron, Lyle Mordhorst, Maria Hinojos-Pressey, Sadie Carney, and Trevor Phillips. **The motion passed unanimously.**

Agenda Item C. Public Comment

There was no public comment.

Agenda Item D. Cordon / Kuebler Road Study

Janelle Shanahan and the DKS project management team (Lacy Brown-Project Manager, Anthony Gamallo, and Jenna Bogert) presented.

The Cordon/Kuebler Study took place from early 2022 to July 2023 to develop a multimodal corridor plan and associated access management strategy for the corridor starting at Hazelgreen Road at Portland Road/OR 99E to Cordon Road, south to Kuebler Boulevard at 36th Avenue. Marion County and the city of Salem have jurisdiction over roads along the corridor. The presentation provided an overview of the study and the results.¹

When initially setting the study goals it was found that there is a need for a shared vision and consistent access management guidelines between Marion county and the city of Salem to ensure the corridor functions safely and efficiently into the future. There are six main goals:

- **Safety:** Enhance safety for all modes and users.
- **Mobility:** Efficient movement of people and goods.
- **Connectivity:** Connect all users to destinations within and beyond the corridor.
- **Community and Economic Vitality:** Support existing industry and enhance the physical, social, and economic well-being of local residents.
- **Strategic Investment:** Informed and responsible stewardship of financial resources.
- **Coordination:** Consistency with adopted plans and collaboration amongst affected jurisdictions.

¹ The final document for the study, when complete, will be available at <http://www.cordoncorridorstudy.com/>

There is a potential future interchange at Cordon Road and Hwy OR22. The need for this interchange has been studied several times. This project focused on a plan for the Cordon Road corridor that will work whether the interchange is built or not. The process that the project team used for this study began with establishing goals and a vision. The team identified existing multimodal safety and capacity needs then identified future 2043 capacity needs. There was an open house held and the information gathered was used to further develop future alternatives. After a second open house was held the team refined and selected the preferred alternative, then developed and prioritized the project list. The team developed and refined throughout the project access management inventory, deficiencies, and strategies.

In identifying future 2043 capacity needs, four traffic scenarios were evaluated:

1. 2043 no build², no interchange³
2. 2043 no build, yes interchange
3. 2043 yes build, no interchange
4. 2043 yes build, yes interchange

The “2043 yes build, no interchange” scenario provided the most reasonable estimate of future travel demands and was carried forward into the next steps of the process. It was clarified that a rebuild of the overpass at the Cordon Road / Hwy OR22 junction was not assumed at the baseline but there is a project identified as needed in the future.

After evaluating the corridor, the team came up with three design alternatives:

1. Traffic signal-centric
2. Roundabout-centric
3. Pedestrian/bicycle-centric

Alternatives 1 and 2 have essentially the same cross-section: widening out to 4-lane roadways, with a center raised median and enhanced bicycle/pedestrian facilities on both sides of the roadway. The main difference between them is the traffic controls. Alternative 3 does not have any expanded vehicle capacity (remains a 2-lane roadway) but the roadway is widened to allow separation treatment for enhanced bicycle lanes and pedestrian facilities/multi-use paths. It also would use a mix of traffic signals and roundabouts for traffic controls.

The criteria used to select the preferred alternative include:

- Feedback from public engagement⁴
- Evaluation of project goals

² “build” conditions refer to the construction of all roadway and traffic control improvements documented in adopted plans and conditioned on private developments through the horizon years of 2043.

³ “interchange” conditions refer to the creation of an interchange at the junction of Highway OR22 and Cordon Road. This interchange is conceptual, but not designed or funded, and ODOT has no expected timeline for proceeding further.

⁴ Open house #1 was virtual only in May/June of 2022. The results were 679 website views, 30 completed surveys, and 73 comments. Open house #2 was both virtual and in-person in November of 2022. Those results were 955 website views, 170 completed surveys, and 60 attendees.

- Feasibility assessment
- Agency coordination

The preferred alternative is a hybrid of the three design alternatives identified earlier in the project.

The North End segment of the corridor (Hazelgreen Rd. NE – OR 99E to Cordon Rd. NE maintained by both Marion county and the city of Salem in various segments) would maintain a 3-lane roadway with the addition of buffered bicycle lanes on both sides and a multi-use path on the south side of the roadway.

The Cordon North segment (Hazelgreen Rd. to Silverton Rd. maintained by Marion county) would maintain the two vehicle travel lanes adding a center raised median, widen the shoulder on both sides (wider on the east side) and a wide multi-use path on the west side of the roadway. At the intersections there would be lane widening for turn and receiving lanes.

The Cordon South segment (Silverton Rd. to Caplinger Rd. maintained by Marion county) is where the vehicle volume significantly increase. The roadway would widen in its entirety, transition to four vehicle travel lanes keeping the center raised median and keeping the same shoulder and multi-use path configuration as the north segment.

The Salem Cordon-Kuebler segment (Caplinger Rd. to 36th Ave. maintained by the city of Salem) continues the four vehicle travel lanes and center raised median, maintaining the wide shoulder on both sides, and adding multi-use paths on both sides of the roadway.

Chair Clark asked for clarification on receiving and turn lanes at intersections along the Cordon North segment – having a raised median would not allow for left turns, it would need gaps. DKS staff stated that the cross-section represented the lane composition between signalized intersections and there would be lane widening and turn lanes at those signalized intersections. There would not be left turns allowed on or off Cordon Road where there is not a traffic signal/roundabout. Clark voiced further concern that residents would not be able to make left turns out of their driveways; those residents would need to make a right turn and then U-turn at the next signal or use the next roundabout. Anna Henson continued the discussion, asking if this would be the case for the whole corridor not just the Cordon North segment. DKS staff confirmed this and stated this would be access control for the whole corridor. Mike Jaffe clarified that where there is a *signalized* intersection, left turns on and off Cordon Road would be allowed, and the smaller streets or private driveway access is restricted. He likened this to Wallace Road north of Orchard Heights where there is a raised median between signalized intersections.

Director Carney spoke about the two northern segments lacking sidewalks on the east side of the road, limiting transit's ability to route in the area. She also asked if the multi-use path sections will meet ADA requirements for transit stops. Chair Clark commented that when designing the Wheatland Road project, the same configurations were taken into consideration

and this corridor design will be the same. Lani Radtke stated that Marion county and the city of Salem have ADA design standards that would be required along with the ADA Transition Plan; everything that is being designed and built has ADA compliance standards that helps build the safety network. DKS staff also stated that they coordinated with SAMTD; there are no transit stops currently, nor planned in the future, on the east side of Cordon Road in the northern segments. SAMTD will have stops on the local connecting streets; the east side of Cordon Road is considered rural.

Councilor Phillips revisited the topic of left hand turns and center medians by commenting that the North End segment on Hazelgreen maintains 3-lane travel with left turn lanes but the Cordon North segment transitions into the raised median and only turn lanes at signalized/roundabout intersections. He asked for the rationale for the two designs. DKS staff state that was done for safety reasons. The Cordon North segment has a high number of driveways but also has the highest density of fatal and severe crashes. By eliminating the left turn lanes and left turn access from driveways, the safety of the corridor is drastically improved. Chair Clark added that the addition of roundabouts would facilitate a smoother/safer function for residents who need to turn right then turn around to head the other direction. Director Carney agreed with Chair Clark in support of the roundabouts.

DKS staff clarified that all design segments on the corridor remain within the existing right of way.

Councilor Phillips noted that the Salem Cordon-Kuebler segment has a six-foot shoulder and suggested that might be narrowed – the wider the lanes the more likely vehicles will be comfortable with higher speeds. He asked if the width of the shoulder was determined due to wide freight and agricultural use; DKS staff confirmed that. The six-foot shoulder is designed as a minimum, but all the other lane/path widths have a range in dimensions that can be adjusted to meet the needs of all users of the corridor. Lane speed, vehicle sizes, multi-path users, and multi-modal travel will all be considered in the build to meet the goal of safety while serving all user needs. Chair Clark added that emergency response vehicles are large and need additional lane width; having the six-foot shoulder as an “overflow” lane is important to the movement of the emergency response teams. She also commented that she strongly advocates for the wide multi-use paths to safely move bicyclists away from traffic and large vehicles while still allowing space for other non-bicycle users.

Director Hinojos-Pressey noted that there are a total of nine schools in the area of the corridor. She voiced concerns of not having sidewalks on the east side of Cordon Road for those students who may not want to use the school bus system. Policy wise, students within a certain radius of the school do not have access to bussing and walk to school, but historically the school district has bussed students living on Cordon Road no matter their proximity to the school for safety reasons; making individual stops at their driveways.

Director Carney quoted the comments that were submitted by SAMTD to the project website: “In support of potential future public transit service on Kuebler Boulevard, Cordon Road, and

Hazelgreen Road, pedestrian infrastructure should be provided where ADA compliant bus stops would conceivably be built. If speed limits are 40 mph or above, bus pullouts shall be provided as designed for a 40-foot bus in the figure on page 700-11 of the ODOT Highway Design Manuals.” She further states that she wanted to clarify for the DKS staff that SAMTD is supportive of pedestrian infrastructure on both sides.

Councilor Phillips returned to the subject of no sidewalks on the east side of Cordon Road for the Cordon South segment. He asked if the intent of designing the east side shoulder to be up to 12-foot in width to function in lieu of a sidewalk. Janelle Shanahan stated that yes, the east side of the road is county, it will remain rural, and there is no expanding the UGB in that area in the foreseeable future. The up to 12-foot shoulder is paved but not raised; staying consistent with the rural county standards for a roadway on the east side and is actually an improvement because it is wider than the county standards.

The presentation moved on to list where new traffic signals or roundabouts* would be:

- Hazelgreen Road / Lake Labish Road*
- Hazelgreen Road / Cordon Road*
- Cordon Road / Kale Street*
- Cordon Road / Hayesville Drive*
- Cordon Road / Ward Drive*
- Cordon Road / Herrin Drive*
- Cordon Road / Swegle Road
- Cordon Road / Auburn Road

Access Management:

- Plan includes strategies, best practices, and suggested criteria for managing future access. There are over 200 private driveways in the study area along Cordon Road, Kuebler Boulevard, and Hazelgreen Road. In some locations, driveways are less than 75 feet apart.
- Every additional driveway increases crash risk by 4%.⁵
- Undivided arterial roadways have a 55% higher crash risk than those with a raised median.⁵
- Every 10 additional driveways per mile reduces travel speeds by 2.5 mph.⁵
- Suggested policy changes:
 - Increase access spacing standards
 - Clarify 1981 Cordon Road Resolution
 - Access permits on county roadways within the UGB or city limits to city standards

The plan includes 35 reasonably sized projects to achieve the ultimate vision. Nine of those projects are identified as “High Priority”:

⁵ Gluck, J., H. Levinson, and V. Stover. NCHRP Report 420: Impacts on Access Management. Transportation Research Board of the National Academies, Washington, D.C., 1999

Project	Jurisdiction	Cost
Cordon/Hazelgreen Intersection Upgrade	Marion County	\$4.97M (Roundabout) \$4.4M (Signal)
Center/Cordon Intersection Upgrade	Marion County	\$4.66M
Hazelgreen to Silverton Roadway Improvement	Marion County	\$24.68M
Center to Caplinger Roadway Improvement	Marion County	\$22.86M
Silverton to Century Multi-Use Path Extension	Marion County	\$7.60M
Lancaster to 36 th Roadway Improvement	City of Salem	\$26.0M
Caplinger to Lancaster Multi-Use Path Extension (NW Side)	City of Salem	\$5.5M
Lancaster to 36 th Multi-Use Path Extension (SE Side)	City of Salem	\$5.5M
OR 22 Multi-Use Path Overcrossing	City of Salem	\$3.85M

DKS staff clarified that the OR 22 multi-use path overcrossing will be on the west side of Cordon Road only and provide a safe connection to the multi-use paths on both sides of Cordon Road south of the overcrossing.

Director Hinojos-Pressey asked DKS staff if there are any concerns for the Cordon South segment and meeting standards that may be new because of the recently approved FAUB? Staff replied that the cross-section design takes into consideration meeting standards regardless of whether the segment is rural or urban.

Chair Clark commented on Cordon Road being the designated detour for an I5 shutdown and asked how that was taken into consideration with the design. DKS staff stated that they have consulted with ODOT, Marion county, and city of Salem – Cordon Road is **not** an official detour for I5 shutdown; ODOT does not designate it as an official detour. Staff has analyzed the extensive data set of incidents on I5 and mapped travel patterns/times. The data shows that traffic spreads out over the multiple parallel routes and although Cordon Road is used by traffic for detour, the data does not show Cordon Road being heavily used or bearing the majority of detoured traffic. ODOT has not set up an official detour on Cordon Road in over 25 years; the chained-off east to west access at Hazelgreen Road / Cordon Road is not being utilized and will be absorbed by the roundabout planned for that intersection.

Agenda Item E. SKATS MPO Policy Committee Structure Discussion

This item was set forward to the November agenda.

Agenda Item F. TIP Modifications

Staff-approved modifications made to the SKATS TIP since the August 22, 2023, Policy Committee meeting are summarized in the agenda table⁶. PC approved amendments and adjustments are also included.

⁶ Table is included in the agenda packet, Agenda Item F.

Agenda Item I. Other Business

- OTC Meeting – **November 9th NE Portland area, December 11th Virtual only**
- Next Policy Committee Meeting – **October 24, 2023**
 - McGilchrist at 22nd Intersection Amendment for adoption
 - Presentation on Cherriots Transportation Options Strategic Plan
- Next TAC Meeting – **October 10, 2023**
- Planning Status updates will be in November

Chair Cathy Clark adjourned the meeting at 1:13 p.m.

Agenda Item D

Cherriots Commuter Options Strategic Plan

SKATS Policy Committee

October 24, 2023

Action Requested:

Informational Item

Cherriots Commuter Options FY 23 – Annual Report

Kiki Dohman

Commuter Options Coordinator



Presentation Overview

FY23 Priorities and Outcomes

- Foster active and multimodal safety education and outreach
- Grow vanpool program
- Promote Get There database
- Improve access to transportation options
- Explore micromobility options

Education and Outreach



Employer and Community Outreach



Cherriots Group Pass Program

- Target Audience: Employers
- Commuter Benefit
- Discounted Rates
 - Public/non-profit: \$5.60
 - Private/for profit: \$4.80



Updated Marketing Materials

Goals

- Simplify
- Informational
- Customizable
- Support partnerships



Safety Video

Project with Salem Keizer Public Schools



[Let's Watch!](#)



Salem Station at Gilbert House



Before

Salem Station at Gilbert House



After

Salem Station at Gilbert House



After

Salem Station at Gilbert House



After

Grow Vanpool Program

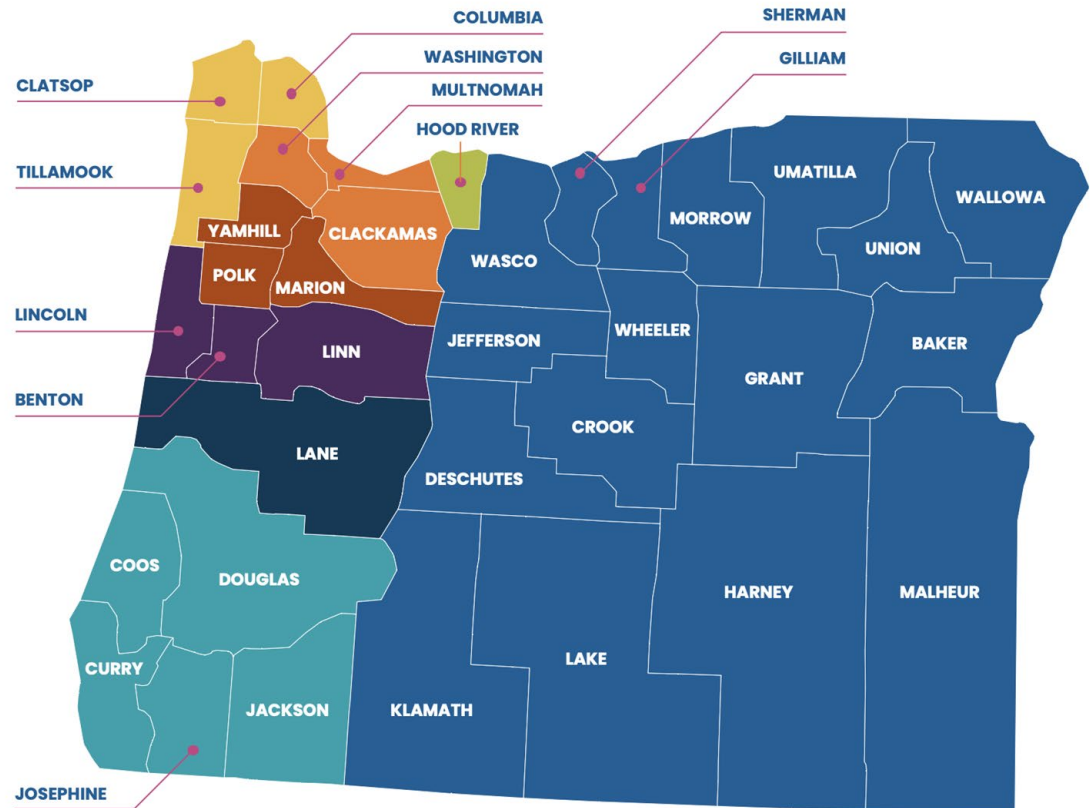


Vanpool Program



Vanpool Program

- 3 counties
- 37 vans
- 219 commuters



Promote Get There Database





Get There Database

Visit [Get There Oregon](#) for more travel resources

The first ever team-based Oregon Get There Challenge is happening Oct. 1 - 15!
[Join the Challenge here](#)



HOME

EVENTS ▾

DASHBOARD

PROGRAMS ▾

MANAGE ▾

Hi Kiki! ▾

LANGUAGE ▾



**Plan trips.
Compare options.
Save money & more!**


Plug in where you want to go, and we'll show you all the ways to Get There. Get There Connect lets you compare options, find carpool partners, and track stats like reduced carbon emissions, money saved, and calories burned. Plus, with Get There Connect you can join community challenges and win prizes, as available.

A Start

B Destination


Get There Database

Total Users: 16,319

 **7.2k**
ALTERNATIVE TRIPS

 **157,710.9 mi**
ALTERNATIVE DISTANCE

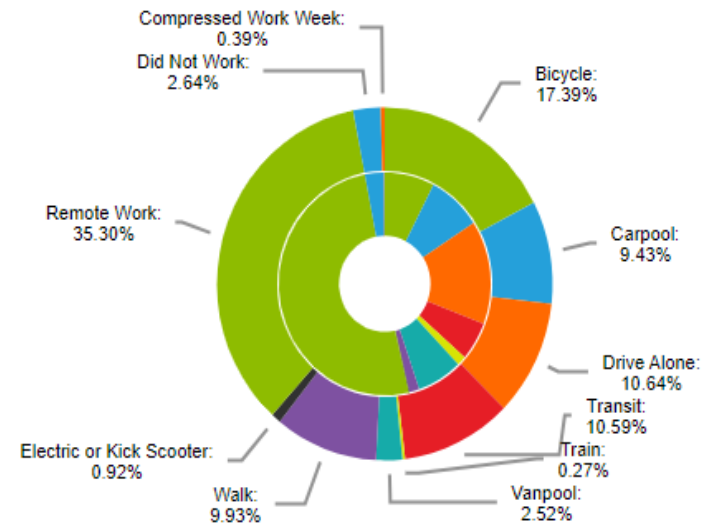
 **57.4 tons**
CO2 REDUCED

 **\$89k**
MONEY SAVED

 **8.3k**
TOTAL TRIPS

 **192,361.7 mi**
TOTAL DISTANCE

 **1 Million**
CALORIES BURNED



2023 Get There Challenge

Statewide Stats

of Teams: 253

of Participants: 1,158



Improve Access to Transportation Options



Strategic Direction 2023 - 2026

Overall goal is to not only transform and elevate the program, but to also increase the access to all of Cherriots commuter options and resources.

Cherriots Commuter Options Program

Strategic Direction 2023-2026



Strategic Direction 2023 - 2026

Goals:

- Support the Building of Cherriots into a Mobility Integrator
- Enhance Stops and Transit Centers
- Build New Partnerships to Enhance Service, Ridership, and Land use/Transit Integration

Cherriots Commuter Options Program

Strategic Direction 2023-2026



Explore Micromobility



Explore Micromobility

Bike- and Scooter-share

- Meeting with interested community partners to define roles and commitments
- Exploring program models, implementation strategies, and funding opportunities





Agenda Item E

McGilchrist at 22nd Street -Additional Funding Request

SKATS Policy Committee

October 24, 2023

Action Requested:

Adopt Resolution 23-21 adding \$3 million of unprogrammed federal funds to the McGilchrist at 22nd Street intersection realignment project (Key #21887) and removing \$3 million in local overmatch.

DRAFT Resolution 23-21

Resolution Amending the Adopted Salem-Keizer Area Transportation Study (SKATS) FY 2021-2026 Transportation Improvement Program (TIP)

WHEREAS, the Salem-Keizer Area Transportation Study Policy Committee has been designated by the State of Oregon as the official Metropolitan Planning Organization (MPO) for the Salem Urbanized Area; and

WHEREAS, the Policy Committee is authorized by an intergovernmental Cooperative Agreement to adopt and adjust the Transportation Improvement Program; and

WHEREAS, it is the responsibility of the Policy Committee to identify transportation projects for inclusion in the SKATS Transportation Improvement Program; and

WHEREAS, the adopted SKATS Transportation Improvement Program needs to program federal transportation funds being spent in the urbanized area;

NOW THEREFORE, BE IT RESOLVED BY THE POLICY COMMITTEE OF THE SALEM-KEIZER AREA TRANSPORTATION STUDY:

THAT the proposed activities are consistent with the adopted MTP and affected local plans;

THAT the proposed amendment is consistent with the financial constraint provisions of federal requirements;

THAT the proposed amendment does not negatively impact regional air quality emissions;

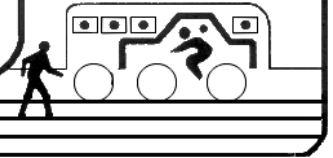
THAT the project will help achieve the Oregon Department of Transportation performance measure targets;

THAT the proposed changes to the TIP are consistent with the management process established in the adopted TIP; and

THAT for Project Key Number 21897 [McGilchrist Street SE at 22nd Street SE (Salem)], add a total of \$3,000,000 in federal funds to the construction phase and remove \$3,000,000 of local overmatch from the construction phase.

ADOPTED by the Policy Committee of the Salem-Keizer Area Transportation Study on the 24th day of October 2023.

Chair
Salem-Keizer Area Transportation Study
Policy Committee



Memorandum

Date: October 10, 2023
To: SKATS Policy Committee
From: Steve Dobrinich, Transportation Planner
Re: **McGilchrist at 22nd Street Additional Funding Request**

Purpose

The purpose of this memorandum is to discuss adding SKATS federal funding to the McGilchrist Street at 22nd intersection realignment project (Key# 21887). The intersection realignment is phase one of the overall McGilchrist project. Other work taking place along McGilchrist, between 12th Street and 25th Street, is programmed in the Transportation Improvement Program (TIP) as project key number 23370. This document builds upon previous Technical Advisory Committee (TAC) and Policy Committee (PC) discussions on this topic.

Request for Additional Funding

In March the SKATS Policy Committee approved the addition of \$4.5 million in local funds to the McGilchrist at 22nd Street intersection realignment project to help move the bid process forward. The expectation at the time was that the city of Salem would request additional federal funds after bids were received. The city of Salem is requesting \$3 million in SKATS federal funds to reduce local overmatch by \$3 million. The city intends to use overmatch savings for other work on the McGilchrist corridor.

Unprogrammed Funds Available

Unprogrammed funds are being used to cover project cost increases as they arise. SKATS staff estimates the region has approximately \$9.3 million in unprogrammed MPO federal funds available through FFY 2027.¹ This unprogrammed funding will be available in installments over the next four fiscal years. **Table 1** illustrates estimated unprogrammed funds at the end of each year; these balances are carried forward to the following year. If the funding request outlined in this document is approved, SKATS will use advance construction or a combination of funds available due to delay of other projects.

Table 1: Estimated Unprogrammed Funds

	2024	2025	2026	2027	Total FFY24-27
Ending Total Running Balance	\$4,266,699	\$7,652,839	\$9,295,842	\$9,309,147	\$9,309,147

¹ Total estimate increased from \$7.8 to \$9.3 million with the addition of redistribution funds (\$1,006,799) and anticipated reduction in funds programmed towards SFY 2025 MPO Support (\$450,000).

**Annual funding amounts are cumulative and should not be added together*

***Estimated unprogrammed funds are impacted by a limitation rate set by FHWA annually. The actual amount of funds available could be impacted by unknown-at-present changes to the limitation rate going forward. The limitation rate for 2023 was 87.87%.*

Action Requested

Adopt **Resolution 23-21 (*attached*)** adding \$3 million of unprogrammed federal funds to the McGilchrist at 22nd Street intersection realignment project (Key #21887) and removing \$3 million in local overmatch.²

Other Notes

- A request to add funds to the construction phase of the Verda Lane: Dearborn Ave to Ascot Lane Project (K20741) is upcoming. The estimate in Appendix A is from ODOT in March 2023, and is subject to change as design progresses. During the June meeting the TAC agreed “in concept” to recommend adding \$2.7 million in federal funds to the construction phase of the Verda Lane project to help cover cost escalations. City of Keizer is providing overmatch for these additional funds and has indicated funds will be needed in FFY2025.
- See Appendix A for ongoing balance of funding
- See Appendix B for summary of projects previously receiving additional SKATS funding

SD:

H:\transpor\TIPs - All\3_Additional Fund Requests\2023\McGilchrist at 22nd

² If approved, City of Salem will need to work with ODOT to update the federal amount in the IGA

Appendix A: Balancing Unprogrammed Funds with Anticipated Requests for Funding

Table 2 illustrates the balance between unprogrammed funds and anticipated requests for funding through FFY 2027. Not all funding requests are known, however, most anticipated requests would be used to cover project cost escalations.

Table 2: Funding Balance

Project	Year(s) Programmed	Cost Increase	Min. Required Match	Additional Overmatch	Federal Amount Needed	Unprogrammed Funds Remaining
Estimated Unprogrammed Funds (10/10/23)						\$ 9,309,147
McGilchrist Street SE at 22nd Street SE (K21887)	PE=2021; CN=2023				\$ 3,000,000	\$ 6,309,147
Verda Lane: Dearborn Ave to Ascot Lane (K20741)	CN=2024	\$ 4,648,634	\$ 477,415	\$1,441,976	\$ 2,729,243	\$ 3,579,904
Center Street: Lancaster Dr to 45th PI NE Upgrade (21301)	PE-2019; ROW-2022; CN -2024	\$ 1,107,438	\$ 113,734		\$ 993,704	\$ 2,586,200
Commercial Street SE: Vista St to Ratcliff Dr (K21890)	PE=21; RW=24; CN=26	?				
State Street: 4106 State St to 46th Ave (K21895)	PE=22; RW=24; CN=27	?				
Pedestrian Safety –Improved Crossings (K21879)	PE=21; RW & CN=25	?				
Orchard Heights Rd NW: Snowbird to Westhaven (K21883)	PE=21; RW & CN=25	?				
Connecticut Ave: Macleay Rd to Ricky St (K21304)	PE=2020; ROW=2022; CN=2024	\$ -	\$ -		\$ -	

*Total estimate increased from \$7.8 to \$9.3 million with the addition of redistribution funds (\$1,006,799) and anticipated reduction in funds programmed towards SFY 2025 MPO Support (\$450,000).

**Cost increase of Verda and Center Street projects may be subject to change as design progresses.

Appendix B: Overview of Projects Receiving Additional Funding (Jan. 2018 through June 2023)

Table 3 provides an overview of projects in the Transportation Improvement Program (TIP) that received additional federal funding from SKATS (from January 2018 through June 2023) beyond the initial amount programmed. **Table 4** shows additional funds received by jurisdiction.

Table 3: Overview of Projects Receiving Additional SKATS Funding (January 2018 through June 2023)

Project Name	Jurisdiction	Month Funds Added	Total Amount Added	Federal Amount Added (from SKATS)	Local Amount Added
2018					
K19234: Brown Rd NE: San Francisco-Sunnyview (Salem)	Salem	Feb 2018 (Amend# 18-5)	\$630,000	\$530,000	\$100,000
K20739: McGilchrist St SE: 12th St SE to 25th St SE (Salem)	Salem	March 2018 (Amend# 18-6)	\$1,500,000	\$1,345,950	\$154,050
K17994: 12th St: Hoyt to Fairview SB Widening	Salem	May 2018 (Amend# 18-18)	\$1,562,886	\$400,000	\$1,162,886
2018 Total			\$3,692,886	\$2,275,950	\$1,416,936
2019					
K19234: Brown Rd: San Francisco - Sunnyview (Salem)	Salem	May 2019 (Amend# 19-9)	\$740,000	\$370,000	\$370,000
K19237: 45th Ave: Ward Dr-Silverton Rd, Bicycle and Pedestrian Improvements	Marion Co.	June 2019 (Amend# 19-6)	\$1,355,175	\$327,000	\$1,028,175
K17312: Traffic Signal Interconnects (Marion County)	Marion Co.	June 2019 (Amend# 19-7)	\$203,800	\$101,900	\$101,900
K19740: Lancaster Dr/Macleay Rd Traffic Signal Upgrade	Marion Co.	June 2019 (Amend# 19-8)	\$236,146	\$118,000	\$118,146
K18750: Hayesville Dr: NE Portland Rd - Fuhrer St (Salem)	Marion Co.	Nov 2019 (Amend# 19-17)	\$1,457,570	\$1,202,933	\$254,637
K21301: Center St.: Lancaster Dr. to 45th Pl. NE	Marion Co.	Nov 2019 (Amend# 19-18)	\$1,162,894	\$691,540	\$471,354
K20740: River Rd: Shangri-La Ave to Wheatland Rd (Keizer)	Keizer	Nov 2019 (Amend# 19-19)	\$430,000	\$355,330	\$44,161
K20741: Verda Ln: Dearborn Av to Salem Pkwy (Keizer)	Keizer	Nov 2019 (Amend# 19-20)	\$16,600	\$9,960	\$6,640
2019 Total			\$5,602,185	\$3,176,663	\$2,395,013

2020					
K20743: Hollywood Dr: Silverton Rd to Greenfield Ln (Salem)	Marion Co.	Aug 2020 (Amend# 20-20)	\$64,820	\$58,163	\$6,657
2020 Total			\$64,820	\$58,163	\$6,657
2022					
K20738: Hilfiker Ln SE at Commercial St SE (Salem)	Salem	March 2022 (Amend# 22-6)	\$1,236,629	\$1,109,627	\$127,002
K17312: Traffic Signal Interconnects (Marion County)	Marion Co.	March 2022 (Amend# 22-7)	\$1,019,303	\$914,621	\$104,682
K20741: Verda Ln: Dearborn Av to Salem Pkwy (Keizer)	Keizer	March 2022 (Amend# 22-8)	\$148,400	\$133,159	\$15,241
K18750: Hayesville Dr: NE Portland Rd - Fuhrer St (Salem)	Marion Co.	July 2022 (Amend# 22-11)	\$2,600,000	\$2,000,000	\$600,000
K21304: Connecticut Av: Macleay Rd. to Rickey St.	Marion Co.	2022 (added during 2024-29 TIP development)	\$610,164	\$547,500	\$62,664
K21890: Commercial St SE: Vista St to Ratcliff Dr (Salem)	Salem	2022 (added during 2024-29 TIP development)	\$1,897,125	\$1,702,290	\$194,835
K21895: State St: 4106 State St to 46th Ave	Marion Co.	2022 (added during 2024-29 TIP development)	\$2,815,340	\$2,526,205	\$289,135
2022 Total			\$10,326,961	\$8,933,402	\$1,393,559
2023					
K20743: Hollywood Dr: Silverton Rd to Greenfield Ln (Salem)	Marion Co.	Jan 2023 (Amend# 23-2)	\$911,449	\$817,843	\$93,606
K20745: Lancaster Dr: Center St to Monroe Ave (Salem)	Marion Co.	Jan 2023 (Amend# 23-3)	\$725,221	\$650,741	\$74,480
K20741: Verda Ln: Dearborn Av to Ascott Lane (Keizer)	Keizer	June 2023 (Amend# 23-17)	\$784,903	\$704,293	\$80,610
2023 Total			\$2,421,573	\$2,172,877	\$248,696
TOTAL			\$22,108,425	\$16,617,055	\$5,460,861

Table 4: Overview of Jurisdictions Receiving Additional SKATS Funding (January 2018 through June 2023)

Jurisdiction	Total Amount Added	Federal Amount Added (from SKATS)	Local Amount Added	Share of Added Funds	Match Rate
Marion County	\$13,161,882	\$9,956,446	\$3,205,436	59.92%	24.35%
Salem	\$7,566,640	\$5,457,867	\$2,108,773	32.84%	27.87%
Keizer	\$1,379,903	\$1,202,742	\$146,652	7.24%	10.63%

**Only projects that received additional SKATS funds [e.g. Surface Transportation Block Grant Program-Urban (STBG-U), Congestion Mitigation and Air Quality (CMAQ) and Transportation Alternatives (TA-U), Highway Infrastructure Program (HIP), and Carbon Reduction Program] are included in the tables above. Projects that received non-MPO federal funds (e.g. federal grants, transit formula funds, etc.) are not included. The “Local Amount Added” column only includes instances where MPO federal funds were also added to a project.*

SKATS Transportation Improvement Program (TIP)

Public Notification of Pending Amendment



Proposed TIP Amendment

Project Name: McGilchrist Street SE at 22nd Street SE (Salem)

The public review period for this project is September 25, 2023, through noon on October 10, 2023.

As a Formal Amendment to the TIP, additional details about the project will be presented to SKATS' Policy Committee for approval on **October 24, 2023**, at noon at 100 High Street SE, Suite 200, Salem, Oregon (*hybrid meeting with virtual option available*).

Comments or concerns about this amendment should be submitted to Steve Dobrinich, via email at sdobrinich@mwvcog.org

This amendment may be revised to address comments received during the public comment period. The most recently amended TIP is available at the MWVCOG website at: <https://www.mwvcog.org/transportation/page/transportation-improvement-program>

Project Amendment Details

Amendment No.	23-21				
Project KN:	21887	Project Sponsor:	ODOT	Total Project Cost:	\$10,025,000
Project Name:	McGilchrist Street SE at 22nd Street SE (Salem)				
Purpose of amendment: Add \$3 million of unprogrammed federal funds, via advance construction. Remove \$3 million in local overmatch to be used on other sections of the McGilchrist corridor project.					
Project Description: Realign 22nd Street SE at McGilchrist to make a four-leg intersection and install a new traffic signal to increase traffic flow.					

SKATS Transportation Improvement Program (TIP)

Public Notification of Pending Amendment



Project information before amendment:

Name: McGilchrist Street SE at 22nd Street SE (Salem)										Key: 21887	
Description: Realign 22nd Street SE at McGilchrist to make a four-leg intersection and install a new traffic signal to increase traffic flow.										Region: 2	
MPO: Salem/Keizer Area MPO				Air Quality Status:		Work Type: MODERN					
Applicant: CITY OF SALEM				Exempt		Status: PROJECT SCHEDULED FOR CONSTRUCTION					
Location(s)-											
Mileposts		Length		Route		Highway		ACT		County(s)	
								MID-WILLAMETTE VALLEY ACT		MARION	
Current Project Estimate											
Planning		Prelim. Engineering		Right of Way		Utility Relocation		Construction		Other	
Year		2021						2023			
Total		\$225,000						\$9,800,000		\$10,025,000	
Fund 1		STBG-U		\$201,893				STBG-U		\$4,284,608	
Match				\$23,108						\$490,393	
Fund 2								Local		\$5,250,000	
Match											
Footnote: MPO funds limited to \$4,284,608											
Most Recent Approved Amendment											
Amendment No:		23-11		MTIP Approval Date:				STIP Approval Date:			
Requested Action:		Add \$4,500,000 of City local funds to the CN phase of the project to cover cost increases due to inflation									
Amendment No:		22-AA15b		MTIP Approval Date:		9/21/2022		STIP Approval Date:			
Requested Action:		Correct name to match PS&E - 22nd Ave SE should be 22nd Street SE									

SKATS Transportation Improvement Program (TIP)

Public Notification of Pending Amendment



Project information after amendment:

Name: McGilchrist Street SE at 22nd Street SE (Salem)										Key: 21887											
Description: Realign 22nd Street SE at McGilchrist to make a four-leg intersection and install a new traffic signal to increase traffic flow.															Region: 2						
MPO: Salem/Keizer Area MPO					Air Quality Status: Exempt					Work Type: MODERN											
Applicant: CITY OF SALEM					Status: PROJECT SCHEDULED FOR CONSTRUCTION																
Location(s)-																					
Mileposts			Length		Route			Highway				ACT				County(s)					
												MID-WILLAMETTE VALLEY ACT				MARION					
Current Project Estimate																					
Planning		Prelim. Engineering			Right of Way			Utility Relocation			Construction			Other			Project Total				
Year				2021						2023											
Total				\$225,000						\$9,800,000						\$10,025,000					
Fund 1				STBG-U			\$201,893						STBG-U			\$4,082,715			\$4,284,608		
Match							\$23,108									\$467,285			\$490,393		
Fund 2													ACPO			\$3,000,000			\$3,000,000		
Match																\$343,363			\$343,363		
Fund 3													Local			\$1,906,637			\$1,906,637		
Match																					
Footnote: MPO funds limited to \$4,284,608																					
Most Recent Approved Amendment																					
Amendment No:		23-21						MTIP Approval Date:						STIP Approval Date:							
Requested Action:		Add \$3 million of unprogrammed federal funds, via advance construction. Remove \$3 million in local overmatch to be used on other sections of McGilchrist corridor project.																			
Amendment No:		23-11						MTIP Approval Date:						STIP Approval Date:							
Requested Action:		Add \$4,500,000 of City local funds to the CN phase of the project to cover cost increases due to inflation																			
Amendment No:		22-AA15b						MTIP Approval Date:			9/21/2022			STIP Approval Date:							
Requested Action:		Correct name to match PS&E - 22nd Ave SE should be 22nd Street SE																			

Agenda Item F

SKATS Title VI Plan

SKATS Policy Committee
October 24, 2023

Action Requested:

Accept the SKATS 2023 Title VI Plan.

Memorandum

Date: October 2, 2023
To: SKATS Policy Committee Members
From: Kim Sapunar, Senior Planner
Re: SKATS Title VI Plan

Background

SKATS is required to comply with Title VI of the Civil Rights Act which legally prohibits discrimination, denial of benefits, or exclusion from participation based on race, color, or national origin. As a recipient of federal funds, SKATS is subject to Title VI provisions and all relevant nondiscrimination statutes, and must have a plan to ensure compliance and implementation.

In June 2023, the Oregon Department of Transportation (ODOT) Office of Equity and Civil Rights (OECR) notified SKATS they would conduct a Title VI Review of the MPO. This included an onsite review with staff on August 1, 2023, with David Morrissey the Title VI/EJ/ADA Program Manager, and Jennifer Erickson, Civil Rights Programs Coordinator.

The Title VI plan and all associated materials were reviewed, and SKATS received ODOT's report on September 6, 2023, acknowledging full compliance with meaningful policies and practices in place for Title VI compliance. As SKATS' last Title VI Implementation Plan update was in 2019, ODOT requested that the MPO submit an updated plan by December 5, 2023.

ODOT's single suggestion for update in the Title VI plan document is to change the word "gender" to "sex", as sex is a legally protected class and gender is not. Other minor changes made include the addition of recent authorities or statutes applicable to Title VI, updates to supplemental information including current staff, committee membership, demographic data, and changing RTSP to MTP. This updated Title VI plan was reviewed by the TAC at their October 2023 meeting.

Requested Action

Accept the updated SKATS Title VI plan.

SKATS

Title VI Plan



November 20~~23~~¹⁹

prepared by:

Salem-Keizer Area Transportation Study

administered by:

**Mid-Willamette Valley
Council of Governments
100 High Street SE, Suite 200
Salem, Oregon 97301
(503) 588-6177
www.mwvcog.org**

Executive Summary

The Salem-Keizer Area Transportation Study (SKATS) serves as the federally designated Metropolitan Planning Organization (MPO) for the Salem, Keizer and Turner area. The MPO is responsible for transportation planning activities, plans, and studies within the Salem-Keizer urban area for transportation facilities of regional significance. The MPO is required to comply with many federal laws, statutes and regulations in its creation of products including its short- and long-range transportation plans.

Title VI of the Civil Rights Act legally prohibits discrimination, denial of benefits, or exclusion from participation based on race, color, or national origin. As a recipient of federal and state funds, the MPO is subject to Title VI provisions and must have an adopted plan to ensure compliance and implementation of Title VI practices.

In addition to Title VI, there are other nondiscrimination statutes that afford legal protection. Some of these statutes are Section 162 (a) of the Federal-Aid Highway Act of 1973 (23 USC 324) (based on sex), Age Discrimination Act of 1975 (based on age), and Section 504 of the Rehabilitation Act of 1973/Americans ~~w~~With Disabilities Act of 1990 (based on disability). Also, in 1994, President Clinton issued an Executive Order addressing the concept of Environmental Justice for minority and low-income populations, which directed recipients of federal dollars to create strategies for addressing inequity. [In 2023, President Biden issued Executive Order 14096 which builds on prior Environmental Justice \(EJ\) initiatives strengthening the role of scientific, data-based research and analysis, along with the integration of EJ considerations within administrative functions.](#)

First and foremost, this plan addresses the responsibilities and implementation of the Title VI statute and other Federal statutes in the work of the MPO prohibiting discrimination based on race, color, sex or national origin. Due to the interrelated and overlapping nature of additional nondiscrimination statutes and federal directives, it also addresses the MPO's work in ensuring equity and participation in its transportation work by all who may be disadvantaged including low-income, the disabled or elderly. See **Appendix L** for a comparison of Title VI and Environmental Justice requirements, and the Federal Highway Administration's Title VI Program. As such, this document is in two parts, the first part addresses Title VI implementation, and second outlines Environmental Justice guidelines.

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Appendices

<i>Appendix A</i>	<i>Statutes, Authorities, and Citations</i>
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<i>Appendix G</i>	<i>Nondiscrimination Notice to the Public</i>
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<i>Appendix J</i>	<i>Title VI Assurances</i>
<i>Appendix K</i>	<i>Acronym List</i>
<i>Appendix L</i>	<i>Comparison of Title VI and Environmental Justice</i>

Introduction

The Salem-Keizer Area Transportation Study (SKATS) is the designated Metropolitan Planning Organization (MPO) responsible for developing and implementing a coordinated, comprehensive, and continuing planning process that address issues related to the transportation systems of regional significance in the Salem-Keizer-Turner urban area. The Mid-Willamette Valley Council of Governments provides the staffing and administrative responsibilities for the MPO.

As a subrecipient of federal funds, the SKATS transportation planning program is required to comply with Title VI of the 1964 Civil Rights Act, the President's Executive Order on Environmental Justice, and related statutes, executive orders, and federal regulations. **The primary function of the SKATS Title VI Plan is to address Title VI principles and requirements as they apply to the SKATS transportation planning program.**

SKATS MPO: Background and Governance

The SKATS planning area includes the urban growth boundaries of the cities of Salem, Keizer, and Turner; and urbanized portions of Marion and Polk Counties adjacent to these cities. (*See Appendix B – SKATS Boundary Map.*) As the designated MPO, SKATS coordinates the regional transportation planning process and investments for the area including:

- Development and maintenance of the *Regional Metropolitan Transportation Systems Plan (RMTSP)*, a 20-year plan for transportation systems and investments;
- Development and maintenance of the regional *Transportation Improvement Program (TIP)*, a four-year schedule of federally funded projects;
- Requirements for complying with state and federal air quality regulations as they apply to transportation conformity;
- Development and adoption of an annual *Unified Planning Work Program (UPWP)*, which identifies transportation planning activities; major regional planning and operational studies of the regional system; transportation modeling and forecasting tasks; transit-system planning; and interagency coordination between SKATS and state and local jurisdictions; and
- Providing opportunities for public involvement in the transportation planning and decision-making process following the adopted guidelines in the SKATS *Public Participation Plan (PPP)*.

SKATS is governed by a policy committee made up of elected officials from the jurisdictions within the region and representatives of the Oregon Department of Transportation (ODOT), the Salem Area Mass Transit District (SAMTD), and the Salem-Keizer School District. The SKATS Policy Committee provides the region a forum in which to consider transportation issues; develop coordinated goals, objectives, and strategies; and recommend prudent investments for the regional transportation system. (*See Appendix C – SKATS Committees for the current membership of the SKATS Policy Committee.*)

The SKATS Policy Committee is advised by the SKATS Technical Advisory Committee (TAC), which consists of staff representatives from each of the local jurisdictions and staff from state and federal agencies. (*See Appendix C – SKATS Committees for the current membership of the SKATS TAC.*) Special citizen and/or modal sub-committees are formed on an as needed basis as determined by the Policy Committee.

In order to foster regional coordination and public involvement efforts, SKATS staff and committee members participate in local and regional task forces, steering committees, and workshops; participate as members of transportation-related project management teams and advisory committees; present and share information with neighborhood associations, business organizations, citizen groups, city councils, and county commissions (including work sessions and public meetings); prepare articles published in the Mid-Willamette Valley Council of Government's ~~quarterly newsletter and~~ annual report; post information and updates of ongoing transportation planning work on the MWVCOG website; and involve the public via communication with the news media, the COG Connections e-mail newsletter, social media, the SKATS e-mail and mailing lists, and at open houses.

Each of the major planning and programming decisions made by the SKATS Policy Committee is associated with a corresponding public involvement process. The SKATS *Public Participation Plan* (PPP) for the regional transportation planning process in the Salem-Keizer-Turner urban area was adopted by the SKATS Policy Committee on November 28³, 2014⁷²¹. It serves as the guide to ensure the ongoing opportunity for broad-based public participation in the development and review of the region's transportation plans and programs. (*See Appendix D – SKATS Public Participation Plan.*)

Non-Discrimination Policy Statement and Title VI Assurances

The following page contains the MWVCOG's Non-Discrimination Policy Statement. This policy covers programs and activities within the SKATS MPO. This policy statement provides the required assurances to the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) that the MWVCOG and SKATS Transportation Planning Program will comply with Title VI, as required by Title 23 Code of Federal Regulations (CFR) Part 200, and Title 49 CFR Part 21.

Federal-aid contracts normally must include provisions that require compliance with Title VI. MWVCOG will include Title VI contract provision language in applicable contracts, following the examples in *Appendix J*, to ensure contractors, subcontractors, and others comply with Title VI.

NON-DISCRIMINATION POLICY STATEMENT AND ASSURANCES

In accordance with Title VI of the Civil Rights Act of 1964 and subsequent federal nondiscrimination directives such as the Federal-Aid Highway Act of 1973, the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, the Civil Rights Restoration Act of 1987, Americans with Disabilities Act of 1990 (ADA), Executive Order 12898 (Environmental Justice), and Executive Order 13166 (Limited English Proficiency), the Mid-Willamette Valley Council of Governments (MWVCOG) ASSURES that no person shall, on the grounds of race, color, national origin, disability, age, ~~sex~~gender, or income status be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity.

Additionally, under Executive Order 12898 (Environmental Justice) and the subsequent USDOT/FHWA/FTA directives, MWVCOG, acting in its capacity as the Salem Keizer Area Transportation Study Metropolitan Planning Organization (MPO), shall make every effort to identify and address, as appropriate, disproportionately high and adverse human health or environmental effects of the MPO programs, policies, and activities on Title VI protected populations.

MWVCOG further assures that every effort will be made to ensure nondiscrimination in all of its programs and activities, whether those programs and activities are federally funded or not. MWVCOG is aware that the Civil Rights Restoration Act of 1987 broadened the scope of Title VI coverage by expanding the definition of terms “programs or activities” to include all programs or activities of Federal Aid recipients, sub-recipients, and contractors/consultants, whether such programs and activities are federally assisted or not.

In the event MWVCOG in its role as the MPO distributes federal aid funds to another governmental entity or subcontractor, MWVCOG will include Title VI language in all written agreements and will monitor for compliance. The MWVCOG Title VI Coordinator is responsible for initiating and monitoring Title VI activities, preparing required reports, and other MWVCOG responsibilities as required by Title 23 Code of Federal Regulations (CFR) Part 200, and Title 49 CFR Part 21.

Scott Dadson~~Sean O'Day~~, MWVCOG Executive Director

Date

Title VI Overview and the Work of the MPO

Title VI of the Civil Rights Act of 1964

Section 601 of the Civil Rights Act of 1964 states:

“No person in the United States shall, on the grounds of race, color, or national origin be excluded from participation in, denied the benefit of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.”

Subsequent legislation (*See Appendix A for the complete list of Statutes, Authorities, and Citations.*) has extended the protections under Title VI to prohibit discrimination based on [gendersex](#), disability, age, and income status. The Civil Rights Restoration Act of 1987 established that Title VI applies to all programs and activities of Federal-aid recipients, sub-recipients, and contractors whether those programs and activities are federally funded or not.

Title VI bars intentional discrimination as well as disparate impact discrimination (i.e., a neutral policy or practice that has a disparate impact on protected groups).

Environmental Justice

In 1994, President Clinton issued Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations. The Executive Order focused attention on 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." [In 2023, President Biden issued Executive Order 14096 which builds on prior Environmental Justice \(EJ\) initiatives strengthening the role of scientific, data-based research and analysis, and integrating EJ considerations within administrative functions.](#)

What is the relationship between Environmental Justice and Title VI?

Title VI is a legal statute that protects persons from discrimination on the basis of race, color, and national origin. Environmental Justice is an executive order which mandates that each Federal agency develop an agency-wide strategy that identifies and addresses disproportionately high and adverse human health or environmental effects of its programs, policies, and activities on minority and low-income populations. Although the nondiscrimination principles of [Executive Order 12898-Environmental Justice](#) and the Title VI statute intersect, they are two separate mandates (*See Appendix L for the overlap and difference between them*).

~~Although~~ [The](#) Title VI statute protects persons from discrimination on the basis of race, color, and national origin, the FHWA’s Title VI Program is broad and includes other nondiscrimination statutes and authorities under its umbrella, including Executive Order 12898 (*See Appendix A*

for the complete list of Statutes, Authorities, and Citations). FHWA's Office of Civil Rights oversees the Title VI Program, which ensures that FHWA policies, programs, and activities do not discriminate based on race, color, national origin, income, sex, age, disability, or limited English proficiency.¹ **Due to the broad nature of FHWA's Title VI program, this document will first address Title VI implementation, and will then address Environmental Justice guidelines.**

What is the SKATS MPO Role?

As a recipient of federal and state funds, the SKATS MPO is subject to the provisions of Title VI. The MPO serves as the primary forum where the Oregon Department of Transportation (ODOT), transit providers (including the Salem Area Mass Transit District), local agencies and jurisdictions, and the public develop transportation studies, plans, and programs that address regional transportation planning. In this role, the MPO can help local public officials understand how Title VI requirements improve planning and decision making. To certify compliance with Title VI, the SKATS MPO continues to:

- Use their analytical capabilities to ensure that the long-range transportation plan ([RMTSP](#)) and the transportation improvement program (TIP) comply with Title VI.
- Use a demographic profile (based on Census data) of the SKATS planning area that includes identification of the locations of Title VI protected populations.
- Evaluate and – where necessary – improve their public involvement processes to eliminate participation barriers and engage Title VI populations in transportation decision making.

MPOs act as coordinators with many agencies involved in transportation planning. The SKATS MPO creates a [Regional Metropolitan Transportation Systems Plan \(RMTSP\)](#) that follows federal guidelines for air quality and financial constraint. The [RMTSP](#) contains a list of programs and projects on the regional system that address safety, mobility, and multi-modal transportation needs over a 20-year timeframe. The regional Transportation Improvement Program (TIP) distributes federal transportation funds to local agency partners for construction of infrastructure projects, transit and multi-modal travel, travel demand management, traffic operations management, data collection, and planning activities.

As the agency responsible for coordinating the regional transportation process, the SKATS MPO makes sure that all segments of the population have the opportunity to be involved with the planning process. In compiling the projects that make up the regional plan, the SKATS MPO is responsible for evaluating the impact on proposed transportation investments on population groups that may be traditionally underserved or underrepresented.

What has been the SKATS MPO's approach to comply with Title VI?

It has been the SKATS MPO's long-standing policy to actively ensure nondiscrimination and to respond quickly and appropriately to any complaints of discrimination. As a recipient of federal

¹ Federal Highway Administration Environmental Justice Reference Guide, April 1, 2015

funds, the SKATS MPO is required to annually certify its commitment to nondiscrimination under Title VI as part of the MPO's Unified Planning Work Plan.

Based on Census data, SKATS periodically updates the report “***Demographic Profile of Transportation Disadvantaged Populations in the SKATS Area***” that identify (by census tract) population characteristics including low-income, racial and ethnic minority populations, as well as elderly, mobility-limited, and “no vehicle available” households. These reports are available in print and on the MWVCOG website². These reports are used by staff of the MPO to identify protected Title VI populations.

The SKATS MPO has developed a Public Participation Plan that addresses the need to communicate with communities that may be traditionally underserved such as people with disabilities, seniors, low-income, and racial and ethnic minorities. As part of this effort, the SKATS MPO maintains distribution lists that include members of communities that may be traditionally underserved, and community and service organizations.

The SKATS MPO has developed several types of informational material – such as our ***Getting You From Here to There*** brochure – to describe to the public what an MPO is, its role and relation to ODOT and transportation functions of local jurisdictions, as well as information on why and how citizens should get involved. For each RMTSP or TIP plan update, brochures and flyers are distributed in English and Spanish describing the purpose of the plan, and how the public can give input. These materials are provided to the public at presentations and open house events. (*See earlier description under Background and Governance.*)

In order to adapt and adjust strategies to improve public participation, the SKATS MPO continues to periodically evaluate its approach, techniques, and successes for public involvement.

What are the SKATS MPO's goals with regard to Title VI?

The SKATS MPO is committed to the goals of preventing discrimination and fostering a just and equitable society while recognizing the key role that transportation services provide to the community. The SKATS MPO establishes the following basic principles to serve as overall objectives in implementing this Title VI program:

- Make transportation decisions that strive to meet the needs of people throughout the SKATS region.
- Enhance the public-involvement process to reach all segments of the population and ensure that all Title VI protected populations have the opportunity to have a voice in the transportation planning process.
- Provide the community with opportunities to learn about and improve the quality and usefulness of transportation in their lives.
- Improve data collection, monitoring, and analysis tools that assess the needs of, and analyze the potential impacts of, transportation plans and programs on Title VI protected populations.

² Under “Reports and Data” section: <http://www.mwvcog.org/programs/transportation-planning/skats/reports-and-data/> <https://www.mwvcog.org/transportation/page/transportation-disadvantaged-reports>

- Avoid disproportionately high and adverse impacts on Title VI protected populations.
- Comply with the requirements of Title VI and related statutes, regulations, and federal directives.

Title VI Plan

Implementation Strategies, Compliance, and Enforcement Elements

Strategies for Engaging Limited English Speaking Households

From the 2013~~6~~-2017~~20~~ American Community Survey, approximately ~~4.15~~-~~2~~ percent of households ~~of~~ⁱⁿ the ~~census tracts covering the~~ Salem-~~Keizer-Urbanized~~ Area were identified as limited English speaking³. The inability to communicate in English may result in individuals being un-informed of transportation issues and being unable to participate in the transportation planning process and/or impact decisions.

~~Of the a~~Approximately 4,600 ~~of the 99,994~~ households in Salem-~~Keizer-Urbanized~~ Area ~~that~~ are limited English speaking, the majority ~~of which~~ are Spanish speaking households. A SKATS staff member who is fluent in Spanish is available as a point of contact for Spanish-speaking members of the community ~~that want to get for~~ information about regional transportation issues. In addition, SKATS ~~will~~ maintains access to professional translation services and makes arrangements to provide such services as needed. When issues or actions impact concentrated populations of non-English speaking people, announcements, materials, documents, and notices will be provided in the applicable language. Links to the translation service used on the State of Oregon's website or other suitable translation sites will be posted on the SKATS website at: www.mwvcog.org/programs/transportation-planning/skats<https://www.mwvcog.org/transportation>

Strategies for Addressing Title VI in Public Participation Activities

The SKATS MPO is committed to early and continuing public participation in transportation planning, programming, and implementation, which is one of the requirements of the Federal surface transportation acts, ~~the latest being Fixing America's Surface Transportation (FAST)~~. In seeking public comment and review, the SKATS MPO makes a concerted effort to reach all segments of the population including Title VI protected populations.

- SKATS maintains a website at: <https://www.mwvcog.org/transportation>
www.mwvcog.org/programs/transportation-planning/skats
The website is updated frequently and contains information related to MPO activities, including the following:
 - SKATS documents including the ~~Regional Metropolitan Transportation Systems Plan~~ (~~MRTSP~~), the *SKATS Transportation Improvement Program (TIP)*, and the *SKATS Unified Planning Work Program*;
 - Public notices of amendments to the ~~MRTSP~~ or TIP with dates and times of public hearings;

³ A limited English speaking household is one in which no member 14 years old and over speaks only English or speaks a non-English language and speaks English “very well”. In other words, all members 14 years old and over have at least some difficulty with English, Table S1602 2013-2017 ACS.

- SKATS committee meeting information including agendas with date, time, [links to join meetings remotely](#), and location;
- meeting minutes [and links to meeting video recordings](#);
- staff contact information;
- planning study documents (provided as PDFs);
- maps, press releases, notices, and other information, as necessary, to provide the public with accurate and up-to-date information related to transportation issues and planning;
- public participation documents such as the Public Participation Plan, SKATS brochures, etc.; and
- links to other websites that contain information of ongoing transportation studies in the area.

Upon its completion, the SKATS Title VI Plan will be posted on the MWVCOG website along with the complaint process and form in an easily accessible location.

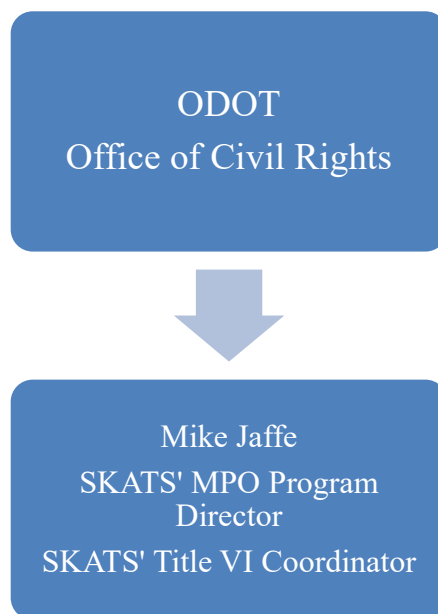
- Strategies to inform and involve the public about regional transportation planning are described in the SKATS Public Participation Plan. *(See Appendix D in this document for a link to the current plan.)*
- In order to explain the MPO’s role in transportation planning, how it coordinates with state and local transportation partners, and how the public can participate in planning and decision making, SKATS developed and distributes a brochure, “*Getting You From Here to There*” that is on the MWVCOG website and provided at open houses and other presentations by SKATS staff. *(See Appendix E in this document.)*
- Press releases [in Spanish and English](#) are created and distributed, as needed, to an extensive list of media contacts, local groups and organizations, individuals, and the MWVCOG/SKATS website and contain contact information for SKATS’ staff. Press releases contain an abbreviated Title VI notice. *(See Appendix G Nondiscrimination Notice to the Public.)*
- SKATS will continue to identify traditionally under-involved populations within the region including minority, limited English speakers, low income, and senior citizen populations via Decennial Census and American Community Survey census data. Public outreach efforts will be designed to fully include these populations in the transportation planning process. *(See Appendix D – SKATS’ Public Participation Plan.)*
- SKATS uses a translator/translation service when working with Limited English speakers. *(See previous description of Language strategies.)*
- Meetings are open to the public at ADA-accessible locations and publicized advance notification is given through a variety of media and other outlets. Public comment and participation are encouraged. Meeting notices and agendas contain the following statement:

“The Salem-Keizer Area Transportation Study is pleased to comply with the Americans with Disabilities Act (ADA). If you need special accommodations to

attend this meeting, a complete agenda packet or additional information, please contact staff at 503-588-6177 or send e-mail to mwvcog@mwvcog.org at least 48 hours prior to the meeting. Hearing impaired, please call Oregon Telecommunications Relay Service, 7-1-1. Thank you.”

Title VI Coordination Between SKATS and ODOT

On behalf of the SKATS Transportation Planning Program, the MPO Program Director is responsible for ensuring the implementation of the SKATS' Title VI Plan and serves as the Title VI Coordinator. The Title VI Coordinator is also responsible for coordinating with the Title VI Specialist in ODOT's Office of Civil Rights.



Title VI Coordinator's Responsibilities

The SKATS MPO Program Director is the designated Title VI coordinator for the SKATS MPO. The SKATS Title VI coordinator or his/her designee is responsible for initiating and monitoring Title VI activities, preparing required reports, and other responsibilities as required by *Title 23 Code of Federal Regulations (CFR) Part 200, and Title 49 CFR Part 21* **-(See Appendix A for the complete list of Statutes, Authorities, and Citations.)** including:

- Ensuring that all SKATS program administration is in compliance with Title VI requirement.
- Monitoring progress, implementation, and compliance issues.
- Ensuring that no person is denied access to, or participation in, MPO programs.
- Ensuring that full and fair participation is available to all potentially impacted communities in the decision-making process.

- Distributing Title VI information to MPO staff, committee members, sub-recipients and contractors, and the public; providing Title VI information on the MWVCOG/SKATS website; and providing Title VI training and/or materials upon request.
- Evaluating and ensuring that intergovernmental agreements or contracts with any sub-contracting entities will include language that requires Title VI compliance including nondiscrimination and Environmental Justice language (see Appendix J).
- Processing, investigating, and attempting to resolve Title VI complaints regarding the SKATS MPO, sub recipients, consultants, and contractors.
- Overseeing the collection of demographic data, compiling an annual activities and accomplishment report, and distributing the report.

Title VI Training

~~SKATS staff provided Title VI training to both the Policy and Technical Advisory Committees in August 2018 at their regularly held meetings. A PowerPoint presentation was created and is included in Appendix M of this document.~~ Title VI training materials will be made available to new SKATS staff, Policy and advisory committee members, and sub recipients, consultants, and contractors. Additional or on-going training will be provided, as needed.

Title VI Data Collection and Reporting

The Salem-Keizer Area Transportation Study is required to consider the impacts that its Regional Metropolitan Transportation Plan (MRTSP), Transportation Improvement Program (TIP), and other plans and programs have on Title VI protected populations. It is important to evaluate issues regarding the equity of both service provision and distribution of impacts related to alternatives on various population groups with the region. To this end, SKATS will continue to update information on Title VI populations and use this information in its planning and development of the MRTSP and TIP. In addition, SKATS will collect demographic information on public participation and document all instances of Title VI complaints. This information will be made part of the Annual Accomplishment Report.

The following procedures are hereby established for data collection and reporting:

1. Transportation Disadvantaged Reports and ACS Data

Periodically (not to exceed 5 years) SKATS staff will produce a report entitled *Demographic Profile of Transportation Disadvantaged Populations in the SKATS Area*, using data from the American Community Survey (ACS). (*See Appendix F – for the link to the latest reports.*) The report was most recently produced in 2022~~17~~ from 201~~16~~-201~~5~~20 ACS data. For planning purposes, these reports identify the potential “Transportation Disadvantaged” population as including someone who is identified as one of the following:

- Minority and Hispanic persons
- Elderly persons

- The poor (persons in households with income below the poverty level)
- Limited English-speaking households
- Persons with go-outside-home disabilities
- Households with no access to vehicles

Census data is analyzed, and concentrations of the various transportation disadvantaged populations are identified with tables and maps. [In addition to the summary report, an online and interactive map of the data is available at: https://mwvcog.maps.arcgis.com/apps/webappviewer/index.html?id=c62511a653084df3a7391095f6af8d6d/](https://mwvcog.maps.arcgis.com/apps/webappviewer/index.html?id=c62511a653084df3a7391095f6af8d6d/)

For transportation planning purposes, the size and location of the transportation disadvantaged population groups is useful in evaluating whether or not recommended projects and programs adequately address their unique needs and whether any negative aspects of a recommended action will disproportionately impact these members of the community. In addition, the geographic profile of the SKATS region is a useful tool in designing public involvement efforts and activities to meet the needs of the communities within the SKATS region.

2. Collect Demographic Information on Public Participants

SKATS MPO staff shall strive to collect demographic information on persons attending public participation events. This shall be accomplished by summarizing results from comment/feedback forms which request demographic information from participants at public meetings and workshops and public opinion polls. The submittal of demographic information will be voluntary.

3. Maintain Records of Title VI complaints

The SKATS MPO shall maintain records of complaints that it receives, as well as materials related to the investigation, final determination, and corrective actions, if any, that have been taken. *(See Appendices H and I for specific Title VI complaint procedures and forms.)*

Annual Accomplishment Report

A Title VI annual report will be submitted to the ODOT Regional Local Agency Liaison ODOT's Office of Civil Rights for review and approval. The update will report on accomplishments and changes occurring during the preceding year and will also include goals and objectives for the following year. The report will include:

- Baseline demographic information for the SKATS region from census data.
- A demographic profile of SKATS staff.
- A demographic profile of members of the SKATS Policy and Technical Advisory Committees.

- Attendance records and demographic information (as voluntarily provided by attendees) at public meetings and other events hosted by SKATS.
- Documentation of Title VI discrimination complaints and status.
- Summary of the year's accomplishments for complying with Title VI strategies listed in this plan.

Contracts and Intergovernmental Agreements

The SKATS MPO executes intergovernmental agreements with the Oregon Department of Transportation, the Salem Area Mass Transit District, and other MPO partners for the performance of specific projects or activities. The standard language incorporated into these intergovernmental agreements requires that the partners comply with all applicable federal, state, and local laws, rules, ordinance, and regulations at all times and in the performance of the work. This provision would include the nondiscrimination and environmental justice provisions contained under Title VI of the Civil Rights Act and accompanying rules and orders.

Complaint Process and Procedures

If any individual believes that any program beneficiaries have been subjected to unequal treatment or discrimination based on the grounds of race, color, national origin, limited English Proficiency, sexgender, income, age, or disability, that individual may exercise their right to file a complaint with the MWVCOG. A formal complaint must be filed within 180 calendar days of the alleged occurrence or when the alleged discrimination became known to the complainant. The complaint must be in writing and signed by the complainant(s). Formal complaints will be submitted, evaluated, and processed as set forth in *Appendix H –Nondiscrimination Complaint Procedures*.

Environmental Justice and the Work of the MPO

Environmental Justice Executive Order

In 1994, President Clinton issued Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations. The Executive Order focused attention on 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." [In 2023, President Biden issued Executive Order 14096 which builds on prior Environmental Justice \(EJ\) initiatives strengthening the role of scientific, data-based research and analysis, and integrating EJ considerations within administrative functions.](#)

A series of orders have been issued by federal agencies requiring the incorporation of Environmental Justice principles into federal programs and policies. Additional clarifying materials have also been issued. The following materials are applicable to transportation planning issues:

- The United States Department of Transportation (DOT) issued an Order on Environmental Justice (DOT Order 5610.2) in 1997, and an updated order (DOT Order 5610.2(a)) in 2012 [and in 2021.](#)
- The Federal Highway Administration (FHWA) issued an Order on Environmental Justice (FHWA Order 6640.23) in 1998, and an updated order (FHWA Order 6640.23A) in 2012.
- On October 7, 1999, FHWA and Federal Transit Administration (FTA) issued a memorandum to their respective field administrative offices clarifying Title VI requirements in metropolitan and statewide planning. The memorandum identifies a series of actions that can be taken to support Title VI compliance and Environmental Justice goals, improve planning performance, and minimize the potential for subsequent corrective action and complaint.
- In addition, the FTA has issued a Circular in 2007 (FTA 4702.1A) which contains requirements and guidelines for Metropolitan Planning Organizations. FTA updated their Title VI circular 4702.1B in 2012 and also issued Circular 4703.1 in 2012 on Environmental Justice

There are three fundamental Environmental Justice principles:

1. To avoid, minimize, or mitigate disproportionately high and adverse human health or environmental effects including social and economic effects on minority populations and low-income populations.
2. To ensure the full and fair participation by all potentially affected communities in the transportation decision-making process.
3. To prevent the denial of, reduction in, or significant delay in the receipt of benefits by minority populations and low-income populations.

Environmental Justice must be considered in all phases of planning and focuses on enhanced public involvement and an analysis of the distribution of benefits and impacts. Environmental Justice issues arise most frequently when:

- Some communities get the benefits of improved accessibility, faster trips, and congestion relief while others experience fewer benefits;
- Some communities suffer disproportionately from transportation program's negative impacts like air pollution;
- Some communities have to pay higher transportation taxes or higher fares than others in relation to the services that they receive; or
- Some communities are less represented than others when policymaking bodies debate and decide what should be done with transportation resources.

Although Environmental Justice concerns are more frequently raised during project development, Environmental Justice applies equally to the process and products of planning, which are the primary activities of the SKATS MPO.

What has been the SKATS MPO's approach on Environmental Justice?

As a recipient of federal funds, the SKATS MPO is required through an Environmental Justice analysis to identify and address disproportionately high and adverse effects of the agency's programs, policies, and activities on minority and low-income populations to achieve an equitable distribution of benefits and burdens. Environmental Justice analysis is included in both the [RMTSP](#) and TIP, in which the benefits and impacts of proposed and final transportation projects are evaluated in relation to census and mapping data

The SKATS Public Participation Plan outlines outreach steps and strategies to communities that may be traditionally underserved such as people with disabilities, seniors, low-income, and racial and ethnic minorities. SKATS maintains distribution lists that include community members, neighborhood associations, community and service organizations. SKATS produces informational material for each plan update. These materials are provided to the public by mailings and at presentations and open house events. SKATS uses its website as a primary source of information and has begun to use social media as an outreach tool. SKATS continues to evaluate its approach, techniques, and successes for public involvement.

What are the SKATS MPO's goals with regard to Environmental Justice?

SKATS' goals for Environmental Justice are in concert with those supporting Title VI. The MPO is committed to fostering a just and equitable society and recognizes the key role that transportation services provide to the community. In addition to the Title VI non-discrimination principles, SKATS establishes the following basic principles to additionally serve as overall objectives when addressing Environmental Justice:

- Improve data collection, monitoring, and analysis tools that assess the needs of, and analyze the potential impacts of, transportation plans and programs on Environmental Justice populations.

- Avoid disproportionately high and adverse impacts on Environmental Justice populations.
- Comply with the requirements of Environmental Justice, and related statutes, regulations, and federal directives.

Strategies for Addressing Environmental Justice in Planning Efforts

The SKATS MPO is committed to ensuring that its transportation planning program and plans meet the transportation accessibility, mobility, and safety needs of all people throughout the SKATS region and avoid disproportionately high and adverse human health or environmental effects, including social and economic effects, on minority and low-income populations.

Though it is recognized that much of the evaluation for Environmental Justice issues will occur at the specific project-level planning phase (which is the responsibility of the project proponent) rather than the overall transportation planning phase, the SKATS MPO can use a variety of measures to identify the risk of discrimination so that positive corrective action can be taken during the planning phases and to serve as a building block in subsequent decision making and analysis of project developments.

For the ~~Regional~~Metropolitan Transportation ~~System~~ Plan (RMTSP), these measures include early engagement with minority and low-income populations through outreach activities during the development of the plan and in the public comment period. In addition to public outreach, SKATS has a three-pronged approach to addressing Environmental Justice in the RMTSP. The first is in outreach. ~~Second~~, the project ranking and selection process in which Environmental Justice factors are part of the scoring criteria. ~~Third~~Second, a geographic spatial analysis with Census data examines the physical and financial distribution of draft projects to assess benefits and burdens to neighborhoods. ~~Third, draft projects are evaluated with the use of the travel demand model to calculate travel benefits to population areas.~~

Similarly, measures for the Transportation Improvement Program (TIP) include early engagement with minority and low-income populations through outreach activities during the development of the plan and in the public comment period. Environmental Justice is considered under the project benefit portion of the TIP application and therefore factors in as part of the scoring criteria. Projects under consideration are included in a geographic spatial analysis with Census data examining their physical and financial distribution to assess benefits and burdens. Lastly, projects in the TIP predominately come from projects already included in the RMTSP and have therefore undergone a prior Environmental Justice evaluation.

SKATS will continue to improve its strategies for addressing Environmental Justice and continue to improve public involvement participation of minority and low-income populations in transportation decision making.

Appendix A – Statutes, Authorities, and Citations

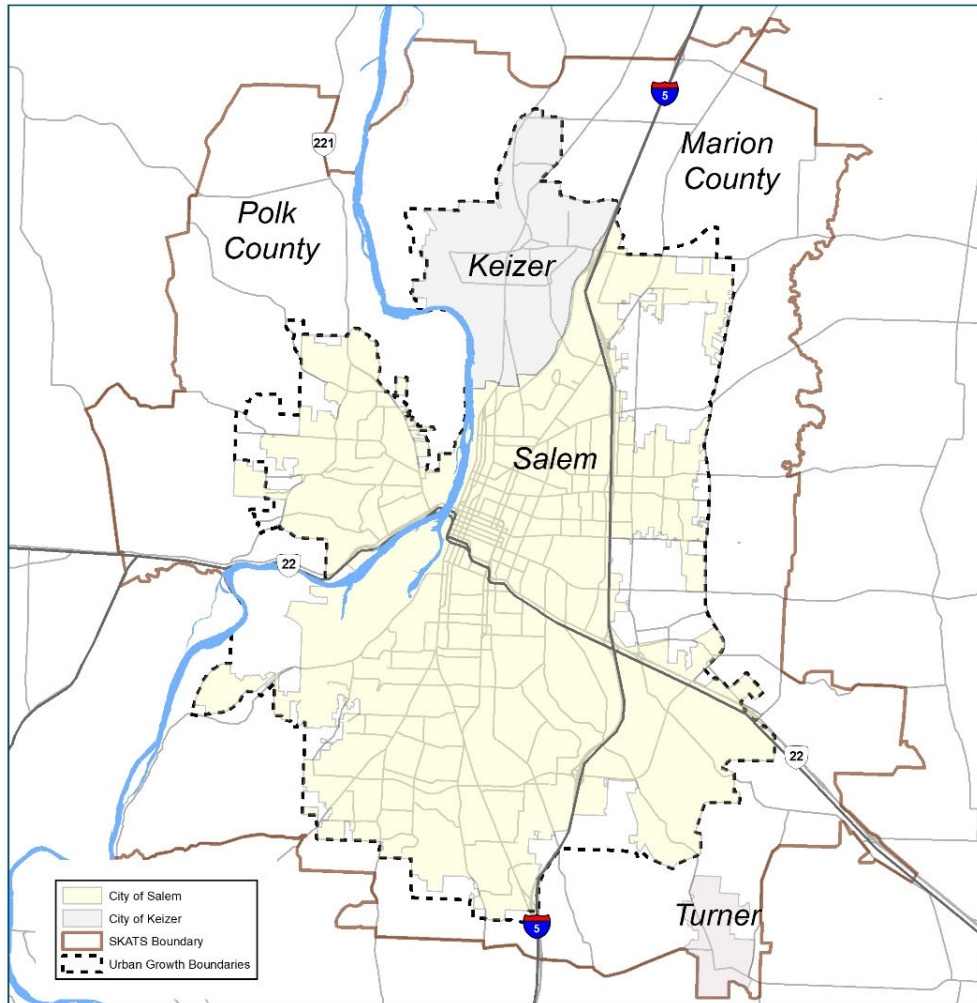
- ***Title VI of the Civil Rights Act*** provides that no person in the United States shall, on the grounds of race, color, or national origin be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity receiving federal financial assistance (refer to 23 Code of Federal Regulations (CFR) 200.9 and 49 CFR Part 21). Since the Civil Rights Act was passed, other nondiscrimination authorities have expanded the scope and range of Title VI, including the following:
- ***The Federal Aid Highway Act of 1973 (23 USC 324)*** prohibits discrimination based upon sex (gender).
- ***Section 504 of the Rehabilitation Act of 1973 (29 USC 794) and Title II of the American with Disabilities Act (42 USC 12101 et seq. and 49 CFR Parts 27, 37, 38)*** extended the protections under Title VI of the Civil Rights Act of 1964 to prohibit discrimination based on disability.
- ***The Age Discrimination Act of 1975*** prohibits discrimination based on age (42 USC 6101).
- ***The Civil Rights Restoration Act of 1987*** broadened the scope of Title VI coverage by expanding the definition of the terms “programs or activities” to include all programs or activities of Federal Aid recipients, sub recipients, and contractors, whether such programs and activities are federally assisted or not (***refer to Public Law 100259 [S. 557] March 22, 1988***).
- ***Executive Order 12250 (28 CFR Part 41)*** requires consistent and effective implementation of various laws prohibiting discriminatory practices in programs receiving Federal financial assistance, including Title VI of the Civil Rights Act of 1964 (***42 United States Code (USC) 2000d et seq.***).
- ***The Americans with Disabilities Act of 1990*** prohibits, discrimination based on disability.
- ***Executive Order 12898 (28 CFR 50)*** directs federal agencies to evaluate impacts on low-income and minority populations and ensure that there are not disproportionate adverse environmental, social, and economic impacts on minority and low-income populations. This order also directs federal agencies to provide enhanced public participation where programs may affect such populations.
- ***In 1998, the FHWA issued Order 6640.23*** which contained policies and procedures for the FHWA to use in complying with Executive Order 12898, and updated order (FHWA Order 6640.23A) in **2012**.
- ***On October 7, 1999, FHWA and FTA*** issued a memorandum to their respective field administrative offices clarifying Title VI requirements in metropolitan and statewide planning. The memorandum provides division FHWA and FTA staff a list of proposed review questions to assess Title VI capability and provides guidance in assessing Title VI capability. Failure to be in compliance can lead to a corrective action being issued by FTA and/or FHWA, and failure to address the corrective action can affect continued Federal funding.

- ***Executive Order 13166*** is designed to improve access to federally conducted and federally assisted programs and activities for persons who, as a result of national origin, are limited in their English proficiency (LEP). The Executive Order requires Federal agencies to examine the services they provide, identify any need for services to those with limited English proficiency (LEP), and develop and implement a system to provide those services so LEP persons can have meaningful access to them. To assist Federal agencies in carrying out these responsibilities, the U.S. Department of Justice has issued a Policy Guidance Document, “Enforcement of Title VI of the Civil Rights Act of 1964 – National Origin Discrimination Against Persons With Limited English Proficiency” (LEP Guidance). This LEP Guidance sets forth the compliance standards that recipients of Federal financial assistance must follow to ensure that their programs and activities normally provided in English are accessible to LEP persons and thus do not discriminate on the basis of national origin in violation of Title VI’s prohibition against national origin discrimination. The U.S. Department of Transportation has issued Policy Guidance Concerning Recipients’ Responsibilities to Limited English Proficient (LEP) Persons (***DOT LEP Guidance, Federal Register, vol. 70, no. 239, pp. 74087–74100, December 14, 2005***).
- ***23 CFR 200 and 49 CFR 21*** are administrative regulations from Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) that specify requirements for state DOTs to implement Title VI policies and procedures at the state and local levels.
- ***The U.S. Department of Transportation Planning Assistance and Standards*** require metropolitan planning organizations (MPOs) to seek out and consider “the needs of those traditionally underserved by existing transportation systems, such as low-income and minority households, who may face challenges accessing employment and other services” (***refer to 23 CFR 450.316***).
- ***The US Department of Transportation (USDOT) issued an Order on Environmental Justice (DOT Order 5610.2)*** which describes the process that the Office of the Secretary and each Operating Administration will use to incorporate Environmental Justice principles (as embodied in the Executive Order) into existing programs, policies, and activities. As the USDOT’s response to Executive Order 12898, it generally describes the process for incorporating Environmental Justice principles into DOT programs, policies, and activities. The objective of the Order is to ensure that the interests and well-being of minority populations and low-income populations are considered and addressed during transportation decision making, and to achieve this by working within the existing statutory and regulatory requirements. Like Executive Order 12898, the DOT Order does not create a new set of requirements for state and local agencies but is intended to reinforce considerations already embodied in existing law, such as NEPA and Title VI. The Order states that DOT will not carry out any programs, policies, or activities that will have a disproportionately high and adverse effect on minority populations or low-income populations unless “further mitigation measures or alternatives that would avoid or reduce the disproportionately high and adverse effect are not practicable.” Updated (DOT Order 5610.2(a) in 2012 **and May 16, 2021**).
- ~~In addition,~~†The FTA has issued a ***Circular in 2007 (FTA 4702.1A)*** which contains requirements and guidelines for MPOs, updated (FTA 4703.1) in 2012.
- ~~The US DOT Title VI Order 1000 12.C~~ **was issued in June 2021, the Order provides policy direction, practices, and standards to Operating Administrations (OAs) for establishing**

and maintaining an enforcement program that ensures Title VI compliance. Additionally, the Order delineates the roles and responsibilities of OAs with respect to overseeing and implementing Title VI, as well as the roles and responsibilities of the Departmental Office of Civil Rights (DOCR) and the Office of the General Counsel (OGC).

- **Executive Order 14096, Revitalizing Our Nation’s Commitment to Environmental Justice for All**, seeks to deepen the Biden administration’s “whole-of-government” approach to environmental justice (EJ) by fully integrating the consideration of unserved and overburdened communities and populations into all aspects of federal agency planning and delivery of services. The Executive Order (EO), which was released on **April 21, 2023**, builds on prior EJ initiatives strengthening the role of scientific, data-based research and analysis, along with the integration of EJ considerations within administrative functions. Each agency shall now make achieving EJ part of its mission.

Appendix B – SKATS Boundary Map



Appendix C – SKATS Committees & Staff Composition

2023-24 SKATS Policy Committee:

SKATS Policy Committee

Cathy Clark, Chair, Mayor of Keizer

~~Paul Kylo~~ Maria Hinojos-Pressey, Vice Chair, Salem-Keizer 24J School District Board

~~Sam Brentano~~ Kevin Cameron, Marion County Board of Commissioner

~~Jim Lewis~~ Trevor Phillips, Salem City Council

Sadie Carney, SAMTD Board of Directors

Lyle Mordhorst, Polk County Board of Commissioners

~~Gary Tiffin~~ Steve Horning, Mayor of Turner

~~Lisa Nell~~ Anna Henson, ODOT Region 2

2023-24 SKATS Technical Advisory Committee:

SKATS Technical Advisory Committee

~~Nate Brown, Chair~~ Shane Witham, Keizer Community Development

Austin McGuigan, Vice Chair, Polk County Planning

Lisa Anderson-Ogilvie, Salem Community Development

~~Steve Diekey~~ Chris French, Salem Area Mass Transit District

~~Dan Fricke~~ Brandon Williams, ODOT Region 2

Victor Lippert, Salem-Keizer 24J School District

~~Robert Mansolillo~~ Melissa Ahrens, Oregon Department of Land Conservation and Development, DLCD

~~Brandon Reich~~ Austin Barnes, Marion County Planning

~~David Sawyer~~ Scott McClure, Turner City Manager

Janelle Shanahan, Marion County Public Works

~~Rachael Tupica~~ Jasmine Harris, Federal Highway Administration, FHWA

Julie Warncke, Salem Public Works

Bill Lawyer, Keizer Public Works

Todd Whitaker, Polk County Public Works

~~Cery Ann Wind~~ Rachel Sakata, Oregon Department of Environmental Quality, DEQ

~~Sam Ayash~~, ODOT ~~System Studies~~ Trans. Planning Analysis Unit, as needed

Demographic Profile of SKATS MPO Staff – 202319

The following is a staffing composition listing by position, race, and gender.

Job Title	Race	Sex Gender
Program Director	Caucasian	Male
Senior Planner	Caucasian	Female
Senior Planner	Caucasian	Male
Senior Associate Planner	Caucasian	M Female
Associate Planner	Caucasian	Female
GIS Analyst	Caucasian	Female
GIS Analyst	Latino	Male
Administrative Assistant	Caucasian	Female
Safe Routes to School Coordinator	Caucasian	Female

Appendix D

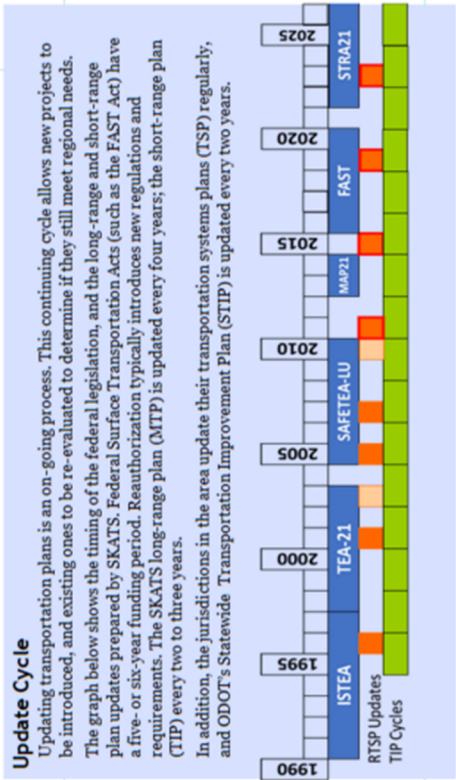
A copy of the SKATS Public Participation Plan can be accessed via the following link:

<https://www.mwvcog.org/transportation/page/public-participation>

<http://www.mwvcog.org/programs/transportation-planning/skats/public-participation/>

Please contact SKATS staff at the MWVCOG offices (at 503-588-6177) to request a paper copy.

Appendix E -Public Outreach Materials



to
How we plan for transportation
in the Salem-Keizer area and
how you can be involved.

Process

Many of the transportation projects that are funded are done so to meet a need, whether that is a safety issue, facilities to provide access to a new development, or ensuring that the region's roads are suitable for all modes. The majority of projects need approval before they are constructed, whether from a city or county, or ODOT.

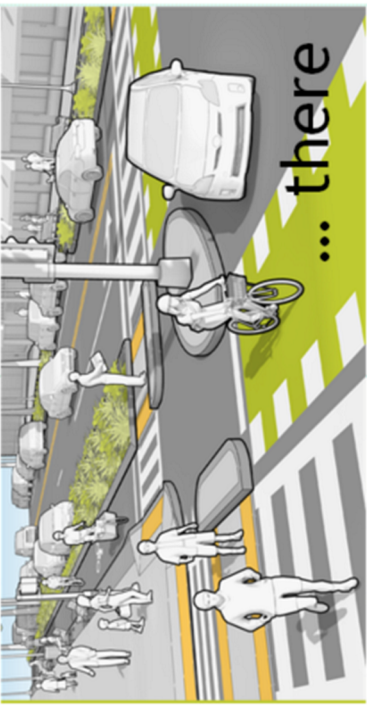
Projects in the Salem-Keizer area that use Federal transportation funds need the approval of the SKATS Policy Committee before they may proceed. The projects must be consistent with the long-range plan (RTSP) and be included in the short-range plan (TIP).

Non-Discrimination

Title VI of the Civil Rights Act of 1964 requires that no person in the United States of America shall, on the ground of race, color, sex, or national origin, be excluded from the participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which SKATS, or any jurisdiction that receives federal financial assistance.

Environmental Justice

Environmental justice means identifying and addressing disproportionately high and adverse effects of projects and programs on minority and low-income populations to achieve an equitable distribution of benefits and burdens.



Please contact us if you would like to be kept informed about the transportation plan update, future open houses, and other upcoming events.

Phone: 503-588-6177 **Email:** skats@mwvco.org

Planning occurs at several levels

Our transportation system is an important part of daily life for everyone, whether our primary concern is traffic congestion, reliable bus service, access to bike lanes, or efficient freight movement. How can we make sure our roads and transit systems are safe, efficient and reliable? Read on!

- Cities, counties, and states develop plans and programs that address these transportation issues. The responsibility for transportation facilities usually falls to the jurisdiction (city, county, or state) that manages the street.
- For example, if you were concerned about potholes or speeding on your street, you would contact your city or county public works department.
- The Salem Area Mass Transit District (aka "Cherriots") is responsible for the operation and planning of our local bus system.
- The Oregon Department of Transportation (ODOT) is responsible for highways such as Interstate 5 and Highway 22 (including the Marion and Center Street bridges).

Still, because state facilities connect with local arterials, and bus service operates on city and county streets, there is a need for cooperative planning across jurisdictions and agencies.



How can you help?

If you want to propose a new project, your local public works department is the best place to start. If you want to help plan for transportation, have a say in how your transportation dollars are spent, or simply want information, all of these jurisdictions have websites featuring local transportation planning processes and contact information.

In addition, check the websites or watch your local paper for information on open houses, workshops, and public hearings. Depending on the project, jurisdictions might mail information to residents and interview stakeholders. Many of the jurisdictions have staff available for speaker presentations to groups and organizations.

Seeking the participation and ideas of all segments of the public is an important part of the transportation planning process.

Websites for the local transportation planning agencies:

SKATS	www.mwact.org/programs/transportation-planning/skats
City of Keizer	www.keizer.org/public-works
City of Salem Public Works	www.cityofsalem.net
City of Turner	www.turneroregon.gov/
SAMTD/Cherriots	www.cherriots.org
ODOT Region 2	www.oregon.gov/ODOT/Regions/Pages/Region-2-Northwest
Marion County	www.co.marion.or.us/pw
Polk County	www.co.polk.or.us/pw

Each jurisdiction and agency prepares its own long-range transportation plan and short-term funding/construction program

Local

City of Salem
City of Keizer
City of Turner

Marion County
Polk County
Salem Area Mass Transit District (SAMTD)

The cities of Salem, Keizer, and Turner, and Marion and Polk counties each have a transportation systems plan (TSP), which is part of their comprehensive land use plan. Cities and counties update these plans periodically to reflect changes in transportation needs.

Cities and counties list their funded transportation projects in their capital improvement programs.

Regional

Salem-Keizer Area Transportation Study (SKATS)

The Salem-Keizer Area Transportation Study (SKATS) brings together elected representatives from Salem, Keizer and Turner; Marion and Polk counties; SAMTD and ODOT. Projects from the local and statewide plans are incorporated into the SKATS Metropolitan Transportation Plan (MTP). This long-range plan contains recommended projects (road and transit improvements, bicycle facilities, etc.) to accommodate anticipated growth over the next 20 years. The plan is updated every four years. The SKATS Transportation Improvement Program (TIP) identifies which high-priority projects from the plan will be funded or built for an upcoming four-year period. Projects are paid for with a combination of federal, state, and local funds.

The Mid-Willamette Area Commission on Transportation (MWACT) is a forum to discuss and set regional transportation priorities on the state highway system within Marion, Polk, and Yamhill counties. Priority projects are submitted to the Oregon Transportation Commission, where they compete for limited state highway modernization funds.

Statewide

Oregon Department of Transportation (ODOT)

The Oregon Department of Transportation (ODOT) develops a long-range statewide transportation plan, a statewide highway plan, and a four-year funding plan State Transportation Improvement Plan (STIP).

ODOT and local jurisdictions collaborate on corridor or facility plans.

Appendix F

The *Transportation Disadvantaged Populations in the SKATS Region (2017~~22~~)* is available here:

<https://www.mwvcog.org/transportation/page/transportation-disadvantaged-reports>

http://www.mwvcog.org/programs/transportation_planning/skats/reports_and_data/

Please contact SKATS staff at the MWVCOG offices (at 503-588-6177) to request a paper copy.

Appendix G - Nondiscrimination Notice to the Public

The following notice will be included on all copies of SKATS adopted documents, including but not limited to the Regional Transportation System Plan, Transportation Improvement Program, Public Participation Plan, and Unified Planning Work Program.

NONDISCRIMINATION NOTICE TO THE PUBLIC

The Salem-Keizer Area Transportation Study (SKATS) hereby gives public notice that it is the policy of the SKATS Policy Committee to assure full compliance with Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, Executive Order 12898 on Environmental Justice and related statutes and regulations in all programs and activities. Title VI requires that no person in the United States of America shall, on the grounds of race, color, sex, or national origin, be excluded from the participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity of SKATS. Any person who believes they have been aggrieved by an unlawful discriminatory practice under Title VI has a right to file a formal complaint with SKATS. Any such complaint must be in writing and filed with the SKATS' Title VI Coordinator within one hundred eighty (180) days following the date of the alleged discriminatory occurrence. For more information, or to obtain a Title VI Discrimination Complaint Form, see the web site at www.mwvcog.org or call 503-588-6177.

When space on document (such as a brochure describing the MPO) does not permit the above notice, the following notice may be used:

NONDISCRIMINATION NOTICE TO THE PUBLIC

SKATS is committed to fully comply with Title VI of the Civil Rights Act of 1964 and related statutes and regulations in all its programs and activities. For more information, or to obtain a Title VI Complaint Form, see our Web site at: www.mwvcog.org or call 503-588-6177.

Appendix H – Nondiscrimination Complaint Procedures

Mid-Willamette Valley Council of Governments (MWVCOG) Acting in its Capacity as the Salem-Keizer Area Transportation Study (SKATS) Metropolitan Planning Organization (MPO)

Notice of Nondiscrimination

MWVCOG hereby gives public notice that it is the policy of the MWVCOG to assure full compliance with Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, Executive Order 12898 on Environmental Justice, and related statutes and regulations in all programs and activities.

Title VI requires that no person in the United States of America shall, on the grounds of race, color, sex, or national origin, be excluded from the participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity of MWVCOG and SKATS.

Any person who believes they have been aggrieved by an unlawful discriminatory practice under Title VI has a right to file a formal complaint with MWVCOG. Any such complaint must be in writing and filed with the MWVCOG's Title VI Coordinator within one hundred eighty (180) days following the date of the alleged discriminatory occurrence.

The Title VI Discrimination Complaint Form is provided as Appendix I of this Title VI plan. For more information, or to obtain additional Title VI Discrimination Complaint Forms, see the web site at www.mwvcog.org or call 503-588-6177.

Nondiscrimination Complaint Procedures

These procedures apply to all complaints filed under Title VI of the Civil Rights Act of 1964, relating to any program or activity administered by MWVCOG or its sub recipients, consultants, and/or contractors. Intimidation or retaliation of any kind is prohibited by law.

These procedures do not deny the right of the complainant to file formal complaints with other state or federal agencies or to seek private counsel for complaints alleging discrimination. These procedures are part of an administrative process that does not provide for remedies that include punitive damages or compensatory remuneration for the complainant.

Every effort will be made to obtain early resolution of complaints at the lowest level possible. The option of informal mediation meeting(s) between the affected parties and the Title VI Coordinator may be utilized for resolution at any stage of the process. The Title VI Coordinator will make every effort to pursue a resolution to the complaint. Initial interviews with the complainant and the respondent will request information regarding specifically requested relief and settlement opportunities.

Detailed Procedures for Filing and Investigating Discrimination Complaints

1. Any individual, group of individuals, or entity that believes they have been subjected to discrimination prohibited by Title VI nondiscrimination provisions may file a written complaint with MWVCOG Title VI Coordinator. A formal complaint must be filed within 180 calendar days of the alleged occurrence or when the alleged discrimination became known to the complainant. The complaint must meet the following requirements.
 - a. Complaint shall be in writing and signed by the complainant(s).
 - b. Include the date of the alleged act of discrimination (date when the complainant(s) became aware of the alleged discrimination; or the date on which that conduct was discontinued or the latest instance of the conduct).
 - c. Present a detailed description of the issues including names and job titles of those individuals perceived as parties in the complained-of incident.
 - d. Allegations received by fax or e-mail will be acknowledged and processed, once the identity(ies) of the complainant(s) and the intent to proceed with the complaint have been established. The complainant is required to mail a signed, original copy of the fax or e-mail transmittal for MWVCOG to be able to process it.
 - e. Allegations received by telephone will be reduced to writing and provided to complainant for confirmation or revision before processing. A complaint form will be forwarded to the complainant for him/her to complete, sign, and return to MWVCOG for processing.
2. Upon receipt of the complaint, the Title VI Coordinator will determine its jurisdiction, acceptability, and need for additional information, as well as investigate the merit of the complaint. In cases where the complaint is against one of MWVCOG's or SKATS' sub recipients of federal funds, MWVCOG will assume initial jurisdiction for receiving the complaint and will coordinate with Oregon Department of Transportation's ("ODOT") Office of Civil Rights to determine which agency will investigate and adjudicate the case. Complaints against MWVCOG will be referred to the ODOT's Office of Civil Rights for proper disposition pursuant to their procedures. In special cases warranting intervention to ensure equity, these agencies may assume jurisdiction and either complete or obtain services to review or investigate matters.
3. In order to be accepted, a complaint must meet the following criteria:
 - a. The complaint must be filed within 180 calendar days of the alleged occurrence or when the alleged discrimination became known to the complainant.
 - b. The allegation(s) must involve a covered basis such as race, disability, color, national origin, limited English proficiency, income status, or sexgender.
 - c. The allegation(s) must involve a program or activity of a Federal-aid recipient, sub recipient, or contractor.
 - d. The complainant(s) must accept reasonable resolution based on MWVCOG's administrative authority (reasonability to be determined by MWVCOG).

4. A complaint may be dismissed for the following reasons:
 - a. The complainant requests the withdrawal of the complaint.
 - b. The complainant fails to respond to repeated requests for addition information needed to process the complaint.
 - c. The complainant cannot be located after reasonable attempts.
5. Once MWVCOG or ODOT decides which agency will accept the complaint for investigation, the complainant and the respondent will be notified in writing of such determination within five calendar days. The complaint will receive a case number and will then be logged into MWVCOG or ODOT records identifying its basis and alleged harm, and the race, religion, color, national origin, and sexgender of the complainant.
6. Once MWVCOG or ODOT assumes the investigation of the complaint, MWVCOG or ODOT will provide the respondent with the opportunity to respond to the allegations in writing. The respondent will have 10 calendar days from the date of MWVCOG or ODOT written notification of acceptance of the complaint to furnish his/her response to the allegations.
7. In cases where MWVCOG assumes the investigation of the complaint, within 40 calendar days of the acceptance of the complaint, MWVCOG's Investigator will prepare an investigative report for review by the MWVCOG's Executive Director, who may choose to have the report also reviewed by MWVCOG'S Attorney. (MWVCOG investigator can be one of MWVCOG/SKATS Title VI designees, an outside inspector, or MWVCOG/SKATS Title VI Coordinator.) The report shall include a narrative description of the incident, identification of persons interviewed, findings, and recommendations for disposition.
8. In cases where MWVCOG assumes the investigation of the complaint, the investigative report and its findings will be sent to the MWVCOG Executive Director and/or Attorney for review. The MWVCOG Executive Director and/or Attorney will review the report and associated documentation and will provide input to the Investigator within 10 calendar days.
9. In cases where MWVCOG assumes the investigation of the complaint, any comments or recommendations from the MWVCOG Executive Director and/or Attorney will be reviewed by MWVCOG's Investigator. The Investigator will discuss the report and recommendations with the MPO Director or MWVCOG Executive Director within 10 calendar days. The report will be modified, as needed, and made final for its release.
10. MWVCOG or ODOT's final investigative report and a copy of the complaint will be forwarded to the FHWA within 60 calendar days of the acceptance of the complaint.
11. MWVCOG or ODOT will notify the parties of its final decision.

12. If complainant is not satisfied with the results of the investigation of the alleged discrimination and practices the complainant will be advised of the right to appeal to the U.S. Department of Transportation (“USDOT”). The complainant has 180 days after MWVCOG’s final resolution to appeal to USDOT. Unless facts not previously considered come to light, reconsideration of appeal to MWVCOG will not be available.

Appendix I
SKATS Title VI Complaint Form

This form may be used to file a complaint with the Salem-Keizer Area Transportation Study (SKATS) based on purported violations of Title VI of the Civil Rights Act of 1964. You are not required to use this form. A letter that provides the same information is sufficient to file your complaint.

If you need assistance completing this form due to a physical impairment, please contact us by phone (503) 588-6177 or by e-mail at mwvcog@mwvcog.org.

Only the complainant or the complainants designated representative should complete this form.

Name: _____

Street Address: _____

City: _____ State: _____ Zip Code: _____

Telephone: _____
(Home Phone) (Work Phone) (FAX)

Individual(s) discriminated against, if different from above (*use additional pages, if necessary*):

Name: _____

Street Address: _____

City: _____ State: _____ Zip Code: _____

Telephone: _____
(Home Phone) (Work Phone) (FAX)

Please explain your relationship to the individual(s) indicated above:

Name of Individual that discriminated (if known):

Date(s) of Alleged Discrimination: _____

Last or Most Recent Date of Discrimination: _____

Waiver Request:

Generally, complaints of discrimination must be filed within 180 days of the alleged discrimination. If the most recent date of discrimination listed was more than 180 days ago, you may request a waiver of the filing requirement. If you wish to request a waiver, please explain why you waited until now to file your complaint:

Type of Complaint:

☐☐

Race/Color _____ Income _____

☐ National Origin/Language _____ ☐ Age _____

☐ Sex _____ ☐ Disability _____

Nature of the Complaint (use additional sheets, if necessary): _____

Signature: _____ Date: _____

Please provide the name(s) of any witnesses to the alleged discrimination. (*Attach additional sheets, if necessary.*)

Name: _____

Street Address: _____

City: _____ State: _____ Zip Code: _____

Telephone: _____
(Home Phone) (Work Phone) (FAX)

Note: *The laws enforced by this department prohibit retaliation or intimidation against anyone because that individual has either taken action or participated in action to secure rights protected by these laws. If you experience retaliation or intimidation separate from the discrimination alleged in this complaint or if you have questions regarding the completion of this form, please contact:*

*Mike Jaffe, MPO Program Director/Title VI Coordinator
Mid-Willamette Valley Council of Governments
100 High St. SE, Suite 200
Salem, OR 97301-3667*

Please return this form to:
ATTENTION Title VI Coordinator
MWVCOG/SKATS
100 High St. SE, Suite 200
Salem, OR 97301-3667
mwvcog@mwvcog.org
FAX: 503-588-6094

Date Complaint Received: _____

SKATS Título VI Formulario de Queja

Este formulario puede ser utilizado para presentar una queja ante el Área de Estudio de Transporte de Salem-Keizer (SKATS) basado en supuestas violaciones del Título VI del Acta de Derechos Civiles de 1964. Usted no está obligado a usar esta forma. Una carta que presente la misma información será suficiente para presentar su queja.

Si necesita ayuda para completar este formulario debido a un impedimento físico, por favor póngase en contacto con nosotros al teléfono (503) 588-6177 o por correo electrónico a mwvcog@mwvcog.org.

Sólo el denunciante o el representante legal del denunciante debe completar este formulario.

Nombre: _____

Dirección: _____

Ciudad: _____ Estado: _____ Código Postal: _____

Teléfono: _____
(Casa) (Trabajo) (FAX)

Persona (s) que sufrió discriminación, si la persona es diferente a la indicada anteriormente (use páginas adicionales si es necesario):

Nombre: _____

Dirección: _____

Ciudad: _____ Estado: _____ Código Postal: _____

Teléfono: _____
(Casa) (Trabajo) (FAX)

Por favor, explicar su relación con la persona (s) indicada anteriormente:

Nombre de la persona que lo discrimino (si se conoce):

Fecha (s) de la presunta discriminación :

Última fecha o fecha más reciente en que ocurrió la discriminación:

Solicitud de extensión :

Por lo general, las quejas de discriminación deben ser presentadas dentro de los 180 días de la supuesta discriminación. Si la fecha más reciente en la que ocurrió la presunta discriminación fue hace más de 180 días, usted puede solicitar una exención del requisito de presentación de denuncia dentro del límite requerido. Si desea solicitar una exención al tiempo de petición , por favor explique por qué esperó hasta ahora para presentar su queja:

Tipo de queja:

<input type="checkbox"/> Raza/Color _____	<input type="checkbox"/> <u>Ingresos</u> _____
<input type="checkbox"/> Origen / Nacionalidad _____	<input type="checkbox"/> Edad _____

☐ Sexo _____ ☐ Discapacidad _____

Motivo de la queja (use paginas adicionales si necesario): _____

Firma: _____ Fecha: _____

Por favor, indique el nombre (s) de los testigos de la supuesta discriminación. (Adjunte hojas adicionales, si es necesario.)

Nombre: _____

Dirección: _____

Ciudad: _____ Estado: _____ Código Postal: _____

Teléfono: _____

(Casa)

(Trabajo)

(FAX)

Nota: Las leyes vigente en este departamento prohíben actos de represalia o intimidación en contra de nadie, porque esa persona o su representante ha actuado o participado en acciones para garantizar los derechos protegidos por estas leyes. Si usted sufre represalia o intimidación separada de la discriminación alegada en la queja o si tiene preguntas sobre el llenado de este formulario, por favor póngase en contacto con:

***Mike Jaffe, MPO Program Manager/Title VI
Coordinator Mid-Willamette Valley Council of
Governments
100 High St. SE, Suite 200
Salem, OR 97301***

Por favor enviar esta nota a:

ATENCION Title VI Coordinator
MWVCOG/SKATS

100 High St. SE, Suite 200

Salem, OR 97301

FAX: 503-588-6094

Fecha en que la queja fue recibida:

Appendix J – SKATS Title VI Assurances

The Mid-Willamette Valley Council of Governments, acting in its capacity as the Salem-Keizer Area Transportation Study (SKATS) Metropolitan Planning Organization (hereinafter referred to as the “Recipient”) HEREBY AGREES THAT as a condition of receiving any federal financial assistance from the U.S. Department of Transportation, it will comply with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 USC 2000d-42 USC 2000d-4 (hereinafter referred to as the “Act”), and all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary Part 21, Nondiscrimination in Federally Assisted Programs of the Department of Transportation-Effectuation of Title VI of the Civil Rights act of 1964 (hereinafter referred to as the “Regulations”), and other pertinent directives, to the end that in accordance with the Act, Regulations, and other pertinent directives, no person in the United States shall, on the grounds of race, color, sex, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the Recipient receives federal financial assistance from the Department of Transportation, including the Federal Highway Administration, and HEREBY GIVES ASSURANCE THAT it is required by Subsection 21.7(a)(1) of the Regulations.

More specifically and without limiting the above general assurance, the Recipient hereby gives the following specific assurances to its Federal Aid Highway Program.

1. That the Recipient agrees that each "program" and each "facility" as defined in subsections 21.23(e) and 21.23(b) of the Regulations, will be (with regard to a "program") conducted, or will be (with regard to a "facility") operated in compliance with all requirements imposed by, or pursuant to, the Regulations.
2. That the Recipient shall insert the following notification in all solicitations for bids for work or material subject to the Regulations and made in connection with the Federal Aid Highway Program and, in adapted form in all proposals for negotiated agreements:

“The Salem-Keizer Area Transportation Study, in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively insure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.”

3. That the Recipient shall insert the clauses of Part A of this assurance in every contract subject to this Act and the Regulations.

4. The Recipient shall provide for such methods of administration for the program as are found by the Secretary of Transportation or the official to whom he/she delegates specific authority to give reasonable guarantee that it, other recipients, sub grantees, contractors, subcontractors, transferees, successors in interest, and other participants of Federal financial assistance under such program will comply with all requirements imposed or pursuant to the Act, the Regulations and this assurance.
5. The Recipient agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the Act, the Regulations and this assurance.

THIS ASSURANCE is given in consideration of and for the purpose of obtaining any and all Federal grants, loans, contracts, property, discounts or other Federal financial assistance extended after the date hereof to the Recipient by the Department of Transportation under the Federal Aid Highway Program and is binding on it, other recipients, subgrantees, contractors, subcontractors, transferees, successors in interest, and other participants in the Federal Aid Highway Program. The person or persons whose signatures appear below are authorized to sign this Assurance on behalf of the Recipient.

MPO Program Director

Date

Part A, TITLE VI ASSURANCE to FHWA

During the performance of this contract, the contractor, for itself, its assignees and successors in interest (hereinafter referred to as the "contractor") agrees as follows:

- (1) **Compliance with Regulations:** The contractor shall comply with the Regulations relative to nondiscrimination in federally assisted programs of the Department of Transportation (hereinafter, "USDOT") Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time, (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this contract.
- (2) **Nondiscrimination:** The contractor, with regard to the work performed by it during the contract, shall not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor shall not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix B of the Regulations.
- (3) **Solicitations for Subcontracts, Including Procurements of Materials and Equipment:** In all solicitations either by competitive bidding or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials or leases of

equipment, each potential subcontractor or supplier shall be notified by the contractor of the contractor's obligations under this contract and the Regulations relative to nondiscrimination on the grounds of race, color, or national origin.

- (4) **Information and Reports:** The contractor shall provide all information and reports required by the Regulations or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Mid-Willamette Valley Council of Governments or the Federal Highway Administration to be pertinent to ascertain compliance with such Regulations, orders and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish this information the contractor shall so certify to the Mid-Willamette Valley Council of Governments, or the Federal Highway Administration as appropriate, and shall set forth what efforts it has made to obtain the information.
- (5) **Sanctions for Noncompliance:** In the event of the contractor's noncompliance with nondiscrimination provisions of this contract, the Recipient shall impose contract sanctions as it or the Federal Highway Administration may determine to be appropriate, including, but not limited to:
 - (a) withholding of payments to the contractor under the contract until the contractor complies; and/or
 - (b) cancellation, termination, or suspension of the contract, in whole or in part.
- (6) **Incorporation of Provisions:** The contractor shall include the provisions of paragraphs (1) through (6) in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto. The contractor shall take such action with respect to any subcontract or procurement as the Mid-Willamette Valley Council of Governments or the Federal Highway Administration may direct as a means of enforcing such provisions including sanctions for noncompliance: Provided, however, that in the event a contractor becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the contractor may request the Mid-Willamette Valley Council of Governments to enter into such litigation to protect the interests of the State, and, in addition, the contractor may request the United States to enter into such litigation to protect the interests of the United States.

Appendix K – Acronym List

ACS – American Community Service

ADA – Americans with Disabilities Act

CFR – Code of Federal Regulations

EJ – Environmental Justice

FAST - *Fixing America's Surface Transportation*. Five-year federal surface transportation legislation from 2015-2020. Successor to MAP-21

FHWA - Federal Highway Administration

FTA – Federal Transit Administration

IIJA -- [*Infrastructure Investment and Jobs Act, 2022-2026 surface transportation authorization act*](#)

LEP – Limited English Proficiency

MPO – Metropolitan Planning Organization

MTP – Metropolitan Transportation Plan

MWVCOG – Mid-Willamette Valley Council of Governments

ODOT – Oregon Department of Transportation

OEO – Office of Equal Opportunity

PC – Policy Committee

PPP – Public Participation Plan

TIP – Transportation Improvement Program

TMA – Transportation Management Area

SAMTD - Salem Area Mass Transit District

SKATS – Salem-Keizer Area Transportation Study

TAC – Technical Advisory Committee

UPWP – Unified Planning Work Program

USDOT – United States Department of Transportation

Appendix L – Comparison Chart of Title VI and Environmental Justice

US Environmental Protection Agency, Office of Environmental Justice
April 3, 2014

Title VI and Executive Order 12898 Comparison

<u>Aspects of the Authorities</u>	<u>Title VI of the Civil Rights Act of 1964</u>	<u>Executive Order 12898</u>
What is the authority?	Title VI is a federal statute enacted as part of the Civil Rights Act of 1964.	E.O. 12898 is a Presidential executive order signed in 1994. It is not a statute or law.
What does it say?	<p>Title VI prohibits discrimination on the basis of <u>race, color, and national origin</u> in programs and activities receiving federal financial assistance.</p> <p>Title VI itself prohibits intentional discrimination, and most funding agencies have regulations implementing Title VI that prohibit recipient practices that have the effect of discriminating on the basis of race, color, or national origin.</p>	E.O. 12898 directs all Federal agencies to “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.”
What is the purpose?	Title VI was designed to ensure that federal funds are not being used for discriminatory purposes.	E.O. 12898 was issued to focus federal attention on the environmental and human health conditions in minority and low-income communities; to promote nondiscrimination in federal programs substantially affecting human health and the environment; and to provide minority and low-income communities’ access to public information on, and an opportunity for public participation in, matters relating to human health or the environment.
Who is covered?	Title VI applies to recipients of federal financial assistance.	E.O. 12898 applies to designated Federal agencies. (E.O. 12898 Section 6-604, see also 2011 Memorandum of Agreement on Environmental Justice)

<u>Aspects of the Authorities</u>	<u>Title VI of the Civil Rights Act of 1964</u>	<u>Executive Order 12898</u>
What is required?	<p>Title VI requires federal agencies to monitor their recipients and ensure their compliance with Title VI.</p> <p>Title VI requires recipients of federal financial assistance to not discriminate on the basis of race, color, or national origin.</p>	E.O. 12898 requires Federal agencies to create environmental justice strategies. Pursuant to the 2011 Memorandum of Agreement on Environmental Justice entered into by 17 Federal agencies, those agencies agreed to issue an annual implementation progress report on environmental justice.
How is it enforced?	<p>Individuals alleging <u>intentional</u> discrimination may file suit in federal court or a complaint with the federal agency providing funds for the program or activity at issue.</p> <p>If a program or activity has a <u>discriminatory effect</u>, individuals may file an administrative complaint with the federal funding agency. An individual <u>cannot</u> file a suit in federal court to address discriminatory impacts of a recipient's activities.</p> <p>Additionally, federal agencies have the authority to conduct compliance reviews of recipients to ensure their activities do not violate Title VI.</p>	<p>E.O. 12898 is not enforceable in the courts and it does not create any rights, benefits, or trust responsibilities enforceable against the United States.</p> <p>While the E.O. 12898 is not enforceable against the United States, it is a Presidential order that requires each Federal agency to "conduct its programs, policies, and activities that substantially affect human health or the environment, in a manner that ensures that such programs, policies, and activities do not have the effect of excluding persons ... from participation in, denying persons ... the benefits of, or subjecting persons ... to discrimination under, such programs, policies, and activities, because of their race, color, or national origin."</p> <p>Therefore, to accomplish the goals of E.O. 12898, a Federal agency may implement policies that affect their funding activity. Agencies may also utilize their authority under various laws such as the Clean Air Act, National Environmental Policy Act, and the Fair Housing Act to achieve the goals of the Executive Order.</p>

How do the Executive Order and Title VI overlap?

The Presidential Memorandum accompanying EO 12898 states, in part:

"I am therefore today directing that all department and agency heads take appropriate and necessary steps to ensure that the following specific directives are implemented immediately: In accordance with Title VI of the Civil Rights Act of 1964, each Federal agency shall ensure that all programs or activities receiving Federal financial assistance that affect human health or the environment do not directly, or through contractual or other arrangements, use criteria, methods, or practices that discriminate on the basis of race, color, or national origin."

Agencies' Title VI enforcement and compliance authority includes the authority to ensure the activities they fund that affect human health and the environment, do not discriminate on the basis of race, color, or national origin. Therefore, agencies can use their Title VI authority, when appropriate, to address environmental justice concerns.

Table 1. A comparison of EJ, the Title VI statute, and the FHWA Title VI Program

Area of Comparison	EJ	Title VI Statute	FHWA Title VI Program
Authorizing source	Executive Order 12898	Civil Rights Act of 1964	Title VI Program and Related Authorities: 23 CFR 200
Goal	Identify and address disproportionately high and adverse human health or environmental effects on minority and low-income populations	Prohibit discrimination on the basis of race, color, or national origin in programs receiving Federal assistance	Ensure that funding recipients comply with Title VI and related civil rights authorities
Protected classes	Minority and low-income populations	Race, color, and national origin	Race, color, national origin, sex, age, disability, low-income, and limited English proficiency
Covered actions	Federal programs, policies, and activities	All activities of recipients of Federal assistance	All activities of recipients of FHWA assistance
FHWA Lead Office	Office of Civil Rights and Office of Planning, Environment, and Realty	Office of Civil Rights	Office of Civil Rights
Entities responsible for implementation	FHWA offices and recipients of Federal assistance	FHWA offices and recipients of Federal assistance	FHWA offices and recipients of FHWA assistance
Provides authority for private parties to initiate a lawsuit	No. However, where an agency opts to examine EJ as part of its NEPA analysis, courts may review the EJ analysis under the Administrative Procedure Act.	Yes. However, there is only a private right of action in a lawsuit for claims of intentional discrimination and not disparate impact discrimination. Only the funding agency issuing the disparate impact regulation has the authority to challenge a recipient's actions under a disparate impact claim.	No

Agenda Item G

SKATS FY 2024 – 2025 Unified Planning Work Program Outline

SKATS Policy Committee

October 24, 2023

Action Requested:

Review and provide feedback on major activities for inclusion in the FY 2024 – 2025 UPWP.

DRAFT

Summary of Activities for the SKATS 2023-2024 Unified Planning Work Program (UPWP)

Timeframe: July 2024 – June 2025

UPWP Schedule

- **October/November** – review outline of planned activities with TAC and Policy Committee
- **December** – staff prepares draft UPWP document.
- **January** – present draft UPWP to Policy Committee for feedback; submit draft to ODOT, FHWA, FTA at end of January, who submit comments to SKATS
- **February (date TBD)** – meeting with FHWA/FTA/ODOT to review draft UPWP and their comments.
- **March** – revised UPWP prepared by SKATS, with comment response log, due to ODOT, etc.
- **April** – request Policy Committee to approve final UPWP.
- **May** – SKATS transmits approved UPWP to ODOT
- **June 2024** – funding agreements signed

UPWP items

- **Upkeep of 2024-2029 SKATS TIP**
 - Expected activities include:
 - Addressing project funding shortfalls due to cost escalations.
 - Processing TIP amendments and adjustments as needed.
 - Working with local jurisdictions to track progress of SKATS-funded projects in the TIP. Project phases needs to meet obligation deadlines, in order for SKATS to meet our 3-year average obligation targets and qualify for redistribution funds from ODOT.
 - Checking that projects in the TIP are helping SKATS meet adopted federal performance measures.
 - e-TIP – the 3 TMAs (SKATS, Metro, Central Land) and ODOT are cooperating on a jointly funded TIP Database System. A soft launch of the platform began in fall 2023. During the year, staff will use the system to manage TIP projects and transition to full utilization for tracking project funding.
- **Preparing for 2027-2032 SKATS TIP:** Expected final adoption is May 2026.
 - Work this period will focus on:
 - Determining funding availability.
 - Requesting pre-applications be submitted by member jurisdictions.
 - TAC review of pre-applications.
 - Requesting full applications be submitted by member jurisdictions.
 - TAC evaluation of full applications.

- ODOT scoping and application adjustments.
 - TAC prioritization of project applications.
- **CMP (Congestion Management Process):**
 - Status: SKATS CMP adopted by PC in September 2022. ODOT reviewed the document and sent the document to FHWA/FTA for their consideration in March 2023. The CMP was developed to respond to FHWA/FTA corrective actions.
 - FHWA/FTA have not yet reviewed the CMP, due to staffing issues.
 - In 2024-25, continue use of RITIS by staff for collecting travel times along CMP corridors and analysis. Produce a yearly report in early 2025 documenting the findings for 2024 and changes over time.
- **SKATS Metropolitan Transportation Safety Action Plan (Metro TSAP)**
 - Adoption is anticipated in Summer 2024.
- **Public Participation Plan and Consultation Process Updates**
 - Review and update the two documents that define how engagement and consultation takes place for the updates of the TIP and MTP.
 - Adoption would be by November 2025.
- **Corridor and Area Plans**
 - OR22W/51 project. ODOT working with David Evan and Assoc (DEA) Environmental work and design alternatives. Keep SKATS PC updated on project design work.
- **Interagency – assistance and coordination with transportation partners**
 - Update the coordinating agreements between ODOT, MPO, Transit Districts.
 - Quarterly OMPOC and MPO/Transit meetings
 - Meetings of the Oregon Modeling Statewide Collaborative.
 - Provide Travel Modeling services and data for studies as requested.
 - Local jurisdiction assistance (as requested) and other state interagency coordination
 - Keizer TSP update
 - Salem TSP update
 - Turner TSP update (TGM grant) – Adoption is scheduled for Fall 2024
- **Modeling and Data Collection**
 - Maintain the regional four-step model and use it for regional and corridor studies as needed.
 - Oregon Travel Survey (OTS) – travel survey of SKATS households. Collaboration between ODOT, Oregon MPOs, and consultant. Data from the survey will be delivered in Fall 2024 after which reports on travel within SKATS will be prepared. The data will also be used for model development.
 - Using ODOT’s contract with travel model consultant teams, coordinate work on an ActivitySim travel model for the SKATS area. This is a multi-year task to build a new model.

- Update SKATS area crash information with latest data from ODOT.
- Traffic counts – update as data is available
- **Other**
 - Keep updated on Federal Performance Measure targets, as needed.
 - Follow the Public Participation Plan, when needed.
 - Monthly Policy Committee and TAC meeting agendas and minutes
 - Other Program Management requirements (budgets, reports, etc.)
- **Metropolitan Transit Planning Entries Represent are for FY 2023-2024 (To Be Updated – this is last year’s list that will be updated for 24-25)**
 - Regional Transit System Planning
 - **Cherriots Regional Service planning**
 - **Cherriots Local Service Planning**
 - **Comprehensive Operational Analysis** – Develop scope of work and procurement package for a request for proposals to hire a consultant. This analysis will help the district examine and evaluate our transit system as a whole to determine where improvements can be made to make our operations more effective and efficient.
 - Regional Significant Project Planning
 - **South Salem Transit Center** -- Support the NEPA and initial design phase of the project. Planning to support for future funding for building the center.
 - **ITS** – Support planning efforts around technology on transit vehicles.
 - Transportation Improvement Program (TIP)
 - Develop and help with planning efforts for Cherriots projects that will be included in the TIP.
 - General Regional Planning Coordination
 - Monitor Transit-Related Title VI Civil Rights, Limited English Proficiency (LEP), and Environmental Justice Data Related to Service Changes and Changes in Fares. Support the development of Justice 40 document for grant applications using planning process develop in the Cherriots planning department
 - **Transit Signal Priority Green light extension-** Coordination with City of Salem on Planning and implementing signal priority for transit buses within the local service area. A pilot group of signals on the Lancaster Drive corridor will be the first to be implemented.
 - Coordination with local organizations / agencies on projects affecting transit service in Cherriots service area.

Agenda Item H

TIP Modifications

SKATS Policy Committee
October 24, 2023

Action Requested:
Informational Item.

	2021-2026 & 2024-2029 SKATS TIP Modifications (Since September 2023)									
	Date	Key Number	Project Name	Project Sponsor	MTIP Modification Number	Total Project Cost Before	Total Project Cost After	CMAQ-U, STBG-U, TAP-U, CRP Funds Before	CMAQ-U, STBG-U, TAP-U, CRP Funds After	Description of Modification
1	9/29/2023	23417	Battery Electric Bus Fleet and Electrification 2022 SAMTD	SAMTD	23-AA42	\$7,428,134	\$7,428,134	\$0	\$0	Advance the Other, Preliminary Engineering and Construction phases to federal fiscal year 2023. Project obligated in 2023 at end of federal fiscal year.
2	10/4/2023	21879	Pedestrian Safety Improved Crossings Project (KN 21879)	Salem	23-AA43	\$1,400,000	\$1,400,000	\$1,227,684	\$1,227,684	Slip the construction phase to 2025. ROW was slipped to 2024 earlier this year, construction is being slipped to match updated timeline.
3	10/4/2023	21883	Orchard Heights Rd NW: Snowbird to Westhaven (Salem)	Salem	23-AA44	\$2,375,000	\$2,375,000	\$1,682,438	\$1,682,438	Slip the construction phase to 2025 to match project timeline.