

**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

Meeting ID: 839 4733 4557

Passcode: None

Direct link for this meeting: <https://us06web.zoom.us/j/83947334557>

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\\_cMGGng](https://www.youtube.com/channel/UCtWMuelCK0nJzyZ5_cMGGng)

(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 1605)

[twhisenhunt@mwvcog.org](mailto:twhisenhunt@mwvcog.org)

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**Date: Tuesday, April 23, 2024**

**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](mailto:mwvcog@mwvcog.org)**

**Website: [www.mwvcog.org](http://www.mwvcog.org)**

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**A. Call to Order ..... Cathy Clark**

**B. Approval of PC Minutes March 26, 2024 ..... 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 Theresa Whisenhunt at (503) 540-1605 or send e-mail to [twhisenhunt@mwvcog.org](mailto:twhisenhunt@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. Amendments to the SKATS FFY 2024-29 TIP ..... Steve Dobrinich**

Background: The purpose of this agenda item is to review three amendments to the SKATS FFY 2024-29 Transportation Improvement Program (TIP). See attachments for additional information.

- **Resolution 24-9: Farebox System Replacement (5339) Formula 2022, 2023, 2024 SAMTD (Key # 21917):** Reduce FFY 2024 5339 amount to match actual apportionment. Combine formula 5339 funds from K21907 and K21912 into K21917. Update project purpose, name, and description to replace cash collection vault system and vehicle fareboxes.
- **Resolution 24-10: Transit Urban (5310) Formula Program 2024 SKT (Key # 21916):** Increase project allocation by \$165,236 (\$132,189 Federal; \$33,047 local match) to match actual apportionment.
- **Resolution 24-11: Salem-Keizer Area MPO Planning SFY25 (Key # 21861):** Add carryover funds and adjust apportionment increasing project amount by \$769,289.86 to match work plan.

Action

Requested: (1) Adopt **Resolution 24-9 (*attached*)** combining funds from Key #21907 and Key #21912 into project Key #21917 [Farebox System Replacement (5339) Formula 2022, 2023, 2024 SAMTD]; reducing FFY24 formula 5339 funds; and updating the project name and description to replace cash collection vault system and vehicle fareboxes.

(2) Adopt **Resolution 24-10 (*attached*)** adding \$165,236 (\$132,236 Federal; \$33,047 local match) to project Key # 21916 [Transit Urban (5310) Formula Program 2024 SKT] to match actual apportionment.

(3) Adopt **Resolution 24-11 (*attached*)** adding carryover funds from SFY23 to increase project Key # 21861 [Salem-Keizer Area MPO Planning SFY25] by \$769,289.86.

**E. Adoption of the SKATS FY 2024-2025 UPWP ..... Mike Jaffe**

Background: The federally funded regional planning work scheduled to be conducted within the MPO region by SKATS, ODOT, the Salem Area Mass Transit District, and the local jurisdictions over the next state fiscal year (July 1, 2024 to June 30, 2025) is described in the ***attached***

FY 2024-2025 Unified Planning Work Program (UPWP). Earlier drafts of the document were reviewed by the SKATS Technical Advisory Committee and the Policy Committee at their January meetings.

The draft UPWP is also reviewed each year by staff from the Federal Highway Administration, the Federal Transit Administration, and ODOT, who met with SKATS staff on February 20, 2024 to discuss the draft. The agencies also submitted a list of questions and changes to the document. These changes are shown in the version of the UPWP enclosed in the packet.

Note: this version does not include the 50+ pages of appendices (see table of contents) that are included in the final UPWP each year. Go to <https://www.mwvcog.org/transportation/page/unified-planning-work-program> to see this version with the appendices.

Action

Requested: Approve **Resolution 24-12 (*attached*)** to adopt the SKATS FY 2024-2025 Unified Planning Work Program.

**F. TIP Modifications .....Steve Dobrinich**

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

Action

Requested: Informational.

**G. Information Items – (Requires no Committee Action) .....SKATS Staff**

- **Transportation Planning Update** - see table below
- Policy Committee discussion of Cooperative Agreement Amendment will occur after School Board’s discussion of membership in May (see minutes)
- OTC Meeting – **May 9 Ontario, June 13 Salem, August 1 Florence, Oct/Nov/Dec**
- Next Policy Committee Meeting – **May 28, 2024**
- Next TAC Meeting – **May 14, 2024**

Project	Status	Completion
SKATS Metropolitan Transportation Safety Action Plan (MTSAP)	The Steering Committee met in late March. Project Management Team met in early May. Current work is developing the priority strategies for the Plan, Performance Measures and Outline of Plan	September 2024

Oregon Travel Study (nee Oregon Household Activity Survey (OHAS))	Phase 3 (Implementation) – Households are being contacted to participate in the survey.	Data collection until early June. Results later in 2024 or early 2025.
Safe Routes to School	<ul style="list-style-type: none"> <li>– Bicycle Safety classes at Chavez E.S. for 3 weeks. Cycle Oregon have provided the bikes; PE teachers, SRTS staff and volunteers are doing the instruction. Will have these classes at Morningside E.S. and Harritt E.S. before the end of the school year.</li> <li>– Coordinating with Cherriots staff on a “Mobile Classroom” which teaches 4<sup>th</sup> and 5<sup>th</sup> graders on the proper way to ride a bus (safety and etiquette)</li> <li>– Annual Art Contest/Calendar</li> </ul>	NA

**H. Adjournment.....Cathy Clark**

# DRAFT

## Minutes

Salem-Keizer Area Transportation Study (SKATS)  
Policy Committee  
March 26, 2024  
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, 2024 Chair, Keizer Mayor  
Kevin Cameron, Marion County Board of Commissioners  
Lyle Mordhorst, Polk County Board of Commissioners  
Maria Hinojos Pressey, Salem-Keizer School District  
Sadie Carney, 2024 Vice Chair, SAMTD Board of Directors  
Steve Horning, Turner Mayor  
Trevor Phillips, Salem City Council

### **Others Present**

Amber Mathiesen, MWVCOG, Finance Director  
Brandon Williams, ODOT Region 2, Alternate for Anna Henson  
Celia Lemhouse, Local Resident  
Janelle Shanahan, Marion County Public Works  
Jenna Bogert, DKS  
Julie Hanson, Salem Public Works  
Kim Sapunar, MWVCOG-SKATS  
Lani Radtke, Marion County Public Works  
Mark Bernard, ODOT Region 2  
Matt Lawyer, Marion County  
Mike Jaffe, MWVCOG-SKATS  
Naomi Zwerdling, ODOT  
Ray Jackson, MWVCOG-SKATS  
Sara Duncan, SAMTD Board of Directors, Alternate for Sadie Carney  
Shofi Ull-Azum, SAMTD  
Steve Dobrinich, MWVCOG-SKATS  
Theresa Whisenhunt, MWVCOG-SKATS

### **Agenda Item A. Call to Order**

Chair Cathy Clark called the meeting to order at 12:02 p.m. Introductions, in person and online, were made.

### **Agenda Item B. Approval of Minutes of February 27, 2024**

**Motion was made by Maria Hinojos Pressey, seconded by Kevin Cameron, to approve the minutes of the February 27, 2024, meeting.** Those voting in favor of the motion were Anna Henson, Cathy Clark, Kevin Cameron, Lyle Mordhorst, Maria Hinojos Pressey, Sadie Carney, Steve Horning, and Trevor Phillips. **The motion passed unanimously.**

### **Agenda Item C. Public Comment**

There was no public comment.

### **Agenda Item D. Amendments to the SKATS FFY 2024-2029 TIP**

SKATS staff Steve Dobrinich provided an overview of four amendments to the SKATS FFY 2024-29 Transportation Improvement Program (TIP) and requested approval from the Policy Committee. The amendments included:

- **Resolution 24-5: Pedestrian Safety Improvement Crossings (Salem) (Key # 21879):** The City of Salem is requesting to add \$500,000 in local overmatch to cover increased cost estimates. The total project cost will increase from \$1,400,000 to \$1,900,000. Project crossing locations are being updated to (1) River Rd. N at Riviera Dr. NE; (2) Lancaster Dr. NE at Weathers St. NE; and (3) State St. at 21<sup>st</sup> St. SE.
- **Resolution 24-6: Northwest Oregon 2024-2027 ADA Curb Ramp Design, Phase 2 (Key # 23029):** ODOT is requesting to transfer \$2,710,000 from the Preliminary Engineering phase of K23029 to the Preliminary Engineering phase of K22985. K23029 (phase 2) and K22985 (phase 1) are part of the same overall effort to update ADA curb ramps in northwest Oregon.
- **Resolution 24-7: Transit Urban (5310) Formula Program 2023 SKT (Key # 21911):** SAMTD is requesting to increase the project allocation listed in the TIP by \$153,698 (\$122,958 Federal; \$30,740 local match) to match the actual apportionment. The updated project total is \$471,198.
- **Resolution 24-8: Northwest Oregon curve warning upgrades (2027) (Key # 22728):** ODOT is requesting to expand the project scope to include locations in the SKATS planning area and add \$821,881 from the All Roads Transportation Safety (ARTS) program to the Preliminary Engineering phase. The project name will be updated to reflect changes.

**Motion was made by Kevin Cameron, seconded by Trevor Phillips, to Adopt Resolution 24-5, Resolution 24-6, Resolution 24-7, and Resolution 24-8, in-block, as presented.**

**Hearing no objection to moving the adoption of the resolutions in-block, and no discussion on the motion, Chair Clark called the vote.**

Those voting in favor of the motion were Anna Henson, Cathy Clark, Kevin Cameron, Lyle Mordhorst, Maria Hinojos Pressey, Sadie Carney, Steve Horning, and Trevor Phillips. **The motion passed unanimously.**

### **Agenda Item E. Chair's Suggested Motion (MPO Structure)**

As described in the memo<sup>1</sup> for this meeting, there is a suggested motion from the SKATS Chair, as follows:

“Motion to direct SKATS staff to prepare an amendment to the SKATS Cooperative Agreement to add the City of Aumsville as a voting member of the SKATS Policy Committee. Also, move that the SKATS Bylaws be amended to align with the Cooperative Agreement upon the final completion of the Cooperative Agreement.”

This order of business (i.e. Cooperative Agreement Amendment first, followed by amending the Bylaws at a later date when the Cooperative Agreement Amendment is finalized) will help to assure that the Cooperative Agreement and the Bylaws do not contradict each other regarding Policy Committee membership and voting.

Chair Clark opened by thanking SKATS staff for the tremendous amount of information and the thoroughness in providing the committee with options on how MPOs are structured both in Oregon and elsewhere. She then asked Mike Jaffe to give background on the subject.

Mr. Jaffe provided a PowerPoint slide with an outline of the discussion process for the committee:

1. Information Update about Aumsville
2. Amending the Bylaws (information)
3. 2002-03 Timeline for Amending Cooperative Agreement (adding Turner)
4. Chair's suggested motion, with revisions
5. Motions, deliberation, voting
6. Next Steps

Mr. Jaffe checked with ODOT staff and confirmed that Aumsville is still eligible for the Small City Allotment Funds after Aumsville is added to the SKATS Planning Area. They become ineligible for these funds when their population exceeds 5,000. ODOT agrees with SKATS staff that Aumsville can submit project proposals for SKATS discretionary funding in the TIP after they added to the SKATS Planning Area; Aumsville does not have to be on the SKATS Policy Committee to submit proposals. Mr. Jaffe noted the letter from Aumsville including a short list of rural grants.

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<sup>1</sup> Item E of the agenda packet.

Mr. Jaffe clarified that the provisions to amend the Bylaws - such as mailing proposed changes at least 5 days ahead of time - are in Article V of the Bylaws. He also reviewed the timeline in 2002 and 2003 when the city of Turner was added to the Cooperative Agreement, noting that it took 11 months to obtain all the required signatures. He also described a 2003 memo that explains why the 1986 Cooperative Agreement does not include the School District as a Party or signatory to the Cooperative Agreement but adds the school district as a voting member of the Policy Committee.

Chair Clark spoke about the MPO structure reflecting the partnership, collaboration, and understanding the committee has and can continue to do so. The SKATS TAC and PC work with projects from the adopted Transportation Systems Plan (TSP). Chair Clark spoke about the process of creating the plans then moving forward with projects and how OMPOC<sup>2</sup> was created with the same objectives; bringing together the MPOs of Oregon on common ground and learning from each other's differences.

Chair Clark stated that her suggested motion - that was supplied in the memo - has been revised by her as follows (words in bold are the revisions):

“Motion to direct SKATS staff to prepare an amendment to the SKATS Cooperative Agreement to add the City of Aumsville as a voting member of the SKATS Policy Committee **and initiate the process to amend** the SKATS Bylaws to align with the Cooperative Agreement upon the final completion of the Cooperative Agreement.”

**Motion was made by Cathy Clark, seconded by Lyle Mordhorst, to direct SKATS staff to prepare an amendment to the SKATS Cooperative Agreement to add the City of Aumsville as a voting member of the SKATS Policy Committee and initiate the process to amend SKATS Bylaws to align with the Cooperative Agreement upon the final completion of the Cooperative Agreement.**

Chair Clark read a prepared statement to her motion, “As each city has entered the MPO, they've all been treated the same. Keizer was a brand-new baby city when we entered SATS<sup>3</sup> to make it SKATS. Turner was also added back in 2003, a little bit before my time, and now we are going through the process with Aumsville. We heard very clearly from Mayor Ceja about the uniqueness of the viewpoint Aumsville will bring to our MPO family, and we should embrace that diversity. If there are issues in 2030 regarding statements, that will be up to the MPO Policy Committee at that time to discuss. And I hope and I pray that the precedent we set today, and over these many cycles, will guide those discussions as well. That Stayton will receive the same level of participation and respect as the other cities at the table that we have built into a commitment through voting status to understand each other and work together in the process. We've talked about voting and keeping score and so forth, but I would propose

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<sup>2</sup> Oregon Metropolitan Planning Organization Consortium. Chair Clark misspoke at the meeting, using “Municipal” instead of “Metropolitan”.

<sup>3</sup> Salem Area Transportation Study, which existed prior to the 1987 Cooperative Agreement



that each of us, in becoming a voting member of the MPO, is taking on a commitment. We are saying we are so committed to this work that we are willing to be a voting member and take on the duties or responsibilities that go with it. Yes, Aumsville could come on ex officio. Other jurisdictions can do the same. But when we say, 'I will be a voting member', we are committing to the work of this MPO to be a full, engaged, collaborative, regional participant. And in my opinion, bringing Aumsville on in that status only makes us as a region stronger."

Chair Clark opened the floor for discussion.

Maria Hinojos Pressey asked for clarification about voting members and signatories to the Cooperative Agreement amendment: "How does this impact Turner and Aumsville?" Mr. Jaffe responded that the city of Turner is currently a voting member of the committee and passing the motion would add the city of Aumsville as a voting member<sup>4</sup>. He explained that for the proposed Amendment #2 to the Cooperative agreement, the signatures are required from the Parties of the Agreement. Signatures from others [Turner, Aumsville, the school district] are optional and up to the decision of the Parties if they should be added or not. In response to a question about Parties of the Agreement from Commission Cameron, Mr. Jaffe directed the members to the first paragraph of the Cooperative Agreement which describes that ODOT, the Council of Governments, the city of Salem, the city of Keizer, Marion County, Polk County, and the Transit District are the Parties to the Agreement.

Chair Clark asked the group to consider additions or amendments to the motion. Trevor Phillips stated he wanted to make an amendment and asked for assistance with language. Chair Clark gave background and the resulting outcome of the ask for an additional voting position for Salem. She also acknowledged that the city of Salem has historically been a good partner for the committee. Keeping this in mind she stated, "It is a commitment on the part of Salem to be fully invested in this partnership for the MPO for the benefit of our region. Bringing two people who are fully vested in being partners with us, and that they both would bring their full attention to the needs and the interoperability of our system, for our region. So, the corollary to Mayor Horning's point, I would agree that there's not a harm in terms of dollars and cents, but I believe that there will be a benefit from two committed members from the capital city." Chair Clark then assisted Councilor Phillips in crafting the language for an amendment to the her original motion.

Councilor Phillips put forth a friendly amendment to the original motion as follows (added words are underlined):

**Motion to direct SKATS staff to prepare an amendment to the SKATS Cooperative Agreement to add the City of Aumsville as a voting member and provide an additional voting seat to the City of Salem for the SKATS Policy Committee and initiate the process that the SKATS Bylaws**

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<sup>4</sup> Aumsville would be a voting member once a new Amendment to the Cooperative Agreement is signed by all the required Parties.

**be comprehensively reviewed and amended in concurrence with the Cooperative Agreement upon the final completion of the Cooperative Agreement.**

As the mover of the original motion, Chair Clark accepted. Commissioner Mordhorst, the seconder, did not accept the amendment but was open to further discussion. Therefore, the friendly amendment did not move forward, and Councilor Phillips's motion was made as a replacement motion and seconded by Director Hinojos Pressey.

Councilor Phillips spoke to his motion. He thanked Chair Clark for advocating, hearing, and paraphrasing the city of Salem's stance. "I think that having an additional representative from the city of Salem strengthens us for all the same reasons that adding Aumsville strengthens us. I think that ... the outcomes in terms of votes on ... future big documents like the TIPs - the plans that we all agree on - are likely to be similar. But I think that by having ... one additional voice in the room from our largest population center will help us confront ... our ever-changing world. ... I think that whoever it is that's appointed by the city of Salem, usually through the mayor, will be engaged in the process, committed to making this a strong body."

Mayor Horning again put forth his question of why the city of Salem needed to add another vote, other than the reasoning that it was the largest population. He suggested that the city of Salem could create an internal committee of their ward representatives to inform the SKATS representative or add nonvoting members to the body bringing more voices to the table, getting the same effect as adding a voting position, without making major amendments to the agreement and going to the governor.

Responding to a question, Mr. Jaffe said that staff will provide the Committee with a draft proposed Amendment #2 and provide it for review at a Policy Committee meeting before it is circulated for signatures.

Commissioner Cameron spoke against the replacement motion, "City of Salem has a vote. Cherriots has a vote. Salem-Keizer School District has a vote. They represent the majority of the people that live within the city limits as well as some outside the city limits. I said this before, 'as a county commissioner, I represent the 175,000 people that live inside the city limits of Salem.' Yes ... I represent here, ... outside the city limits within the urban growth boundary. I have given the mayor the past results of this committee and the future allocations of this committee has made. And there is no response to say this has been unfair."

Director Carney asked if committee members would see a red-line version before moving forward in the process. She stated that SAMTD submitted a letter in support of a facilitated process, but based on the collaboration of this group, she would support the amended motion. Mr. Jaffe replied that a red-line version isn't likely needed; instead, the committee could follow the example used for Turner [in 2003] where Amendment #2 replaces the old section C with a new section C.

Commissioner Mordhorst offered to make a motion to amend the original Chair's motion for an alternative choice, to remove the vote from the Salem-Keizer School District (SKSD), seconded by Commissioner Cameron, but the Chair called a pause to consult Robert's Rules. The point of order was clarified - the replacement motion [by Councilor Phillips and seconded by Director Hinojos Pressey] that's on the table had to be addressed first. The original Chair's motion was not amendable, having been replaced. Director Hinojos Pressey stated that the school board has not had an opportunity to discuss the issue [of being a non-voting member] as a Board as a whole, but the issue has been brought to their attention. She asked if changing to non-voting is a significant change. Mr. Jaffe responded with what he heard back from FHWA to his questions of adding members or changing voting members, which in summary was that it was up to the Parties to determine what is significant or not. Commissioner Mordhorst clarified that his intention in the motion was not to remove SKSD from the committee; they would stay an active member of the committee, except for voting.

Director Carney asked whether the Policy Committee should change other sections of the Cooperative Agreement, particularly section E.2. which covers the adoption/endorsement process by the governing bodies when there is a less than and unanimous approval by the Policy Committee of the SKATS Plan and TIP.

Further discussion about the school board continued. Chair Clark concluded that since the school board needs to have an internal conversation on this issue; Commissioner Mordhorst was agreeable to talk about his proposal after the concluded discussion of the motion on the table.

Members continued the discussion on the replacement motion made by Councilor Phillips. Mayor Horning reiterated his previous question asking why the city of Salem thinks it needs two votes; he felt his question was not answered. Councilor Phillips stated that he is more looking to the future and possible future issues that may arise from the current voting structure; he feels there is disagreement about the ask. He and the city of Salem are trying to move to a more proportional representation. "I still think that as the body that ... builds the roads and sidewalks for this community, it's important for us to have more than one representative. ... we're not a small city, and I think our goal, and I would predict a majority of my colleagues ... that they would be inclined to agree. So our goal is to remain cooperative, to work with everybody, to achieve ... our local and regional solutions, in the best way possible. And I think we are a stronger body moving forward if we get an extra vote. ... again, I think that this is probably the fastest way to move this process forward too, to get Aumsville on board."

Mr. Jaffe asked Amber Mathiesen to explain to the committee Robert's Rules and where the committee was currently in the process of motions.

Several committee members stated their thoughts on the subject of the current motion. Director Hinojos Pressy said she doesn't want to speak for Salem but she feels strongly about the need for proportional representation and in the future this body might consider establishing representation based on population. Chair Clark restated her position and

reasoning and clarified that another vote for Salem means another voting position requiring a second representative – i.e. two bodies at the table – with the additional perspective and voice that a second person brings to the discussions here. She compared this to the seven members of the Keizer City Council and the benefit to hearing diverse points of view. Council Phillips added that each Salem councilor serves on many committees, and it's impossible for any single Salem councilor to bring in-depth knowledge to SKATS.

Chair Clark asked for any further discussion. Hearing no further comments or discussion, Chair Clark called for the vote. Those voting in favor of the motion were Cathy Clark, Maria Hinojos Pressey, Sadie Carney, and Trevor Phillips. Anna Henson, ODOT abstained. Nays: Kevin Cameron, Lyle Mordhorst, and Steve Horning. **The motion passed.**

Chair Clark spoke about approaching the removal of the SKSD vote on the committee at a later date; possibly adding it to the agenda for April's meeting to discuss<sup>5</sup>.

Della Seney was welcomed to the committee as the intended representative for Aumsville.

#### **Agenda Item F. TIP Modifications**

Staff-approved modifications made to the SKATS TIP since the February 2024 Policy Committee meeting were included in the meeting packet for the committee.<sup>6</sup> SKATS staff Steve Dobrinich noted that there were a total of six amendments including three PC-approved amendments and three administrative staff amendments.

#### **Agenda Item I. Other Business**

- OMPOC Summary – A recap of the legislative session. Other jurisdictions/MPOs gave updates. The start of conversations leading up to the 2025 Transportation Package. ODOT is updating the statewide Transportation Safety Action Plan (TSAP) and the process will get started this summer.
- Next Policy Committee Meeting – **April 23, 2024<sup>7</sup>**
- Next TAC Meeting – **April 9, 2024**

Chair Cathy Clark adjourned the meeting at 1:29 p.m.

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<sup>5</sup> Director Hinojos Pressey is arranging for it to be discussed at a School Board business meeting in May, so it won't be on the April SKATS Policy Committee Agenda.

<sup>6</sup> The table may be found as item F in the agenda packet.

<sup>7</sup> Date correction from the agenda.

## **Agenda Item D**

### **Amendments to the SKATS FFY 2024-29 TIP**

SKATS Policy Committee

April 23, 2023

#### **Action Requested:**

- (1) Adopt Resolution 24-9 (attached) combining funds from Key #21907 and Key #21912 into project Key #21917 [Farebox System Replacement (5339) Formula 2022, 2023, 2024 SAMTD]; reducing FFY24 formula 5339 funds; and updating the project name and description to replace cash collection vault system and vehicle fareboxes.
- (2) Adopt Resolution 24-10 (attached) adding \$165,236 (\$132,236 Federal; \$33,047 local match) to project Key # 21916 [Transit Urban (5310) Formula Program 2024 SKT] to match actual apportionment.
- (3) Adopt Resolution 24-11 (attached) adding carryover funds from SFY23 to increase project Key # 21861 [Salem-Keizer Area MPO Planning SFY25] by \$769,289.86.

## **DRAFT Resolution 24-9**

### **Resolution Amending the Adopted Salem-Keizer Area Transportation Study (SKATS) FY 2024-2029 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** funds from Key #21907 and Key #21912 be added to project Key #21917 [Farebox System Replacement (5339) Formula 2022, 2023, 2024 SAMTD]; FFY24 formula 5339 funds be reduced to match actual apportionment; and project name and description be updated to replace cash collection vault system and vehicle fareboxes.

**ADOPTED** by the Policy Committee of the Salem-Keizer Area Transportation Study on the 23<sup>rd</sup> day of April 2024.

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Chair Cathy Clark  
Salem-Keizer Area Transportation Study  
Policy Committee

## **DRAFT Resolution 24-10**

### **Resolution Amending the Adopted Salem-Keizer Area Transportation Study (SKATS) FY 2024-2029 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** \$165,236 (\$132,236 Federal; \$33,047 local match) be added to project Key # 21916 [Transit Urban (5310) Formula Program 2024 SKT] to match actual apportionment.

**ADOPTED** by the Policy Committee of the Salem-Keizer Area Transportation Study on the 23<sup>rd</sup> day of April 2024.

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Chair Cathy Clark  
Salem-Keizer Area Transportation Study  
Policy Committee

## **DRAFT Resolution 24-11**

### **Resolution Amending the Adopted Salem-Keizer Area Transportation Study (SKATS) FY 2024-2029 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** \$769,289.86 in carryover funds be added to Project Key # 21861 [Salem-Keizer Area MPO Planning SFY25].

**ADOPTED** by the Policy Committee of the Salem-Keizer Area Transportation Study on the 23<sup>rd</sup> day of April 2024.

---

Chair Cathy Clark  
Salem-Keizer Area Transportation Study  
Policy Committee



# SKATS Transportation Improvement Program (TIP)

## Public Notification of Pending Amendment



### Proposed TIP Amendment

**Project Name: Farebox System Replacement (5339) Formula 2022, 2023, 2024 SAMTD**

**The public review period for this project is April 9, 2024 to noon April 23, 2024.**

As a Formal Amendment to the TIP, additional details about the project will be presented to the SKATS Policy Committee for approval at noon on **April 23, 2024**, at 100 High Street SE, Suite 200, Salem, OR (*hybrid meeting with virtual option available*).

Comments or concerns about this amendment should be submitted to Steve Dobrinich, via email at [sdobrinich@mwvcog.org](mailto:sdobrinich@mwvcog.org)

This amendment may be revised to address input 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.	24-9				
Project KN:	21917	Project Sponsor:	SAMTD	Total Project Cost:	\$1,837,567
Project Name:	Farebox System Replacement (5339) Formula 2022, 2023, 2024 SAMTD				
<b>Purpose of amendment:</b> Reduce FFY 2024 5339 amount to match actual apportionment. Combine formula 5339 funds from K21907 and K21912 into K21917. Update project purpose, name, and description to replace cash collection vault system and vehicle fareboxes.					
<b>Project Description:</b> Replace cash collection vault system and approximately 73 vehicle fareboxes that have exceeded their useful life.					

# SKATS Transportation Improvement Program (TIP)

## Public Notification of Pending Amendment



### Project information before amendment:

Name: <b>Transit Urban (5339) Formula Program 2024 SKT</b>										Key: <b>21917</b>	
Description: <b>Allocation used for bus and bus facilities to provide alternative forms of transportation.</b>										Region: <b>2</b>	
MPO: <b>Salem/Keizer Area MPO</b>				Air Quality Status:		Work Type: <b>TRANST</b>					
Applicant: <b>SALEM-KEIZER TRANSIT DISTRICT</b>				Exempt		Status: <b>NON-CONSTRUCTION PROJECT</b>					
<b>Location(s)-</b>											
Mileposts		Length		Route		Highway		ACT		County(s)	
								MID-WILLAMETTE VALLEY ACT		MARION	
<b>Current Project Estimate</b>											
Planning		Prelim. Engineering		Right of Way		Utility Relocation		Construction		Other	
Year										2024	
Total										\$1,110,000	
Fund 1										5339	
Match										\$222,000	
<b>Footnote:</b>											
<b>Most Recent Approved Amendment</b>											
Amendment No:						MTIP Approval Date:				STIP Approval Date:	
Requested Action:											

### Project information after amendment:

Name: <b>Farebox System Replacement (5339) Formula 2022, 2023, 2024 SAMTD</b>										Key: <b>21917</b>	
Description: <b>Replace cash collection vault system and approximately 73 vehicle fareboxes that have exceeded their useful life.</b>										Region: <b>2</b>	
MPO: <b>Salem/Keizer Area MPO</b>				Air Quality Status:		Work Type: <b>TRANST</b>					
Applicant: <b>SALEM-KEIZER TRANSIT DISTRICT</b>				Exempt		Status: <b>NON-CONSTRUCTION PROJECT</b>					
<b>Location(s)-</b>											
Mileposts		Length		Route		Highway		ACT		County(s)	
								MID-WILLAMETTE VALLEY ACT		MARION	
<b>Current Project Estimate</b>											
Planning		Prelim. Engineering		Right of Way		Utility Relocation		Construction		Other	
Year										2024	
Total										\$1,837,567	
Fund 1										5339	
Match										\$367,513	
<b>Footnote:</b>											
<b>Most Recent Approved Amendment</b>											
Amendment No:		<b>24-9</b>				MTIP Approval Date:				STIP Approval Date:	
Requested Action:		<b>Reduce FFY 2024 5339 amount to match actual apportionment. Combine formula 5339 funds from K21907 and K21912 into K21917. Update project purpose, name, and description to replace cash collection vault system and vehicle fareboxes.</b>									

# SKATS Transportation Improvement Program (TIP)

Public Notification of Pending Amendment



## Proposed TIP Amendment

**Project Name: Transit Urban (5310) Formula Program 2024 SKT**

**The public review period for this project is April 9, 2024 to noon April 23, 2024.**

As a Formal Amendment to the TIP, additional details about the project will be presented to the SKATS Policy Committee for approval at noon on **April 23, 2024**, at 100 High Street SE, Suite 200, Salem, OR (*hybrid meeting with virtual option available*).

Comments or concerns about this amendment should be submitted to Steve Dobrinich, via email at [sdobrinich@mwvcog.org](mailto:sdobrinich@mwvcog.org)

This amendment may be revised to address input 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.	24-10				
Project KN:	21916	Project Sponsor:	SAMTD	Total Project Cost:	\$487,736
Project Name:	Transit Urban (5310) Formula Program 2024 SKT				
Purpose of amendment: Increase project allocation listed in TIP by \$165,236 (\$132,189 Federal; \$33,047 local match) to match actual apportionment.					
Project Description: Allocation used for Transit Enhanced Mobility to provide options for seniors and individuals with disabilities.					

# SKATS Transportation Improvement Program (TIP)

## Public Notification of Pending Amendment



### Project information before amendment:

Name: <b>Transit Urban (5310) Formula Program 2024 SKT</b>										Key: <b>21916</b>	
Description: <b>Allocation used for Transit Enhanced Mobility to provide options for seniors and individuals with disabilities.</b>										Region: <b>2</b>	
MPO: <b>Salem/Keizer Area MPO</b>			Air Quality Status: <b>Exempt</b>		Work Type: <b>TRANST</b>						
Applicant: <b>SALEM-KEIZER TRANSIT DISTRICT</b>					Status: <b>NON-CONSTRUCTION PROJECT</b>						
<b>Location(s)-</b>											
Mileposts	Length	Route	Highway			ACT			County(s)		
						MID-WILLAMETTE VALLEY ACT			MARION		
<b>Current Project Estimate</b>											
	Planning	Prelim. Engineering	Right of Way	Utility Relocation	Construction	Other	Project Total				
Year						<b>2025</b>					
Total						<b>\$322,500</b>	<b>\$322,500</b>				
Fund 1						5310	\$258,000	\$258,000			
Match							\$64,500	\$64,500			
<b>Footnote:</b>											
<b>Most Recent Approved Amendment</b>											
Amendment No:		<b>24-AA14</b>		MTIP Approval Date:		<b>3/27/2024</b>		STIP Approval Date:			
Requested Action:		<b>Slip OTH phase to FFY25.</b>									

### Project information after amendment:

Name: <b>Transit Urban (5310) Formula Program 2024 SKT</b>										Key: <b>21916</b>	
Description: <b>Allocation used for Transit Enhanced Mobility to provide options for seniors and individuals with disabilities.</b>										Region: <b>2</b>	
MPO: <b>Salem/Keizer Area MPO</b>			Air Quality Status: <b>Exempt</b>		Work Type: <b>TRANST</b>						
Applicant: <b>SALEM-KEIZER TRANSIT DISTRICT</b>					Status: <b>NON-CONSTRUCTION PROJECT</b>						
<b>Location(s)-</b>											
Mileposts	Length	Route	Highway			ACT			County(s)		
						MID-WILLAMETTE VALLEY ACT			MARION		
<b>Current Project Estimate</b>											
	Planning	Prelim. Engineering	Right of Way	Utility Relocation	Construction	Other	Project Total				
Year						<b>2025</b>					
Total						<b>\$487,736</b>	<b>\$487,736</b>				
Fund 1						5310	\$390,189	\$390,189			
Match							\$97,547	\$97,547			
<b>Footnote:</b>											
<b>Most Recent Approved Amendment</b>											
Amendment No:		<b>24-10</b>		MTIP Approval Date:				STIP Approval Date:			
Requested Action:		<b>Increase project allocation listed in TIP by 165,236 (\$132,189 Federal; \$33,047 local match) to match actual apportionment.</b>									
Amendment No:		<b>24-AA14</b>		MTIP Approval Date:		<b>3/27/2024</b>		STIP Approval Date:			
Requested Action:		<b>Slip OTH phase to FFY25.</b>									

# SKATS Transportation Improvement Program (TIP)

Public Notification of Pending Amendment



## Proposed TIP Amendment

**Project Name: Salem-Keizer Area MPO Planning SFY25**

**The public review period for this project is April 9, 2024 to noon April 23, 2024.**

As a Formal Amendment to the TIP, additional details about the project will be presented to the SKATS Policy Committee for approval at noon on **April 23, 2024**, at 100 High Street SE, Suite 200, Salem, OR (*hybrid meeting with virtual option available*).

Comments or concerns about this amendment should be submitted to Steve Dobrinich, via email at [sdobrinich@mwvcog.org](mailto:sdobrinich@mwvcog.org)

This amendment may be revised to address input 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.	24-11				
Project KN:	21861	Project Sponsor:	SKATS	Total Project Cost:	\$2,012,309.37
Project Name:	Salem-Keizer Area MPO Planning SFY25				
Purpose of amendment: Add carryover funds and adjust apportionment increasing project amount by \$769,289.86 to match work plan.					
Project Description: SKATS MPO planning funds for Federal fiscal year 2024. Projects will be selected in the future through the MPO process.					

# SKATS Transportation Improvement Program (TIP)

## Public Notification of Pending Amendment



### Project information before amendment:

Name: <b>Salem-Keizer area MPO planning SFY25</b>										Key: <b>21861</b>									
Description: <b>SKATS MPO planning funds for Federal fiscal year 2024. Projects will be selected in the future through the MPO process.</b>															Region: <b>2</b>				
MPO: <b>Salem/Keizer Area MPO</b>					Air Quality Status: <b>Exempt</b>					Work Type: <b>PLANNG</b>									
Applicant: <b>SKATS</b>					Status: <b>PLANNING ACTIVITY</b>														
<b>Location(s)-</b>																			
Mileposts			Length		Route			Highway					ACT					County(s)	
													MID-WILLAMETTE VALLEY ACT					MARION, POLK	
<b>Current Project Estimate</b>																			
Planning		Prelim. Engineering			Right of Way			Utility Relocation			Construction			Other			Project Total		
Year <b>2024</b>																			
Total		<b>\$1,243,020</b>															<b>\$1,243,019.51</b>		
Fund 1	STBG-U	\$400,000															\$400,000		
Match		\$45,782															\$45,782		
Fund 2	PL	\$545,991.21															\$545,991.21		
Match		\$62,491.14															\$62,491.14		
Fund 3	PL-5303	\$169,370.00															\$169,370.00		
Match		\$19,385.16															\$19,385.16		
<b>Footnote: MPO funds limited to \$400,000</b>																			
<b>Most Recent Approved Amendment</b>																			
Amendment No:		<b>23-25</b>						MTIP Approval Date:			<b>11/13/2023</b>			STIP Approval Date:			<b>11/30/2023</b>		
Requested Action:		<b>Reduce total by \$390,058 (350,000 STBG; \$40,058 local match). The \$350,000 in federal funds will be applied to a project in the TIP to be determined at a later date.</b>																	
Amendment No:		<b>23-AA12</b>						MTIP Approval Date:			<b>8/18/2023</b>			STIP Approval Date:			<b>8/20/2023</b>		
Requested Action:		<b>Reduce project costs to match UPWP. Funding reduction of \$20,109.65 in PL funds is part of the e-TIP payment (22674).</b>																	

# SKATS Transportation Improvement Program (TIP)

## Public Notification of Pending Amendment



### Project information after amendment:

Name: <b>Salem-Keizer area MPO planning SFY25</b>										Key: <b>21861</b>	
Description: <b>SKATS MPO planning funds for Federal fiscal year 2024. Projects will be selected in the future through the MPO process.</b>										Region: <b>2</b>	
MPO: <b>Salem/Keizer Area MPO</b>				Air Quality Status: <b>Exempt</b>		Work Type: <b>PLANNG</b>					
Applicant: <b>SKATS</b>						Status: <b>PLANNING ACTIVITY</b>					
<b>Location(s)-</b>											
Mileposts		Length		Route		Highway		ACT		County(s)	
								<b>MID-WILLAMETTE VALLEY ACT</b>		<b>MARION, POLK</b>	
<b>Current Project Estimate</b>											
Planning		Prelim. Engineering		Right of Way		Utility Relocation		Construction		Other	
Project Total											
Year	<b>2024</b>										
Total	<b>\$2,012,309.37</b>										<b>\$2,012,309.37</b>
Fund 1	PL 2.5%	\$16,340.82									\$16,340.82
Match											
Fund 2	STBG-U	\$588,022.17									\$588,022.17
Match		\$67,301.77									\$67,301.77
Fund 3	PL	\$944,288.39									\$944,288.39
Match		\$108,078.03									\$108,078.03
Fund 4	PL-5303	\$258,672.02									\$258,672.02
Match		\$29,606.17									\$29,606.17
<b>Footnote: MPO funds limited to \$588,022.17 (includes \$188,022.17 STBG-U carryover)</b>											
<b>Most Recent Approved Amendment</b>											
Amendment No:		<b>24-11</b>		MTIP Approval Date:				STIP Approval Date:			
Requested Action:		<b>Add carryover funds and adjust apportionment increasing project amount by \$769,289.86 to match work plan.</b>									
Amendment No:		<b>23-25</b>		MTIP Approval Date:				<b>11/13/2023</b>		STIP Approval Date:	
Requested Action:		<b>Reduce total by \$390,058 (350,000 STBG; \$40,058 local match). The \$350,000 in federal funds will be applied to a project in the TIP to be determined at a later date.</b>									
Amendment No:		<b>23-AA12</b>		MTIP Approval Date:				<b>8/18/2023</b>		STIP Approval Date:	
Requested Action:		<b>Reduce project costs to match UPWP. Funding reduction of \$20,109.65 in PL funds is part of the e-TIP payment (22674).</b>									

**Agenda Item E**  
**Adoption of the SKATS FY**  
**2024-2025 UPWP**

SKATS Policy Committee

April 23, 2023

Action Requested:

Approve Resolution 24-12 (attached) to adopt the SKATS FY  
2024-2025 Unified Planning Work Program.



## **Resolution 24-12**

### **Adopting the SKATS Fiscal Year 2024-2025 Unified Planning Work Program (UPWP)**

**WHEREAS**, the Salem-Keizer Area Transportation Study (SKATS) 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 SKATS Policy Committee is authorized by an intergovernmental Cooperative Agreement to act on matters pertaining to the transportation planning process; and

**WHEREAS**, the SKATS Unified Planning Work Program is produced to describe the MPO-related planning activities anticipated in the coming year and is required to secure funding for the regional transportation planning process; and

**WHEREAS**, the activities and funds programmed in the Fiscal Year (FY) 2024-20245 UPWP have been reviewed and approved by appropriate parties and advisory committees; and

**WHEREAS**, periodic reviews of the SKATS Cooperative Planning Agreement and the SKATS Planning Agreement between ODOT, SKATS, and the Salem Area Mass Transit District (SAMTD) are also required; and

**WHEREAS**, it is SKATS policy to conduct the aforementioned reviews annually concurrently with the UPWP adoption process;

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

**That** the **attached** SKATS FY 2024-2025 Unified Planning Work Program (UPWP) is hereby adopted, and the Mid-Willamette Valley Council of Governments is hereby requested to prepare and submit any documents to secure the funding identified in the Planning Work Program for the SKATS (MPO) activities; and

**That** the SKATS Cooperative Agreement (*UPWP Appendix A*) and the ODOT/SKATS/SAMTD Planning Agreement (*UPWP Appendix E*) have been reviewed by the SKATS Policy Committee and are affirmed as included in the UPWP Appendices.

**ADOPTED** by the Policy Committee of the Salem-Keizer Area Transportation Study on the 23rd day of April 2024.

---

Chair  
Salem-Keizer Area Transportation Study  
Policy Committee

# **SKATS FY 2024-2025 Unified Planning Work Program**

## **For Final Policy Committee Review and Adoption**

**April 23, 2024**

(SKATS Resolution 24-12)

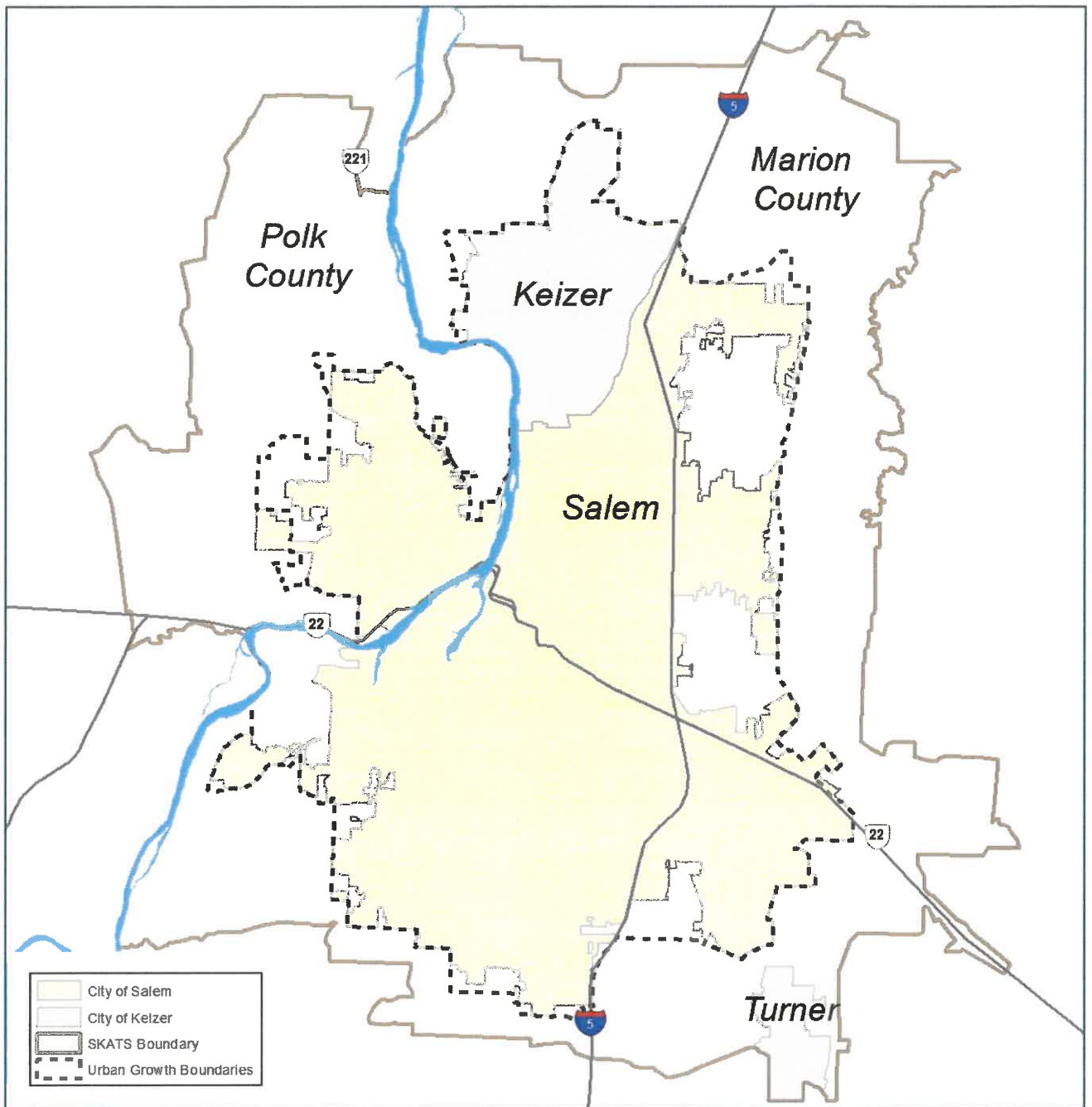
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**Appendices – Note – Appendices will be added in the final posted version of the UPWP**

Appendix A – Cooperative Agreement	
Appendix B – USDOT letter certifying the SKATS Planning Program, February 8, 2021	
Appendix C – <a href="#">USDOT SKATS Planning Certification - Closeout of Corrective Actions 1-5, USDOT letter of February 2, 2024</a>	
Appendix D – Title VI and Executive Order 12898 Comparison	
Appendix E – IGA #32794 – ODOT/MPO/Public Transit agreement on Metropolitan Planning, Financial Plans and Obligated Project Lists (2019)	
Appendix F – Resolution 24- <del>xx</del> <a href="#">12</a> , Adoption of the 2024-2025 UPWP (fill in date <del>4x</del> / <del>xx</del> <a href="#">23</a> /2024)	
Appendix G – Description of the SKATS Transportation Model	
<a href="#">Appendix H – Federal Planning Emphasis Areas</a>	



Map 1: SKATS Boundary and City Limits

# Introduction

This document contains the State Fiscal Year 2024-2025 Unified Planning Work Program (UPWP) of metropolitan transportation planning activities for the Salem-Keizer Transportation Management Area (**Map 1**) coordinated and provided by the Salem-Keizer Area Transportation Study (SKATS). SKATS staff are employed by the Mid-Willamette Valley Council of Governments (MWVCOG).

All the products and activities programmed in the SKATS UPWP derive directly from products and processes prescribed for Metropolitan Planning Organizations (MPOs) by federal and state statutes and regulations for transportation and air quality. Federal statutes and regulations include:

- [Title 23, United States Code § 134 - Metropolitan transportation planning](#), as amended (12/3/2021);
- Joint FHWA/FTA Metropolitan and Statewide Planning Regulations ([23 CFR Part 450](#) and [500, 49 CFR Part 613](#));
- EPA Transportation Plan Conformity Rule ([40 CFR Parts 51](#) and [53](#)); and [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 purpose of the work program is to identify the major transportation planning activities to be carried out with federal and state funds within the SKATS Transportation Management Area (TMA) area during the program year. These include activities by the Oregon Department of Transportation (ODOT), the Mid-Willamette Valley Council of Governments (MWVCOG) staff acting for SKATS, the Salem Area Mass Transit District (SAMTD), and other state agency personnel, and local jurisdictional staffs (particularly on transportation planning work using federal funds such as Transportation and Growth Management (TGM) grants (through ODOT) or Surface Transportation Block Grant Program (STBGP) funds and affecting the regional transportation system.

This UPWP continues the approach between state, regional, and local transportation planning following the “3-C”s of a “continuing, cooperative, and comprehensive” planning process. The figure below (**Figure 1**) shows the continuing planning process where the vision, goals, and objectives are used to identify problems on the system; to next seek alternatives that are analyzed and evaluated for inclusions in long-term plans; to next implement programs in those plans; and to then monitor changes on the system to see if they are meeting the vision and goals. By working together, the jurisdictions and agencies in the region aim to cooperate and share in the responsibility of improving the transportation system; carry out local, regional, and statewide transportation plans; minimize costs associated with regional transportation planning; address the significant transportation problems and “outstanding issues” identified in the adopted Metropolitan

Transportation Plan (MTP) for the Salem-Keizer Urban Area; and to comply with federal, state, and local regulations and policies.



Figure 1 - Continuing Planning Process (Source: FHWA)

A recent change to Oregon Administrative Rules will influence this 3-C approach in the SKATS MPO area as well as other Oregon metropolitan areas. In July 2022, the Oregon Land Conservation and Development Commission adopted new rules and substantial changes to existing rules to address Governor Brown's Executive Order 20-04 on addressing climate change and housing known collectively as Climate-Friendly and Equitable Communities (CFEC) Rulemaking. The changes were made to the rules covering transportation planning (Chapter 660, Division 12 – Transportation Planning), metropolitan Greenhouse Gas Reduction Targets (Division 44), and housing (Division 8). These transportation rule changes primarily impact how local agency transportation system plans (TSPs) are developed. The new Division 12 rules are the most significant changes in decades to local government transportation planning in Oregon.

The revised rules<sup>1</sup> update the purpose of Division 12 including more robust equity considerations during planning, emphasizes safety, supports planning for all transportation

<sup>1</sup> The rules are available at: <https://secure.sos.state.or.us/oard/displayChapterRules.action?selectedChapter=124> and will reflect the amendments and corrections adopted on November 2, 2023.



modes (particularly increased planning for non-driving modes), requires that local governments in metropolitan areas designate and zone climate friendly areas, and requires land use and transportation plans that reduce climate pollution from transportation to meet greenhouse gas emission reductions targets in 660-044-0025. Division 12 includes multiple new rules for local government TSPs on the topics of transportation funding projections and financing (including estimating the costs timing of major improvements, parking management, system inventories, public transportation system planning, estimating VMT per capita for TSP updates, and other requirements.

With regards to MPOs, the revisions to Chapter 660, Division 12 eliminated rules or parts of rules that had previously stipulated requirement of MPOs, including requirements that MPOs prepare a regional TSP (removed with changes to rule 660-012-0015, repealed rule 660-012-0016); and removed requirements that those regional TSPs reduce principal reliance on the use of the automobile by the adoption of standards for increasing transportation choices (formerly in 660-012-0035). Those reduced reliance requirements are now required as part of local government TSPs.

Other rules affecting local TSPs include development of a transportation prioritization framework (rule 660-012-0155), transportation performance standards (rule 660-012-0215), land use and transportation performance measures that support approved land use and transportation scenarios that reduce climate pollution (rule 660-012-0905), and other related rules.

The Division 12 rule changes principally affect how local governments will plan for, and manage, their transportation facilities as well as modify their land uses to meet the state planning rules. Federal transportation planning regulations require that MPOs use the latest planning assumptions from locally adopted land-use plans. Therefore, SKATS will continue to coordinate with the local jurisdictions to develop land-use forecasts (used in the MPO travel model) based on **adopted** changes to both local TSPs and comprehensive plans. For example, once Climate Friendly Areas (CFAs) are adopted as part of local government Comprehensive Plans, the SKATS Metropolitan Transportation Plan will use those CFAs when developing future year land use forecasts.

## Designation of the SKATS MPO and SKATS Committees

According to the SKATS Cooperative Agreement (**Appendix A**) - approved on May 8, 1987, by Oregon Governor Neil Goldschmidt - the **SKATS Policy Committee** is the designated Metropolitan Planning Organization (MPO) for the Salem-Keizer area responsible for planning and air quality requirements. Based on the Amendment No. 1 to the Cooperative Agreement, the SKATS Policy Committee is composed of elected officials from the cities of Salem, Keizer, and Turner; Marion and Polk Counties; the Salem-Keizer School District; a board member from the Salem Area Mass Transit District (SAMTD), and a representative from the Oregon Department of Transportation (ODOT). Details on the structure and



voting of the SKATS Policy Committee are contained in the Cooperative Agreement and the Policy Committee Bylaws. Staff employed by the Mid-Willamette Valley Council of Governments – under direction by the SKATS Policy Committee - perform the staff support for the SKATS program.

SKATS coordinates with ODOT and the local jurisdictions on plans, studies, transportation modeling, and other transportation planning work tasks described in the UPWP. A **SKATS Technical Advisory Committee** (TAC) composed of staff from the jurisdictions included in the SKATS area, as well as representatives from [the Department of Transportation](#), [the Department of Land Conservation and Development \(DLCD\)](#), [the Department of Environmental Quality \(DEQ\)](#), and the Federal Highway Administration (FHWA) provides a forum for discussing the technical aspects of projects and programs and sharing insight into local transportation needs.

## Planning Process Responsibilities

The SKATS Policy Committee, through an intergovernmental Cooperative Agreement (**Appendix A**), is responsible for "... transportation plans, transportation improvement programs, and to take other actions necessary to carry out the transportation planning process."

The transportation planning process is dependent on continuous cooperation and the mutual support of all the SKATS participants. Therefore, while SKATS has the responsibility to carry out the metropolitan transportation planning process activities according to the most current federal regulations, SKATS depends on support and assistance from ODOT, SAMTD, and the local jurisdictions within the SKATS area to develop the regional 20+ year transportation plan and regional Transportation Improvement Program (TIP). In addition, SKATS' level of responsibility is related to the "transportation systems of regional significance" within the Salem-Keizer Transportation Management Area (TMA) including corridor and subarea studies. If needed, SKATS will participate in general corridor studies that extend beyond the SKATS study area boundaries; but SKATS staff would not generally take a lead role in those efforts. SKATS is also responsible for developing and maintaining the travel-demand forecasting model used to forecast future year travel demand in the region and used for corridor or area studies undertaken by our partners, which depends on ODOT and the local jurisdictions for collaboration (e.g., review of the land use inputs into the travel model).

As stated above, SKATS works cooperatively with its member jurisdictions and agencies on a variety of planning studies that impact the regional system. This includes the regional planning activities in section I, Corridor and Area Planning studies in section II, Interagency Coordination in section V, and Transit Planning in section VII. This UPWP provides a description of SKATS participation in these planning studies and activities as known at the time of this UPWP development. However, as these studies get underway, the roles and tasks of SKATS and its partner jurisdictions may change, as needed, by mutual consent of SKATS and the cooperating agency/jurisdiction to complete the planning work. SKATS may also enter into agreements (formal and informal) for varying degrees of cooperation

and support with other agencies such as ODOT or the other Oregon MPOs, which mutually benefit both SKATS and our partners.

In 2019, SKATS, ODOT, and the SAMTD approved an intergovernmental agreement (No. 32,794) that updated the roles and responsibilities for transportation planning in the MPO area, which incorporate changes in the federal FAST Act. (*See Appendix E*)

## Lobbying Activities

SKATS does not use federal or state funds to support lobbying activities, per 49 CFR § 20.100.

## Organization of the UPWP Document and Agency Staffing

The UPWP is organized into eight programs. These are:

- I. Regional Plans and Planning Activities
- II. Corridor and Sub-Area Plans and Studies
- III. Regional Project Programming
- IV. Regional Data and Modeling Program
- V. Interagency Coordination
- VI. Program Management and Coordination
- VII. Metropolitan Transit Planning
- VIII. ODOT Planning

Each of these programs are described in more detail including the program's budget table; the purpose and description of the program; recent past activities related to that program; and the list of tasks, activities, and products. The UPWP appendices include the MPO Cooperative Agreement; the intergovernmental agreement between the MPO, ODOT, and Salem Area Mass Transit District (SAMTD); and FHWA's and FTA's joint certification of SKATS planning process.

SKATS staff are employees of the Mid-Willamette Valley Council of Governments located in downtown Salem, Oregon. SKATS staff are primarily responsible for the first six programs described in this UPWP. SAMTD staff are primarily responsible for transit planning in section VII of the UPWP with oversight by SKATS staff for the Federal Transit Administration (FTA) Section 5303 funds that are used. An ODOT Region 2 planner provides coordination on the intergovernmental agreement (IGA) between the MPO and ODOT that funds the UPWP, [monitoring work outlined under this UPWP and approving invoices for payment](#).

## Funding for the Unified Planning Work Program

The work described in this document is funded with a combination of federal, state, and local funds. From ODOT, SKATS receives an allocation of federal planning (PL and 5303)

funds per the funding allocation arrangement between ODOT and the Oregon MPOs. Because the amount of annual federal planning (PL) funds is insufficient to fund all the necessary planning activities of the SKATS TMA, surface transportation block grant program urban funds (STBGP-U) from the SKATS Transportation Improvement Program are also used for the activities described in this UPWP.

Pages xx and yy of this document contains two funding tables: **Table 13** shows the source of funds (Federal, State match, Local match) and federal fund types (PL, STBGP-U, 5303). **Table 14** shows the allocation of funds to each of the eight programs by fund type (PL, STBGP-U, 5303).

PL, STBGP-U, and 5303 funds require a match of non-federal funds from local or state sources (10.27 percent of the total must be from non-federal funds). ODOT provides the match to the PL funds. Match for the STBGP-U funds is collected from the local jurisdictions and ODOT. About half of the 5303 funds that SKATS receives are passed through to SAMTD to do regional transit planning. SAMTD provides the required 10.27 percent local match to the 5303 funds. The amount of PL, STBGP-U, and 5303 funds budgeted for the eight program and sub-program tasks are illustrated in **Table 14** (pg. yy).

One change introduced by the Infrastructure Investment and Jobs Act of 2021 is a requirement that MPOs use at least 2.5 percent of their allotted federal PL funds on specific planning activities "... to increase safe and accessible options for multiple travel modes of people of all ages and abilities" [§ 11206(b)]. These funds are shown in **Tables 13 and 14** as "2.5% set-aside funds". SKATS will meet this requirement with staff work to develop the Metropolitan Transportation Safety Action Plan (MTSAP), for planning work to begin implementing actions in the MTSAP, as well as administrative and supporting activities for the Safe Routes to School program.

Some of the planning studies described in section II (Corridor and Area Plans and Studies) of this UPWP may be funded with STBGP-U funds from the SKATS TIP, grants from the state's Transportation Growth Management (TGM) program, or other ODOT state or federal funds. SKATS staff also use STBGP-U funds designated in this UPWP to support corridor and area planning studies, primarily through staff participation on project committees and modeling services.

## Summary of Major Planning Activities and Products in the 2024-2025 UPWP

Many of the activities listed in the UPWP are part of the continuing, cooperative, and comprehensive nature of metropolitan transportation planning. These activities include monthly MPO Policy Committee and TAC meetings, other interagency and inter-jurisdictional meetings, TIP development and monitoring (adjustments, coordination with ODOT's STIP, and project tracking), transportation data collection, model development and refinements, program administration and management, and other activities that are on a regular cycle (such as this annual UPWP development or updates of the SKATS MTP and

TIP on four-year and three-year cycles, respectively). See the end of this summary for a list of these reoccurring activities. In addition, some regional or corridor studies often take more than one year of work to complete and therefore will span more than one UPWP. As part of this UPWP, the lead agency for studies is listed and expected deliverables and their dates are provided (as applicable).

## **Major Planning Activities and Products**

The major planning activities and products in the upcoming year are highlighted in the summary below. Details of this work are provided in later sections of this UPWP.

- Starting in 2018, SKATS integrated federally required **Performance-Based Planning** in the updates of the SKATS MTP and SKATS TIP, and into other documents as appropriate. SKATS has a webpage on its website that tracks the federal Performance Measures and adopted targets.<sup>2</sup> Staff will continue to update and refine its use of performance-based planning in the updates to the MTP and TIP. The Road Safety, Transit Safety, and Transit State of Good Repair targets will also be reviewed and updated, as necessary, as they are set yearly. (See **Table 5**~~Table 4~~ for dates when targets need to be updated). A new performance rule requiring states and MPOs to establish declining targets for greenhouse gas emissions was finalized on [December 7, 12/7/2023](#), ~~however in April 2024 this rule was vacated by the federal courts.~~
- The **Metropolitan Transportation Plan (MTP)** is updated on a four-year cycle, last adopted on May 23, 2023. Tasks for this UPWP include identifying issues and work items for the 2027 MTP update such as data collection, inventory updates, public input on issues, coordinating the MPO plan with the Oregon Transportation Plan, Oregon Highway Plan, local comprehensive plans, etc.
- **FY 2024-2029 Transportation Improvement Program (TIP)** is updated every three years, last adopted by the SKATS Policy Committee on May 23, 2023, and subsequently sent to ODOT for inclusion in the State TIP (STIP) and the Governor's approval of every MPO TIP. Amendments to projects in the adopted SKATS TIP occur frequently. UPWP Section III describes the work for monitoring projects and processing amendments of the TIP and STIP, as well as TIP project tracking to help ensure funds are obligated on time, plus CMAQ program administration, and other TIP management tasks. Initial coordination with the SKATS Policy Committee and TAC to develop the FY 2027-2032 TIP will begin in fall 2024. Preliminary work such as reviewing the application process and forms may take place during this UPWP to address any new federal regulations.
- **Safety Planning** – Starting in 2009, staff began summarizing crash data received from ODOT posted crash data summaries on the SKATS section of the MWVCOG website<sup>3</sup>. ODOT developed their [Transportation Safety Action Plan \(TSAP\)](#) in 2016 and updated it in 2021. As of December 2023, SKATS is developing a **Metropolitan Transportation**

<sup>2</sup> See <https://www.mwvcog.org/transportation/page/performance-measures>

<sup>3</sup> See: <https://www.mwvcog.org/transportation/page/safety-work>



**Safety Action Plan (MTSAP)** that is scheduled for review and adoption in mid-2024. Actions from this plan will be considered for implementation. The city of Salem received a federal Safe Streets for All grant in 2024 that includes funding for updating the Salem Safety Action Plan. SKATS staff will assist by participating in the advisory committee for the plan update.

- **Climate Change Planning** – The State of Oregon continues to focus its efforts on the reduction of greenhouse gases, through actions of both the legislative and executive branches.<sup>4</sup> Changes to Oregon’s Administrative Rules – specifically Division 44 (Metropolitan Greenhouse Gas reduction targets) and Division 12 (Transportation Planning Rules) –were approved in 2022. These changes will directly affect the requirements for local government transportation planning (*See discussion on page 6*). In addition, ODOT, ODOE, DLCD and DEQ (and the commissions they report to) have been mandated to incorporate climate planning in their work and rulemaking.<sup>5</sup> Staff will continue to monitor these efforts to see how they affect the MPO planning process and the “3C” coordination.

At the local level, the city of Salem finished developing a local Climate Action Plan (accepted by council in February 2022), and the Salem Area Mass Transit District adopted [their an initial Climate Action Plan \(2022\) with plans to retain a consultant in 2024 to develop a more comprehensive plan](#)<sup>6</sup>. Both have been working on developing [emissions](#) inventories and implementing strategies.

At the federal level, ~~there is a final performance management rule<sup>7</sup> for reducing greenhouse gas pollution associated with transportation, which require states and MPOs to establish declining targets of carbon dioxide pollution from vehicles. Related to this topic,~~ the SKATS MPO started receiving new federal Carbon Reduction funds (approximately \$500,000-600,000 per year, as part of IIJA) and has programmed most of those funds to projects in the SKATS TIP.

- **Corridor and Sub-Area Planning** –
  - **Highway 22 and Highway 51 Interchange area** - ODOT and its consultant continue work on environmental assessment and design options. Updates of the

<sup>4</sup> <https://afdc.energy.gov/laws/all?state=OR#Laws%20and%20Regulations>

<sup>5</sup> <https://www.kbb.com/car-news/oregon-becomes-fifth-ev-only-state-by-2035/>

<sup>6</sup> [The initial Climate Action Plan was a basic framework, with SAMTD is currently \(December 2023\) in the process to retain a consultant to develop a more comprehensive Climate Action Plan.](#)

<sup>7</sup> ~~National Performance Management Measures: Assessing Performance of the National Highway System, Greenhouse Gas Emissions Measure. The rule requires state DOTs and MPOs to establish declining targets for GHG emissions on the National Highway System relative to the reference year (2022); MPOs have the option to support the State DOT target rather than set their own targets for the MPO. The final rule was published on December 7, 2023.~~

project will be provided to the SKATS Policy Committee and the Mid-Willamette Valley Area Commission on Transportation (MWACT)<sup>8</sup>.

### **Continuing Activities and Recurring Products**

In addition to the plans and studies described above, there are multiple activities that are completed each year or are done on a regular schedule (weekly, monthly, quarterly) or are continually performed as part of the MPOs function for transportation planning and coordination. Many of these activities are described in more detail in the sections following this summary.

- **Public Participation (for TIP, MTP, other planning activities)**
  - Public participation activities including in-person and virtual public events over the internet, online maps, and Zoom meetings.
  - Updates to the SKATS section of the MWVCOG website.
  - Update to the SKATS **Public Participation Plan** ([to be adopted by November 2025 including a 45-day public comment period](#)) and the **Consultation Process** document ([also to be adopted in 2025 with a 30-day public comment period](#)).
  - Title VI activities, and the annual Title VI and Public Participation Accomplishment Report
- **TIP Development and Maintenance**
  - Use of the new e-TIP (a new cloud-based database system co-developed for the SKATS, Central Lane, and Metro MPOs in 2022 and 2023 for better tracking of TIP projects).
  - Coordination with ODOT on STIP amendments and ODOT's Financial Plan.
  - “Annual Listing of Federally Obligated Transportation Projects” (federally required report by SKATS posted on the MWVCOG website)<sup>9</sup>.
- **Modeling and Data**
  - **Oregon Travel Study (OTS)** – A travel survey of households in Oregon will complete data collection in Spring 2024. This is a collaboration between ODOT, Oregon MPOs, and the consultant. Cleaned and processed data will be available in Fall 2024 for use in reports and to estimate new travel demand models.
  - **Travel Demand Forecasting Model improvements** - Using ODOT’s contract with travel model consultant teams, begin work on an ActivitySim travel model for SKATS with estimation using the data from the 2023 Oregon Travel Study. Tasks include implementing ActivitySim using a “donor” model to provide information needed in the estimation stages. A SKATS-specific implementation will follow after estimation for all the MPO areas within Oregon is completed.
  - Sharing and support of the travel model and population and employment forecasts to agencies/consultants, as needed.

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<sup>8</sup> See: <https://www.co.polk.or.us/cd/planning/or-22-w-expressway-management-plan>

<sup>9</sup> See: <https://www.mwvcog.org/transportation/page/obligation-reports>

- On-going collection and analysis of data related to the **Congestion Management Process (CMP)**, including updating corridor reports to reflect the past year.
  - Upkeep and sharing of the regional land use database and land use forecasts.
  - Collecting traffic count (motorized and non-motorized) data for use in the travel demand model as well as for planning studies.
  - Updates of the regional inventories, as needed.
  - Updates of the geodatabase of transportation projects, as needed.
  - Crash Information updates on the website.
- **Interagency Coordination**
    - Coordination with local jurisdictions, the Salem Area Mass Transit District, and Salem-Keizer School District, and other agencies on regionally significant planning issues
    - Coordination with state agencies (primarily ODOT and DLCD)
    - Consultation with tribal governments, as needed.
    - Transportation issues shared with MWVCOG members (“COG Connections”)
    - Participation in the Oregon Modeling Statewide Collaborative (OMSC) and its subcommittees
    - Participate and attend meetings of MPO/Transit Managers and OMPOC (Oregon MPO Consortium)
    - [Air Quality Conformity Determination \(AQCD\)](#) interagency coordination with ODOT, DEQ, EPA, FHWA, and FTA, as needed.
- **Program Management and SKATS Committees**
    - Preparation of annual MWVCOG/SKATS budgets
    - Coordinate annual funding agreements with ODOT
    - Development of the annual SKATS UPWP
    - Review and process IGA(s) with ODOT
    - Monthly agenda packet, minutes, and meeting notices of the SKATS Policy Committee (PC) and SKATS Technical Advisory Committee (TAC)
    - Semi-annual and annual reports and monthly invoices to ODOT for UPWP work
    - Annual and quarterly reports to the MWVCOG Board
    - Coordination and participation with other MPOs – quarterly MPO/Transit meetings and OMPOC meetings.
    - Self-certification of the metropolitan planning process with submission of a newly adopted TIP (about every three years)
    - Coordination with FHWA, FTA, ODOT on quadrennial planning reviews and addressing corrective actions (as needed based on the anticipated Quadrennial Review in mid-2024, subject to change).
    - Consultation using the SKATS adopted Consultation Process
    - Staff development and training
  - **Transit –tasks/activities primarily led by SAMTD staff, using share of 5303 funds**

- Cherriots Regional service planning
- Cherriots Local service planning
- Comprehensive Operational Analysis – Consultant assisted work to help the district examine and evaluate the transit system as a whole to determine potential improvements to make operations more effective and efficient. [The project is anticipated to run from January through September 2025.](#)
- South Salem Transit Center site design work (based on a site selected in May 2022)
- [Statewide Transportation Improvement Fund \(STIF\)](#) service plan
- Accessible Paths to Transit Stops
- TIP development and planning for Cherriots projects.
- Title VI [analysis](#) related to service changes and changes in fares
- Transit Signal Priority Green Light extension
- Coordination with local jurisdictions



**Table 1: UPWP Program Cost Estimates, Federal Funds, and Match Rates**

Program Section and Name	Federal Funds, PL*	<u>Federal Funds, PL 2.5% set-aside</u>	Federal Funds, STBG	Federal Funds 5303	State and Local Match Rate	State Match to PL funds	Local Match	Total
I. Regional Transportation Planning Program	212,069	<u>16,341</u>	17,946	0	10.27	24,272	2,054	<del>256,341</del> <u>272,682</u>
II. Corridor and Area Plans & Studies <sup>10</sup>	1,795	<u>0</u>	0	0	10.27	205	0	2,000
III. Regional Project Programming	170,487	<u>0</u>	0	0	10.27	19,513	0	190,000
IV. Regional Modeling and Data Program	309,569	<u>0</u>	363,407	0	10.27	35,432	41,594	750,000
V. Interagency Coordination	<del>64,818</del> <u>48,477</u>	<u>0</u>	166,291	0	10.27	5,548	19,033	<del>255,690</del> <u>239,349</u>
VI. Program Management and Coordination	201,893	<u>0</u>	40,379	138,671	10.27	23,108	<del>20,493</del> <u>4,622</u>	424,543
VII. Metropolitan Transit Planning	0	<u>0</u>	0	120,000	10.27	0	13,735	133,735
<b>Fund Source Total</b>	<del>960,629</del> <u>944,288*</u>	<u>16,341</u>	<b>588,022</b>	<b>258,672</b>		<b>108,078</b>	<del>96,908</del> <u>67,302</u>	<b>2,012,309</b>

<sup>10</sup> Corridor and Sub-area plans also receive federal funds and local match as part of the SKATS Metropolitan Transportation Improvement Program. See Section II that shows the federal funds, local match, local match rate, and total funds for these planning activities.

	* Includes the 2.5% PL set aside (of at least \$16,341 or more)							
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**Table 2: Local Jurisdictions within SKATS – Transportation System Plan Status**

Jurisdiction	Transportation System Plan	TSP's next update & notes	SKATS Involvement
City of Salem	Last amended January 13, 2020	Salem In Motion coordinated with "Our Salem" project (likely adopted in 2025 or 2026).	<a href="#">TAC participation, likely provide data and possibly modeling resources.</a>
City of Keizer	Major update: 2009. Revised June 2014	2026 is identified as part of the CFEC-related TSP updates.	<a href="#">TAC participation, likely provide data and possibly modeling resources.</a>
City of Turner	Section 9.700 of Comprehensive Plan updated in 2011	A TGM grant was awarded in fall 2021. TSP update began in 2023. Adoption is scheduled for <del>late</del> <a href="#">early</a> 2025 <del>4</del> .	<a href="#">Staff is on the TAC for the project.</a>
Marion County	Last adopted 2005 Partially updated 2012	Future update and re-adoption, TBD, per CFEC rules.	<a href="#">TAC participation, likely provide data and possibly modeling resources.</a>
Polk County	Last adopted in 2009 Partially updated in 2004	No current schedule for an update.	

**Table 3: Status of MPO Documents**

**Table 3: Status of MPO Documents**

	Plan Name	Last Update	Next Update & Date of Adoption by Policy Committee
Yearly	<a href="#">Annual Listing of Obligated Projects Report</a>	FY2023 Obligation Report – December 2023.	FY2024 Obligation Report in December 2024.
Yearly	<a href="#">Unified Planning Work Program (UPWP)</a>	2024-2025 UPWP will be adopted in April 2024.	2025-2026 UPWP to be adopted in April 2025.
Three Years	<a href="#">Metropolitan Transportation Improvement Program (MTIP)</a>	FY 2024-2029 MTIP adopted May 23, 2023.	To be adopted <u>May 2026</u> : FY 2027-2032 MTIP adoption.
Three Years	<a href="#">Air Quality Conformity Determination for MTIP</a>	Adopted May 2023 for the 2024-2029 MTIP. Approved by FHWA/FTA on September 25, 2023 for the FY 2024-2029 MTIP.	To be adopted <u>May 2026</u> as part of 2027-2032 MTIP update.
Three Years	<a href="#">Title VI Plan</a>	Approved by SKATS Policy Committee in November 2023.	To be updated in <u>October 2026</u> .
Four Years	<a href="#">Metropolitan Transportation Plan (MTP) (formerly the “RTSP”)</a>	2023-2050 MTP adopted May 23, 2023.	To be adopted in <u>May 2027</u> : 2027-205x MTP.
Four Years	<a href="#">Air Quality Conformity Determination for MTP</a>	Adopted May 2023 for the 2023-2050 MTP. Approved by FHWA/FTA on September 25, 2023 for the 2023-2050 MTP update	To be adopted <u>May 2027</u> at the same time as the 2027-205x MTP.
Four Years	TMA Planning Certification Review (USDOT)	Certification Report Issued February 8, 2021.	Scheduled for <u>April-November 2024</u> (tentatively).

Four Years	<a href="#">Public Participation Plan</a>	Adopted November 23, 2021	To be adopted <u>November 2025</u> .
Four Years	<a href="#">Consultation Process for use During the Development of the SKATS MTP and TIP</a>	Adopted June 2021.	To be reviewed, updated, and adopted by <u>November 2025</u> .
Four Years	<a href="#">Congestion Management Process (CMP)</a>	Adopted September 27, 2022.	Review, updated, and adopted by <u>October 2026</u> .
As needed	<a href="#">Metropolitan Intelligent Transportation System Plan</a>	Adopted August 2005.	Project list is reviewed and updated before each MTP update. The ITS Plan is updated as necessary.
TBD	<a href="#">Metropolitan Transportation Safety Action Plan</a>	Scheduled for Summer 2024.	Update cycle to be determined during the development of the initial Plan.

## Development of the SKATS UPWP

Development of the SKATS Unified Work Program (UPWP) is a multi-month process beginning in the Fall with a review of the current UPWP and discussion with both the SKATS Policy Committee (PC) and Technical Advisory Committee (TAC) to understand the regional planning efforts that are likely proposed to take place in the coming fiscal year. Staff prepares a draft for review by the TAC and PC in early January and provides a draft document to ODOT, FHWA and FTA for review before the review meeting typically held in mid-to-late February.

As the draft document is included in the agenda packets for both the TAC and PC and posted to the SKATS section of the MWVCOG website, the public has a chance to review the document. Public comment is available during the monthly PC meetings. All the comments received will be entered into a “Comment Log”, the document will be revised, final financial estimates and other edits to the document will be completed, and then presented to the SKATS PC at their March or April meeting for adoption. The adopted document is placed on the SKATS section of the MWVCOG website and ODOT is notified. The SKATS Public Participation Plan does not call for explicit public outreach events during the development of the UPWP.

## Amendments to the SKATS UPWP

Should the UPWP need to be amended, staff will work with ODOT, FHWA and FTA, and the local jurisdictions as necessary to determine what changes are needed, followed by discussion with the SKATS Technical Advisory Committee and Policy Committee. For changes that are not minor corrections, staff will compile the needed changes and have them reviewed and approved by the Policy Committee. The revised UPWP will be shared with ODOT and the federal agencies and reposted on the MWVCOG website.

## SKATS Planning Certification Review and Resolution of Corrective Actions

As an MPO with a population of over 200,000 persons, the MPO is classified as a **Transportation Management Agency (TMA)**. Every four years<sup>11</sup>, a team from the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) conduct a Certification Review of the Transportation Planning Process for the SKATS TMA.

The most recent certification review took place in June 2020 among FHWA, FTA, staff from the SKATS TMA, as well as staff from ODOT and Salem Area Mass Transit District Transit (Cherriots). FHWA and FTA issued the final Certification Report on February 8, 2021. This 2021 Certification Review Report included six corrective actions (with due dates), six recommendations, and three commendations (see **Appendix C**).

On March 10, 2021, FHWA and FTA reviewed the findings in the final report with staff from SKATS, ODOT, and Cherriots (the public transportation provider in the Salem Metropolitan Area) to ensure understanding of the findings and federal actions, deadlines, and expectations. FHWA and FTA presented the findings to the SKATS Policy Committee on March 23, 2021. Since 2021, SKATS has worked to address each of the corrective actions, as discussed below.

**Corrective Actions 1 & 2: Metropolitan Transportation Plan (MTP).** These two corrective actions required SKATS by May 31, 2023 to:

- a) Prepare a system performance report that evaluates the condition and performance of the transportation system.
- b) To document the consultation undertaken during the MTP update.

The MTP was updated and adopted by the SKATS Policy Committee on May 23, 2023. An email was sent to ODOT staff detailing the work completed as part of the update to address these corrective actions. ODOT staff reviewed the work and on December 20, 2023 submitted a letter (dated December 19, 2023) to FHWA/FTA, stating their agreement that the corrective actions for the MTP had been addressed by SKATS. [On February 2, 2024, a letter from FHWA and FTA concurred, and noted that FHWA and FTA staff have determined that Corrective Actions 1 and 2 have been sufficiently addressed.](#)

**Corrective Actions 3, 4, and 5: Congestion Management Process (CMP).** The three corrective actions for the CMP directed SKATS to:

- a) Implement a congestion management process that provides greater emphasis on multimodal performance measures, includes effective management and operation, and is based on a cooperatively developed and implemented metropolitan-wide

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<sup>11</sup> The next FHWA/FTA Certification Review of SKATS is scheduled for November 2024.  
draft UPWP 2024-2025 v6-forPCadoption - version for printing

strategy.

- b) Establish a coordinated program for data collection and system performance monitoring.
- c) Document methods to identify an implementation schedule, implementation responsibilities, and assessment of the effectiveness of implemented strategies.

The CMP was updated and adopted by the SKATS Policy Committee on September 27, 2022. A memo was prepared outlining how each Finding of the Corrective Actions were addressed and sent to ODOT for review. ODOT concurred that the revisions addressed the corrective actions and sent a letter to FHWA and FTA on March 10, 2023, recommending the close out of Corrective Action 3.

Subsequently, on December 20, 2023 ODOT submitted a letter (dated December 19, 2023) to FHWA/FTA, detailing how the three corrective actions for the SKATS CMP had been addressed by SKATSs. In this letter, ODOT is recommending that FHWA and FTA close out the two corrective actions associated with the MTP and the three corrective actions associated with the CMP. [On February 2, 2024, a letter from FHWA and FTA concurred, and noted that FHWA and FTA staff have determined that Corrective Actions 3, 4, and 5 have been sufficiently addressed.](#)

**Corrective Action 6: Consultation Process.** This corrective action directed SKATS to complete their guiding document for consultation (*Consultation Process for use During Development of the SKATS RTSP and TIP*) by May 31, 2022, and to include “more explicit information on procedures for Tribal government consultation ...”. The document was revised as requested and adopted by the SKATS Policy Committee on July 27, 2021. A memo was prepared for ODOT, FHWA, and FTA detailing the Finding of the Corrective Action was addressed. ODOT staff reviewed the work and submitted a letter to FHWA and FTA on August 26, 2021, recommending that this corrective action had been addressed. FHWA and FTA agreed that the corrective action had been sufficiently addressed in their letter to ODOT and SKATS dated May 5, 2022.

[As of February 2024, all corrective actions identified in the 2020 Certification Review have been addressed.](#)



# I. Regional Plans and Planning Activities in SKATS

**Table 4: Regional Plans and Planning Activities Funding Table**

Work Items	PL funds  Includes match	PL 2.5% set aside  Fed amount only, no match required	STBGP-U funds  Includes match	5303 funds  Includes match	Total Budget Estimate
Public Participation Program	20,000		0	0	20,000
Performance -Based Planning	50,000		0	0	50,000
Metropolitan Transportation Plan (MTP)	5,000		0	0	5,000
Congestion Management Process	50,000		0	0	50,000
Metropolitan Safety Planning	40,000	<del>16,341</del> 0	20,000	0	<del>76,341</del> 60,000
Transportation Conformity Determinations	3,000			0	3,000
Safe Routes to School Planning	<del>10,000</del> 68,341	<del>42,000</del> 16,341	0	0	<del>52,000</del> 84,682
Total	<del>178,000</del> 236,341	<del>58,341</del> 16,341	20,000	0	<del>256,341</del> 272,682
	<del>Total PL = 236,341</del>				

## Purpose:

Described in this section are the core activities and products for addressing regional transportation planning in the Salem-Keizer area. Since federal regulations were issued in 2016, SKATS staff has integrated **performance-based planning** into the existing planning activities and plans, as required by MAP-21 and FAST Act (and in 23 CFR §450.300). The two main products that are reviewed by the public – ***the Metropolitan Transportation Plan (MTP) and the Transportation Improvement Program (TIP)*** – represent the long-range and short-term guiding documents for transportation investments, respectively. Recent updates of the MTP and TIP in 2023 were developed to comply with **performance-based planning** regulations and the latest FHWA/FTA

guidance documents. Public participation is a required activity for all of SKATS' planning work, particularly for the update of the MTP and TIP and SKATS develops public engagement plans for each update.

**PL 2.5% Set-Aside funds** – the Infrastructure Investment and Jobs Act of 2021 added the requirement that MPOs use at least 2.5 percent of their allotted federal (Planning) PL funds on specific planning activities “... to increase safe and accessible options for multiple travel modes of people of all ages and abilities” [§ 11206(b)]. These funds are shown in **Table 4** as “PL 2.5% set-aside”. SKATS will meet this requirement with staff work to complete and adopt the Metropolitan Transportation Safety Action Plan (MTSAP), for planning work to begin implementing actions in the MTSAP, as well as administrative and supporting activities for the Safe Routes to School program. Other uses may include updating sidewalk and bikeway inventories to identify where complete streets exist or do not exist.

#### Previous Work in Regional Planning:

- **2020 Census and Expansion of the MPA** – the Salem urban area was modified as a result of the 2020 U.S. Decennial Census, principally ~~to~~ adding areas to the east of the 2010 Metropolitan Planning Area (MPA), including the city of Aumsville. In 2023 ~~and 2024~~, staff worked with the SKATS committees and local jurisdictions to define the Federal Aid Urban Boundary (FAUB) and the SKATS Metropolitan Planning Area boundary. Discussions have been ongoing about potential changes to the MPO Policy Committee (PC), regarding adding the city of Aumsville to the PC and whether ~~the~~ city of Salem should get an additional member ~~and/or vote~~ on the PC.
- **Congestion Management Process (CMP)** – Data on travel times and delays for the CMP corridors in 2023 were collected using the RITIS platform and added to the corridor reports available on the SKATS Transportation Hub. The ~~draft-adopted~~ CMP ~~is was still awaiting~~ reviewed by FHWA/FTA ~~and determined to on whether the document~~ addresses the corrective actions identified in 2020.
- SKATS staff and the contracted consultant worked on the draft **Metropolitan Transportation Safety Action Plan (MTSAP)**. Completed tasks include a survey of the public (over 800 people) to get their concerns about traffic safety in the SKATS area, reviewing crash data, identifying crash trends and contributing factors, determining Emphasis Areas for the MTSAP, identifying a High Injury Network, and beginning to select strategies and performance measures for the MTSAP. Work on the MTSAP began in September 2022 and is scheduled for adoption in ~~midfall~~-2024.
- The **Transportation Improvement Program (TIP)** was adopted on May 23, 2023 by the SKATS Policy Committee. Work since adoption includes numerous amendments to reflect changing cost estimates for the projects underway.
- The **Metropolitan Transportation Plan (MTP)** was updated and adopted on May 23, 2023 by the SKATS Policy Committee. The MTP ~~is awaiting was~~ reviewed by FHWA/FTA ~~on whether the document and determined to~~ addresses the correction actions identified in 2020.
- The **Safe Routes to School program** was started for the Salem-Keizer School



District area in 2020. In 2023-2024 a new SRTS Assistant was hired, pedestrian and bicycle safety classes were being offered to elementary schools, and walk to school events (including walking school buses) were coordinated.

#### Tasks for 2024-2025:

### **1. Public Participation Program (PPP)**

- a) Develop and conduct public participation activities and materials for MTP and TIP updates or amendments, as needed, following the process documented in the ***adopted SKATS Public Participation Plan***, as per 23 CFR §450.316.
- b) Identify innovative public outreach and engagement techniques for consideration to be included in the 2025 update to the Public Participation Plan.
- c) Document PPP activities and use the PPP's Measures of Effectiveness (MOE) for public participation.
- d) Use the MWVCOG website to post SKATS committee agendas and minutes, post updates of documents, and provide other SKATS-related information.
- e) Use the MWVCOG Facebook page for notifications and postings of activities.
- f) Use the SKATS Transportation Hub to provide information and background material.
- g) Continue to post monthly PC meeting videos to YouTube.
- h) PPP informational materials, participation activities, media placements, internet postings, etc., will be documented during the year and provided to ODOT in a **SKATS Annual Accomplishment Report on Title VI and public participation activities** for the year (delivered to ODOT by October 2024).

### **2. Performance-Based Planning (PBP)**

- a) Discuss potential targets for the federal performance measures, as appropriate, for Road Safety, Transit Safety, and Transit State of Good Repair with ODOT and SAMTD. Adoption by the Policy Committee is scheduled for within six-months after ODOT and SAMTD adopt their targets. Note that SAMTD targets are only updated/adopted by SKATS on years when the MTP or the TIP is updated. The ~~A~~ proposed federal rule for including a performance measure for on CO<sub>2</sub> (carbon dioxide) tailpipe emissions for travel on the National Highway System (NHS) has been was enacted by FHWA in December 2023. However, in March 2024 a federal court in Texas negated the rule, and FHWA indicated that consistent with the Court's decision, States and MPOs are not required to submit initial targets and reports at this time. In mid-April 2024 the Senate passed a resolution to overturn the performance measure, and SKATS will work with ODOT and others (as necessary) to develop the required targets and document the process by July August 6, 2024 (180 days after ODOT submitsted their GHG target on February 8, 2024s).

- b) Amendments and updates to the MTP and TIP will document how projects

added to those plans help to achieve SKATS' Performance Targets.

MAP-21 introduced important changes to how federally funded transportation planning will be conducted. It mandated a **performance-based planning (PBP) paradigm**, which specifies data-driven project selection and tracking of the performance of the regional system for better accountability and transparency of how federal funds are spent. All MTP/TIP plans or amendments adopted after May 27, 2018, need to be compliant with PBP requirements. As part of PBP, **a set of national goals** were defined with the associated performance measures to track progress toward meeting these goals.

There are three highway/road-related groups of performance measures and two transit-related groups of performance measures (*see tables below*). The rules and measures were finalized in 2016 and 2017 by FHWA and FTA<sup>12</sup>. SKATS established the initial performance measure targets in consultation with ODOT or SAMTD and chose to support the targets either ODOT or SAMTD selected (*see table below*). The TIP was updated to include the adopted targets and included a discussion of how the projects in the TIP are helping to achieve the targets. Deadlines for setting SKATS targets and how frequently they need to be updated are illustrated in **Table 5** and **Table 6** below<sup>13</sup>.

The second performance reporting period for the Pavement, Bridge, and System Performance measures began in 2022. During the 2022-2023 fiscal year, SKATS coordinated with both ODOT and SAMTD, as appropriate, to either establish the targets for use within SKATS during the second reporting period (2022-2026) and to report on the targets that have been previously defined. During this UPWP period (2024-2025), SKATS staff will continue the process to inform and work with the Policy Committee, the TAC, and the public about the change to performance-based planning and how that will change the development of the MTP and TIP. Setting yearly targets will be coordinated with ODOT and SAMTD during this fiscal year as well as required. This work will continue into subsequent years.

The following [information tables](#) illustrates a summary of the Performance Measures applicable to the SKATS TMA; when ODOT, SAMTD, and SKATS targets are due; and how often the target is required to be updated.

**Table 5: Road-related Federal Performance Measures**

Performance Measure	Performance Measure Information	ODOT or SAMTD Initial	SKATS Initial Targets due	MPO update frequency; next	SKATS is supporting target specified by:
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<sup>12</sup> The Greenhouse Gas emissions performance measure was finalized in 2023.

<sup>13</sup> Targets and other information on the performance measures and targets is available at: <https://www.mwvcog.org/transportation/page/performance-measures>

		<b>Targets due</b>		<b>update due date</b>	
PM 1: Road Safety	Five required measures with targets	Aug 31, 2017	Feb 27, 2018	Every year	ODOT
PM 2: Pavement & Bridge	4-year targets for: Interstate pavement, non-interstate NHS pavement, NHS bridge	May 20, 2018	Nov 16, 2018	Every 4 years – 2022, 2026, 2030 ...	ODOT
PM 3: System Performance	4-year targets for: NHS travel time reliability, Freight reliability, CMAQ Traffic Congestion and On-Road Mobile Source Emissions, Peak Hour Excessive Delay, and Percent Non-SOV travel. Greenhouse gases (GHG).	May 20, 2018	Nov 16, 2018; 2022 for Peak Hour Excessive Delay and Percent Non-SOV Travel. <del>July August 6, 2024 for GHG (or 180 days after ODOT submitted their targets).</del>	Every 4 years - 2022, 2026, 2030 ...	ODOT for all but the PHED and Non-SOV measures.  SKATS developed targets for the Peak Hour Excessive Delay and Percent Non-SOV Travel measures.  <del>SKATS will adopt GHG targets by July 2024 (or 180 days after ODOT submits their targets)</del>

**Table 6: Transit-related Federal Performance Measures**

<b>Performance Measure</b>	<b>Performance Measure Information</b>	<b>ODOT or SAMTD Initial Targets due</b>	<b>SKATS Initial Targets due</b>	<b>MPO update frequency; next update year</b>	<b>SKATS is supporting target specified by:</b>
Transit Related Safety	Three required measures with targets	July 20, 2020	January 16, 2021	Every TIP or MTP update	SAMTD
Transit State of Good Repair	Conditions of buses and facilities/capital equipment	January 1, 2017	June 30, 2017	Every TIP or MTP update	SAMTD

### 3. Metropolitan Transportation Plan (MTP) Update

- a) The next update of the plan will be due by May 2027.
- b) Tasks for the 2024-25 UPWP include identifying issues and work items for the 2027 plan update (e.g., data collection, inventory updates, public input on issues, coordinating the MPO plan with the Oregon Transportation Plan and other modal plans, local comprehensive plans, etc.)
- c) Coordination between agencies (ODOT, Transit) about updating the SKATS ITS Architecture and ITS plan.

### 4. Congestion Management Process

- ~~a) In September 2022, the SKATS Policy Committee adopted the revised Congestion Management Process document. The CMP was revised based on input from the FHWA/FTA/ODOT Corrective Action Team. As of January 2023, that version of the CMP has been reviewed by ODOT and submitted to FHWA and FTA for a final determination.~~
- ~~b) a) For 2024-25, SKATS staff continue to use the RITIS data collection and [analysis](#) platform for [collecting-analyzing](#) travel times, bottlenecks, and other information along CMP corridors. (*See also section IV on data and reporting.*)~~
- ~~e) b) Work with the SAMTD to devise means of capturing, analyzing, and presenting transit ridership and other collected data to support analysis of the CMP corridors.~~
- ~~d) c) Continue to collect traffic volumes via traffic video cameras on the major regional arterials.~~
- ~~e) d) Schedule meetings of the local jurisdictions and SKATS Committees to review congestion data and discuss potential strategies, following the steps in the CMP.~~

### 5. Metropolitan Safety Planning

- a) Work with regional agencies on final completion of the **Metropolitan Transportation Safety Action Plan** and coordination for implementing recommendations from the MTSAP.
- b) Work with ODOT and SAMTD to update the data needed to determine the targets for the federal safety performance measures; present to the SKATS Policy Committee.
- c) Update the crash data dashboards on the MWVCOG website.
- d) Update the maps showing locations of safety projects implemented within SKATS.
- e) Attend safety training workshops, webinars, etc.
- f) Discuss collaborations with ODOT, SAMTD, and local jurisdictions on safety education and messaging initiatives.
- g) Coordinate with city of Salem on their safety planning work associated with [the](#) federal Safe Streets for All grant [awarded in 2023](#).

### 6. Transportation Conformity Determinations

- a) Prepare Air Quality Conformity Determinations for updates of the TIP and MTP, as needed.
- b) Continue interagency conformity consultation discussions with federal, state, and local agencies (as necessary).
- c) Monitor EPA changes to the federal transportation conformity regulations, National Ambient Air Quality Standards (NAAQS) (including possible new ozone standards) and MOVES model.

## 7. Safe Routes to School

The Salem-Keizer Safe Routes to School (SRTS) program is funded through a separate IGA with ODOT, using federal funds primarily from the SKATS TIP for the SRTS program. UPWP funds will be used for administrative, management and support activities associated with the program.

## II. Corridor and Sub-Area Plans and Studies

**Table 7: Corridor and Sub-Area Planning Funding Table**

	PL Funds (includes match)	STPBG-U Funds (includes match)	5303 funds (includes match)	<b>Total Budget</b>
Total	2,000	-	-	2,000

### Purpose:

This program includes corridor and area studies within SKATS that use federal funds and/or receive assistance from SKATS staff (providing data, running the travel model, serving on project management teams or other committees, etc.). These studies are undertaken to identify land use and/or transportation issues, develop and evaluate alternatives, and determine (as warranted) recommended infrastructure projects that should be included in state and local transportation plans and the SKATS MTP. Some of these corridors and sub-areas were identified in previous versions of the SKATS MTP as “outstanding issues,” while others were more recently identified for study by the local jurisdiction or region.

23 CFR 450.318 states that “an MPO(s), State(s), or public transportation operator(s) may undertake a multimodal, systems-level corridor or subarea planning study as part of the metropolitan transportation planning process.” Planning studies are meant to provide the analysis, public discussion, and agency review that is necessary to identify a preferred solution. Some of the following planning studies require work over several years or in separate phases.

### Previous Work in Corridor and Sub-Area Plans and Studies:

- Cordon / Kuebler Corridor Study and Management Plan – completed in 2023 [and final document published in 2024.](#)

#### Ongoing Work in Corridor and Sub-Area Plans and Studies:

##### **1. OR 22W / OR 51 Interchange and Corridor Study/Project**

- Lead: Oregon DOT  
 Starts: On-going  
 Completion: 2025  
 Funding: Provided by ODOT in STIP (includes funds from SKATS)  
 Tasks: Over the next 12 months and beyond **ODOT** will be working on;
- putting together a 15% design package (now until May 2024)
  - undertaking a value engineering study (May 2024 through to September 2024)
  - undertaking an Environmental Assessment to comply with NEPA (this is the major activity from September 2024 through September 2025)
  - SKATS to provide model info (as requested) and keep the SKATS Policy Committee updated on progress.

### **III. Regional Project Programming**

**Table 8: Regional Project Programming Funding Table**

Work Items	PL funds (includes match)	STBGP-U funds (includes match)	5303 funds (includes match)	Total (includes match)
TIP Development, Amendments, and Adjustments	60,000			60,000
TIP Project Development Tracking	60,000			60,000
TIP Management System	60,000			60,000
CMAQ Program and Carbon Reduction Program	10,000			10,000
<b>Subtotal</b>	<b>190,000</b>			<b>190,000</b>

Purpose:



To develop a program of regionally significant transportation investments over a 6-year period (with the last two years as illustrative). The Transportation Improvement Program (**TIP**) is prepared following federal regulations for TIPs (23 CFR 450.326) and includes a financial plan. Revenue projections are coordinated with ODOT.

Transportation projects within SKATS that receive federal funding during the first four years of the TIP are required to be listed, as well as other regionally significant projects that use non-Federal funds.

The SKATS TIP is usually updated every three years to correspond with the update of the Oregon Statewide Transportation Improvement Plan (STIP). In the Salem-Keizer area, updates and amendments to the TIP are prepared by SKATS staff -- in cooperation with FHWA, FTA, ODOT, SAMTD, and the local jurisdictions – under the review and approval of the SKATS Policy Committee. Updates and amendments to the TIP follow the procedures for public review as described in the **SKATS Public Participation Plan**. According to the Cooperative Agreement (**Appendix A**), the TIP must be unanimously approved by the SKATS Policy Committee.

Amendments to the TIP are processed on a frequent basis. The TIP's **Management Procedures** - including the timing for public review of amendments - are described in the TIP. SKATS staff work with staff from local jurisdictions and ODOT to track the progress of projects funded in the TIP.

In coordination with ODOT, Oregon's three Transportation Management Areas (TMAs) – Portland Metro, SKATS, and Central Lane – are required to meet obligation targets. Rewards (from any redistribution funds received by ODOT) will be provided to TMAs that meet or exceed the targets, while penalties are imposed for not meeting the targets.

As a Carbon Monoxide Maintenance Area, SKATS is a recipient of Congestion Mitigation and Air Quality Improvement Program (CMAQ) funds. Projects in the SKATS TIP that are proposed to use CMAQ funds must show how the project will reduce carbon monoxide (CO). The process used to calculate the CO reduction must be submitted to ODOT and sent to FHWA or FTA for their concurrence.

#### Previous Work in Regional Project Programming:

- In February 2023, a **draft FFY 2024-2029 SKATS TIP** was completed for final public review. Responses from the public were shared with the SKATS Policy Committee.
- The Policy Committee adopted the SKATS FFY 2024-2029 Transportation Improvement Program and associated Air Quality Conformity Determination (AQCD) on May 23, 2023.
- Continued coordination with ODOT and other TMAs in order to improve the obligation rate of federal funds.
- Processed 64 TIP modifications (including full amendments requiring public participation, no amendments required an AQCD) from October 1, 2022, to September 30, 2023.

- Participated in a consultation group with ODOT's Climate Office staff on development of Oregon's Carbon Reduction Strategy Plan (federally required by IIJA), which included policies and projects for using Carbon Reduction funds in the TIP and STIP.
- Coordinated with ODOT staff on development of the FY 2024-2027 STIP (particularly for ODOT projects within the SKATS area), including public review of the STIP. Incorporated performance-based planning in project selection and evaluation.
- Due to cost escalation of projects (reflected in recent bids being substantially higher than programmed funds) the SKATS Policy Committee adopted a policy to commit available funds in the TIP to complete projects before adding funding to any new projects in the FFY 2024-2027 timeframe until a time when the financial picture changes.
- SKATS, Central Lane MPO, and Portland Metro continued development and implementation of the electronic TIP (e-TIP), using Eco Interactive's Project Tracker system.

#### Tasks:

### **1. TIP Development, Amendments, and Adjustments**

#### **a. Maintenance Activities for the Adopted FFY 2024-2029 TIP**

- Coordinate with the ODOT Region 2 STIP Coordinator on TIP and STIP changes for projects within the SKATS MPO area.
- Check that projects in the adopted TIP match the adopted STIP.
- Check that projects in the adopted TIP are correctly specified in ODOT's Financial Plan (updated regularly).
- Revise, when necessary, the adopted SKATS TIP (via amendments, adjustments, or administrative modifications) based on new federal or non-federal funding availability and/or changes in projects as they proceed with their development, which happens frequently.
- Follow the TIP's *Management Process* for all TIP revisions.
- Follow SKATS PPP (Public Participation Plan) for any TIP Amendments.
- Attend quarterly STIP/TIP meetings.
- Work with ODOT and SAMTD to organize data for the required *Annual List of Obligated Projects Report* (per 23 CFR 450.334) which shows which projects (or project phases) have been obligated by FHWA or have received an FTA grant.

#### **b. Begin development of SKATS FFY 2027-2032 TIP**

- Work with ODOT on Revenue Estimates for the upcoming TIP timeframe including scenarios where the current appropriations bill is either extended or replaced.



- Monitor impacts of cost escalations on currently funded projects and subsequent availability of future funds.
- Outline and discuss next steps in TIP development process with SKATS TAC and Policy Committee.
- Revisit project applications submitted during FFY 2024-2029 TIP call for projects that have not yet been funded.
- Adopt approach for selecting new projects while ensuring sufficient funds to cover the costs of current projects.
- Based on the decisions in the steps noted above, prepare a schedule for new project proposals (pre-applications and full applications), updated and resubmittal of previous project applications, review by TAC and Policy Committee, project scoring process and criteria, public review and comment of projects, and developing the final 2027-2032 TIP.

## **2. TIP Project Development and Tracking**

- Regularly meet with ODOT's Local Area Liaisons (LALs) and staff from the local jurisdictions and agencies to help with any coordination work needed to move projects forward.
- Act as a liaison between federal agencies, ODOT, SAMTD, and local jurisdictions to resolve delays in project development.
- Assist with Intergovernmental Agreements (IGAs), as necessary.
- Track project status and funding in ODOT's Financial Plan.
- Track the obligation status of projects and project phases. Coordinate with local jurisdictions, ODOT, and others to meet obligation targets.

## **3. TIP Management System Enhancements**

- Move from soft-launch to full utilization of the e-TIP Management System in Eco-Interactive's Project Tracker.
- Work with Central Lane MPO, Portland Metro and Eco-Interactive to make ongoing refinements to the Project Tracker e-TIP Management System.

## **4. CMAQ Program Administration**

- Work with local project sponsors and ODOT staff on documenting the selection and emission reduction benefits of proposed CMAQ projects.
- As with other TIP projects, keep tabs on CMAQ projects as far as TIP and STIP entries and obligation of funds.
- Develop targets for CMAQ specific performance measures (***See section I.2, Performance-Based Planning***).

## **5. Carbon Reduction Program Administration**

- As part of the Infrastructure Investment and Jobs Act (IIJA) of 2021, SKATS

received federal funds associated with the Carbon Reduction Program of the IIJA. In 2022 and 2023, SKATS staff participated in a consultation group with ODOT's Climate Office staff on development of Oregon's *Carbon Reduction Strategy Plan* (federally required by IIJA), which includes policies and strategies for using Carbon Reduction funds in the TIP and STIP. Carbon Reduction funds for 2022-2025 have been programmed in the SKATS TIP. Staff will continue to coordinate with ODOT and USDOT on this topic to comply with the requirements of this program.

## IV. Regional Modeling and Data Program

**Table 9: Regional Modeling and Data Program Funding Table**

Work Items	PL funds (includes match)	STBGP-U funds (includes match)	5303 funds (includes match)	Total (includes match)
Regional Population and Employment Data and Forecasts	10,000	10,000		20,000
Census Data and Forecasts	10,000	10,000		20,000
Travel Demand Model Data, Forecasts, Refinement	170,000	315,000	-	485,000
Household Travel and Activity Surveys	85,000	-		85,000
Use of RITIS System	30,000	30,000		60,000
Systems Monitoring and Reporting	40,000	40,000	-	80,000
<b>Subtotal</b>	<b>345,000</b>	<b>405,000</b>	-	<b>750,000</b>

### Purpose:

This work element provides for the collection of data, model development and refinements, and use of the travel model to support planning processes in the region. It includes: development of population and employment forecasts and allocations (for the MTP and travel model); transportation demand modeling; data collection (e.g., traffic counts, the crash database), system monitoring and reporting (e.g., Transportation Disadvantage report); the planning and implementation of a coordinated household travel survey; and data collection associated with performance-based planning, regional indicators, and performance measures associated with the Congestion Management Process. This work element also includes activities to refine the sources of data; methods of collection, storage, and analysis; and methods for reporting.

### Previous Work in Modeling and Data:

- Coordination with other Oregon MPOs and ODOT on a new Household Activity Survey. Phase 1 ran from October 2021 until December 2021 to define the *scoping* of the project. Phase 2 which started in January 2022 ran through June 2022 and was dedicated to the *design* of the survey instrument, the methods to be used and testing. Phase 3, Implementation, takes place from Spring 2023 to Summer 2024.
- Meetings with ODOT and other partners to prepare for development of an activity-

based travel demand model.

- Use of the Regional Travel Demand Model for planning studies, including the Cordon Road Corridor Study and City of Salem’s “Our Salem” study. In 2022, the model was used in the development of the MTP and the Cherriots *Long Range Transit Plan*.
- Validated the model to reflect post-COVID transit ridership and align with the T-BEST model used by SAMTD as part of their *Long Range Transit Plan*.
- Developed online presentation of transportation systems and potential generators of vehicular congestion.
- Updated the crash database and the online presentation of the data.
- SKATS updated a GIS inventory of sidewalks along regional corridors and collectors in 2023. A similar inventory was completed in 2021 and updated in 2023 for regional bike facilities. The Regional Sidewalk Report shows facilities and gaps by jurisdiction, by road types, and the summary of the construction of new sidewalks between 2005 and 2023.
- Used RITIS to produce new tables, figures, and maps for use in the Regional Operational Characteristics Report (ROCR).
- Updated the base year GIS land use data (to 2021), include Comprehensive Plan Designations.
- Developed the SKATS long-range (20+ year) forecast and allocated to TAZs (Transportation Analysis Zones) in coordination with the local jurisdictions, using a Land Use Working Group.
- Presented forecasts to SKATS Committees for approval and use in the MTP update.
- Developed a PostgreSQL database to hold the traffic counts collected through Salem’s Regional Traffic Control Center.

### Tasks for 2024 - 2025

Beginning in the fall of 2023 and continuing into 2024 is the task of revising the workflows and products of this work element to reflect the revised MPA boundary and inclusion of Aumsville into SKATS. This provides an opportunity to examine and revise existing workflows to use newer methods and better align the products with the needs of SKATS and the member jurisdictions. Some workflows, such as the travel demand model, will require more effort and it needs to be determined whether it is feasible and appropriate to update the existing model *and* develop the new Activity-based Model. Level of effort estimates for many of these tasks is still being developed.

#### **1. Regional Population and Employment Forecasts**

- a. When the SKATS Metropolitan Planning Area (MPA) boundary is adopted, SKATS will update its modeling area to include the changes to the boundary, collect data in the new areas to use for the travel model, and develop forecasts for the new areas.
- b. Analysis of state, county, and regional forecasts, particularly those developed by Portland State University’s Population Research Center (PRC) for the shared Salem-Keizer UGB. The next PRC update cycle is Fall 2024, with final forecast by

June of 2025.

- c. Gather and summarize building permit data and state QCEW (Quarterly Census Employment and Wages) data (formerly known as ES-202 employment data).
- d. Create the household (HIAs) and employment data for use as input to the travel model.
- e. Share population, employment, and TAZ ([transportation analysis zone](#)) forecasts with ODOT and local jurisdictions for planning studies, as needed.

## 2. Census Data

- a. Evaluate [American Community Survey \(ACS\)](#) ~~5~~five-year or similar products as they are released (*as needed*).

## 3. Travel Demand Forecasts and Refinements

- a. Refinement, calibration, and update of the regional travel demand code (modules).
- b. Develop current and future year networks for the regional travel demand forecasting model (*as needed*, typically as part of the update of the MTP).
- c. Forecasts for regional, area, and corridor planning studies (*see section II*)
- d. Coordination with the Oregon Modeling Steering Committee and its Modeling Program Coordination subcommittee on improvements to MPO models and coordination between statewide and MPO models.
- e. Work with ODOT to use the consultants available to estimate and implement an instance of ActivitySim for use [with](#)in SKATS. This work will build on the previous work to develop a design for ActivitySim that will be consistent statewide and use the OHAS/OTS data for estimation. Actual tasks for 2024-2025 will depend on consultant availability and when the OHAS/OTS data will be ready for use in estimation. This will be a multi-year project.
- f. Produce maps and tables of models results (*as needed*).
- g. To be determined is whether, and how, SKATS staff will be involved with Salem, Keizer, and Marion County in their Regional Scenario Planning work and specifically the use and upkeep of the VisionEval strategic model used for that work.

## 4. Household Activity and Travel Survey

- a. Coordinate with ODOT, other MPOs, and the OMSC Travel Survey Subcommittee and the project consultant on data analysis from the Oregon Travel Study ([OTS](#)). Prepare the data for use in estimating new travel demand models. Prepare reports of travel within SKATS and the surrounding area for public and committee use.

## 5. Use of RITIS System

- a. Collection of data to support the SKATS Congestion Management Process (CMP) using the RITIS tool (which uses INRIX data) as provided through ODOT's contract with the CATT Lab at the University of Maryland.
- b. Use RITIS data to describe the current operation of CMP corridors.
- c. Use RITIS data for reporting on federal performance measures.
- d. Include RITIS data on the Congestion Management webpage in reports for each corridor as appropriate.

## 6. System Monitoring, Inventories, and Reporting

- a. Update and maintain regional systems inventories required by [MAP-21/FAST federal transportation planning rules](#), including regional streets, sidewalks, bike facilities, transit, and other transportation-related infrastructure inventories, as appropriate, in GIS format.
- b. Update and maintain the Access database of future transportation projects (committed, included, and illustrative) proposed for the SKATS regional road system and used in preparing updates to the MTP.
- c. Maintain the geodatabase and map (on the MWVCOG website) of completed transportation projects on the regional system, including projects funded over the years through the SKATS TIP.
- d. Traffic counts: continue to collect counts via Salem's video cameras.
- e. Maintain and update the Regional Sidewalk inventory.
- f. Maintain the database of crash locations and crash related information within the SKATS study area. Update the crash data in the online maps and tables (using [Tableau PowerBI](#) or similar software) on the MWVCOG website.
- g. Update the table of the indicators and performance measures defined in Chapter 3 of the SKATS 2023-2050 MTP. Refine the indicators, as needed. Update the reporting of the federal performance measure targets on the webpage as appropriate to reflect targets that are updated yearly (e.g., Roadway Safety).
- h. Update the **Regional Operational Characteristics Report (ROCR)** that describes travel conditions on the region's roadways based on travel time data, traffic counts, transit ridership, and collision information.
- i. Evaluate techniques for visualization of data and research best practices and test for applicability with SKATS data sources and customers.
- j. Continue to work with Cherriots on methods to collect transit ridership from the ITS equipment installed on buses. Data will be useful for model calibration and for the performance measure for the Congestion Management Process (CMP).
- k. Continue to investigate additional methods of data collection, storage, and analysis regarding characteristics of all travel in and through the region, whether located on the regional system or not. This may include the purchase, and use, of new tools and data sources from private providers, as appropriate.
- l. Continue to monitor data sources identifying disadvantaged populations with both internal and external maps and indices for continued work in equity and environmental justice analysis.





## V. Interagency Coordination

**Table 10: Interagency Coordination Funding Table**

Work Items	PL funds (includes match)	PL 2.5% set aside  Fed amount only, no match required	STBGP-U funds (includes match)	5303 funds (includes match)	Total (includes match)
<b>Interagency Coordination</b>	<b>54,025</b>	<del>16,341</del> <b>0</b>	<b>185,324</b>		<del>255,690</del> <b>239,349</b>

### Purpose

In order to ensure that SKATS maintains a continuing, cooperative, and comprehensive (“3C”) planning process it is necessary to coordinate and/or participate (both SKATS staff and/or SKATS Policy Committee members) in various transportation planning committees, transportation plan updates, transportation studies, and other meetings with other agencies. This includes coordination with ODOT and other state agencies, federal agencies (FHWA, FTA), state and area commissions (Oregon Transportation Commissions, MWACT) and the local jurisdictions and districts within SKATS. In addition, staff participate in other local or statewide committees and groups on either a regular or as-needed basis.

The tasks in this section lists the interagency coordination that SKATS staff expects to engage in during the 2024-2025 UPWP. However, during the year additional studies, planning issues, and other committees may require the participation by SKATS staff or the SKATS Policy Committee.

Lastly, Federal regulations (23 CFR 450.314) require the development of an agreement between SKATS, ODOT, and the Salem Area Mass Transit District (SAMTD) on roles and responsibilities for each agency to carry out metropolitan transportation planning and metropolitan financial planning processes. This agreement (IGA #32794) was updated and executed on February 7, 2019, and is included as an appendix (**Appendix E**) to this UPWP.

### Tasks

1. Corridor plans, facility plans and other planning projects and activities within SKATS, particularly work as listed in Section II Corridor and Area Plans.



2. ODOT's [Statewide](#) Planning Section: coordinating and/or [providing](#) comment on the updates to statewide Policy Plans, including the following (date shows anticipated year of completion):
  - Oregon Freight Plan (small update in December 2022, comprehensive policy update in 2026)
  - Oregon Highway Plan (2024 and 2025)
  - Oregon's Carbon Reduction Strategy Plan (finalized fall 2023) – MPOs are a major section in this plan
3. Coordination and assistance on local transportation planning studies and transportation system plan updates, transportation committees, and coordination groups. Includes **Complete Streets planning work**<sup>14</sup> to develop a network of active transportation facilities and improving access to public transportation. [Other work includes:](#)
  - Salem Transportation System Plan update
  - Turner Transportation System Plan update
  - Salem Safety Action Plan update
  - Regional Planning to comply with Transportation Planning Rule requirements
  - First mile/last mile planning work with SAMTD<sup>15</sup>
  - Salem area STP funding committee (5311 funds for the Salem MSA area)
  - Oregon Safe Route to School Network
  - MTIP/STIP Quarterly meetings
4. Collaboration with other MPOs and Transit agencies in Oregon
  - Oregon Metropolitan Planning Organization Consortium (OMPOC)
  - Quarterly meetings of Oregon MPO/Transit agencies
  - Monthly meetings with Salem-[Keizer Area Mass](#) Transit [District](#) staff
5. Modeling and Surveys
  - Participate in the Oregon Modeling Statewide Collaborative (OMSC) and their related transportation modeling, research, and ad-hoc subcommittees.
  - Participate with ODOT and other MPOs in the Oregon Household Activity Survey / Oregon Travel Study (*See section IV*) and any follow-on surveys and/or data processing tasks.
6. Air Quality

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<sup>15</sup> See section VII (Metropolitan Transit Planning) and the task Accessible Paths to Transit Stops  
draft UPWP 2024-2025 v6-forPCadoption - version for printing

- Interagency coordination with EPA, DEQ, ODOT, etc. for consultation on Air Quality Conformity Determinations (AQCDs) for updates to the TIP and/or MTP, as needed.

#### 7. Changes to State and Federal Legislation or Regulations

- Coordination with ODOT, FHWA, and FTA on potential changes in federal regulations or legislation and their impacts to MPOs, including any that may arise with a new surface transportation act.
- Work with agencies and jurisdictions on impact of state legislation and regulations (particularly the update of Oregon's Transportation Planning Rule) that impact transportation planning within SKATS.

## VI. Regional Program Management & Coordination

**Table 11:** Regional Program Management and Coordination Funding Table

Work Items	PL funds (includes match)	STBGP-U funds (includes match)	5303 funds (includes match)	Total (includes match)
Admin, Program Management, Personnel	175,000	20,000	154,543	349,543
Unified Planning Work Program	15,000	15,000	-	30,000
Required Reporting	10,000	10,000	-	20,000
Staff Development and Training	25,000	-		25,000
<b>Subtotal</b>	<b>225,000</b>	<b>45,000</b>	<b>154,543</b>	<b>424,543</b>

### Purpose:

This work element provides for the overall program management and coordination for the MPO planning program. It also includes administration support, technology support, UPWP development, required reporting, and professional development and training.

### Tasks:

#### **1. Administration of MPO Program (On-going)**

[a. Update Cooperative Agreement and Bylaws for the SKATS Policy Committee and Technical Advisory Committee in coordination with the SKATS Policy Committee to reflect the 2020 Salem Urban Area.](#)

~~a.b.~~ Perform general program management and supervisory functions

~~b.c.~~ Develop budget and staffing needs for the SKATS MPO program.

~~c.d.~~ Coordinate on annual MWVCOG budget.

~~d.e.~~ Monitor MPO expenses and invoices to ODOT.

~~e.f.~~ Participate in annual MWVCOG audit including Transportation Program.

#### **2. Program Support and Maintenance (On-going)**

a. Provide staff support to the SKATS MPO Policy Committee, SKATS Technical Advisory Committees, and other planning committees and work groups.

b. Scheduling and arrangements of meetings of the SKATS Policy Committee, Technical Advisory Committee, inter-agency meetings and others.

c. Create and distribute materials (meeting minutes, notifications, agendas,

- packets, schedules, documents, etc.) for meetings.
- d. Review and update agreements including UPWP IGA with ODOT and the 5303 Pass-Through agreement with the Salem Area Mass Transit District.
  - e. Orientation of new Policy Committee members, including Title VI orientation (training or presentations).
  - f. Have in place a Title VI Plan and Assurances including discrimination complaint forms and procedures for handling discrimination complaints (last updated in November 2023 and endorsed by the SKATS Policy Committee).
  - g. Review and update technology software, including those for enhancing public participation/attendance consistent with the strategies identified in the Public Participation Plan (PPP).
  - h. Supervise the purchase/lease of equipment to ensure efficiency in MPO activities.
  - i. Purchase new and update existing software to maximize staff productivity and allow a multitude of capabilities.
  - j. Maintaining and updating the MPO section of the MWVCOG's website.

### **3. Personnel Management**

- a. Manage transportation personnel (*on-going*)
- b. Recruit and train staff (*as needed*)

### **4. UPWP Development and Management**

- a. Implement the FY 2024-2025 UPWP
- b. Coordinate the closeout of the FY 2023-24 UPWP (per ODOT-MPO protocols)
- c. Starting in October 2024, begin development of the FY2025-2026 UPWP, submit draft documents to review agencies and incorporate comments into final UPWP (per ODOT-MPO protocols)
- d. Process amendments to the adopted UPWP (*as necessary*)
- e. Process budget revisions to the adopted UPWP (*as necessary*)

### **5. Required Reporting**

- a. Participate in the process for resolution of corrective actions associated with the Federal Planning Review Certification, including work of the Certification Action Team (*as necessary, see discussion on page 15*).
- b. Prepare UPWP semi-annual and annual Progress Reports and monthly invoices and submit to ODOT.
- c. Prepare annual Title VI and Public Participation Accomplishment Report and submit to ODOT's Office of Civil Rights (November, annually).
- d. Maintain and update Title VI complaint process and report to ODOT of any Title VI complaints.

## **6. Professional Development and Training**

- a. MPO Transportation Director and Policy Committee member attendance at meetings of the Oregon MPO Consortium (OMPOC) (approximately 3 times per year) and other regional or statewide planning and transportation forums.
- b. Attend workshops, conferences, and training sessions to facilitate the planning process and provide staff with the necessary education to maintain and acquire professional certifications; including geographic information systems, transportation planning, congestion management, public participation, modeling, community livability/sustainability and other relevant subjects.

## VII. Metropolitan Transit Planning (49 USC 5303 and 23 CFR 450)

**Table 12: Metropolitan Transit Planning Funding Table**

Work Items	PL funds (includes match)	STBGP-U funds (includes match)	5303 funds (includes match)	Total (includes match)
Regional Transit System Planning	-	-	75,000	75,000
Regionally Significant Project Planning	-	-	46,735	46,735
Transportation Improvement Program	-	-	2,000	2,000
General Regional Planning Coordination & TSP	-	-	10,000	10,000
<b>Subtotal</b>	<b>0</b>	<b>0</b>	<b>133,735</b>	<b>133,735</b>

49 USC Section 5305(d) provides the authority to use federal funds to support the development of the metropolitan transportation system plan, metropolitan TIP, and in designated TMAs (like SKATS), addressing congestion management. The general and specific requirements for these activities are described in 49 USC Section 5303.

Under MAP-21, the State is the designated recipient of 5303 funds; and the State is required by law to distribute these funds to urbanized areas (SKATS is the subrecipient) for transportation planning in the metropolitan planning areas. By separate contract, SKATS passes-through the majority of these 5303 funds to Salem Area Mass Transit District (SAMTD) to assist SKATS with metropolitan planning issues, particularly areas involving public transit planning. Specific guidance on eligible activities, metropolitan planning requirements, and roles and responsibilities are found in FTA Circular 8100.1C “Program Guidance for Metropolitan Planning and State Planning and Research Grants” (dated September 1, 2008). The joint FTA/FHWA Metropolitan Planning regulations are found at 23 CFR Part 450.

Metropolitan planning includes development of the long-range system planning and shorter-range planning studies that support the integrated management of a multi-modal transportation system and facilities. Transit planning plays a key role as part of this multi-modal system, including:

- Development and implementation activities of the 2043 Long-Range Transit Plan (completed December 2022);
- Coordination and review of transit projects and programs included in the SKATS TIP;
- Coordinating transit planning with other transportation planning studies and land

use studies serving the SKATS metropolitan area or connecting to the SKATS area;

- Coordination and review of the transit components of the SKATS regional travel demand model, including modeling with the Transit Boardings Estimation Simulation Tool (TBEST), which is maintained by the SAMTD Planning Department;
- Designing transit services and Transportation Demand Management (TDM) programs to better meet the mobility needs of the community;
- Financial planning;
- Coordination of emissions benefit estimates for any transit-supported CMAQ funds; and
- Designing operational and management strategies to improve the performance of existing transportation facilities to relieve vehicular congestion and maximize the safety and mobility of people and goods (part of the congestion management process (CMP)).

The 5303 Planning Work Program activities comprise only a portion of SAMTD's overall planning work. SAMTD uses other federal, state, and district funds for planning and management of their programs. For many years, SKATS has provided a portion of their federal surface transportation block grant program funds (STBGP) in the SKATS TIP for the TDM activities that are provided by SAMTD. In addition, STBGP funds in the TIP are currently programmed for transit project development.

Each year SAMTD staff identifies specific Section 5303 public transportation planning tasks that they will accomplish.

#### Previous Work in Transit System Planning:

- Completed and adopted the district's first **Long-range Transit Plan project (LRTP)** in December 2022.
- Continued planning and development work for the South Salem Transit Center.
- Activities related to establishing a new electronic fare card program (E-Fare) for the District, including Title VI analysis for this project.
- Work on signal prioritization to provide green light extension and queue-jump signal control.
- Work on the 2024-2025 Statewide Transportation Improvement Fund (STIF) project selection.

### **Summary of Major Planning Activities and Products for FY 2023-2024**

- **Metropolitan Transit Planning**
  - **Regional Transit System Planning**
    - **Cherriots Local Service Planning** – Monitor and report on Local service and adjust service where possible to maintain reliability. Work with local partners to ensure collaboration on projects that affect each partner.



- **Cherriots Regional Service planning** – Monitor and report on regional service and adjust service where possible to maintain reliability. Work with regional partners to ensure collaboration on projects that affect each partner
- **Comprehensive Operational Analysis** – Work with [a consultant group](#) to complete an analysis to 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. [The consultant is anticipated to be on board in January 2025 and the project is expected to be completed in September 2025.](#)
- **Regional Significant Project Planning**
  - **South Salem Transit Center** – Support the planning process for property acquisition and design phase of the project. Planning will also support future planning efforts for funding for building the center.
  - **Statewide Transportation Improvement Fund (STIF) service plan** – Developed service plan for the 2026-27 biennium funding source for all of the District’s service area.
  - **Accessible Paths to Transit Stops** – Evaluate District transit stops throughout the Salem Area Mass Transit District service area in order to create a priority list of stops that have accessibility issues. The evaluation will look at what barriers exist at the transit stops as well as any barriers to navigating (e.g., walking, rolling, biking) to and from the transit stops. This priority list will then be used to help inform funding opportunities to improve overall access to transit. It will also help inform other jurisdictions on transit access needs.
- **Transportation Improvement Program (TIP)**
  - Develop and help with planning efforts for Cherriots projects that will be included in the TIP.
- **General Regional Planning Coordination**
  - **Title VI** – 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 implementing our first corridor for signal priority for transit buses on Lancaster Drive. Plan the second phase corridor for deployment.

- Coordination with local organizations / agencies on projects affecting transit service in Cherriots service area.

## VIII. ODOT Planning Assistance

ODOT staff provide support to SKATS and other jurisdictions and agencies in the region on coordination of their transportation planning processes. Specific activities include:

1. Coordination of MPO planning activities within all departments in ODOT;
2. Policy and technical coordination with SKATS; the cities of Salem, Keizer, and Turner; and Polk and Marion Counties in the development of land use and transportation plans and planning studies;
3. Support for the SKATS MTP amendment and refinement process;
4. Participate in the development and coordination of and between the SKATS TIP and ODOT STIP;
5. Assistance in development of Unified Planning Work Program;
- ~~6. Review of SKATS documents to determine if they meet the corrective actions identified in FHWA/FTA's 2021 Certification Review of the SKATS Transportation Planning Process;~~
- 7.6. Development and execution of agreements and scopes of work for funding and specific planning projects.

UPWP table 13

FEDERAL AND STATE FUNDING FOR TRANSPORTATION PLANNING PROGRAMS FOR OREGON'S  
URBANIZED AREAS

FEDERAL FISCAL YEAR 2024 (State Fiscal Year 2025)

FUND TYPE	FEDERAL SHARE	STATE MATCH	LOCAL MATCH	TOTAL
Total PL (not including 2.5% setaside)	944,288.39	108,078.03	0.00	1,052,366.42
Total 2.5% PL Set Aside Complete Streets Planning Activities: BIL § 11206(a)	16,340.82	0.00	0.00	16,340.82
Total STGB funds	588,022.17	0.00	67,301.77	655,323.94
Total 5303 funds	258,672.02	0.00	29,606.17	288,278.19
Salem-Keizer-Turner Total	1,807,323.40	108,078.03	96,907.94	2,012,309.37

Sharing of the 5303 funds Between SAMTD and SKATS			
Federal 5303 provided from ODOT	\$ 258,672		89.73%
Local match required	\$ 29,606		10.27%
total (fed + match)	\$ 288,278		100.00%
how 5303 funds are split between SKATS and SAMTD			
federal 5303 to SAMTD	\$ 120,000	46%	89.73%
match (provided by SAMTD)	\$ 13,735		10.27%
total available to SAMD	\$ 133,735		
federal 5303 to SKATS	\$ 138,671	54%	89.73%
match (provided by SAMTD)	\$ 15,872		10.27%
total available to SKATS	\$ 154,543		

FUND TYPE	FEDERAL SHARE	STATE MATCH	LOCAL MATCH	TOTAL
Salem-Keizer-Turner MPO Agreement No. PR24(202)				
FY 2025 PL (#21861)	611,085.13	69,941.43	0	681,026.56
FY 2023 PL Savings (Move from #21840 to #21861)	351,247.65	40,201.87	0	391,449.52
ODOT - subtracts Year 3 payment for e-TIP from FY2024 PL funds (to #22674 for e-tip payments)	-18,044.39	-2,065.26		-20,109.65
total PL	944,288.39	108,078.03	0.00	1,052,366.42
FY 2025 PL 2.5% set aside for Safe & Access Transportation Options (#21861)	16340.82		0	16,340.82
FY 2025 STBG (#21861)	400,000.00		45,781.79	445,781.79
FY 2023 STBG Savings (Move from #21840 to #21861)	186,022.17		21,519.98	209,542.15
total STBG	588,022.17		67,301.77	655,323.94
FY 2025 5303 Funding (#21861)	208,658.01		23,881.84	232,539.85
FY 2023 5303 Saving (Move from #21840 to #21861)	50,014.01		5,724.33	55,738.34
total 5303	258,672.02		29,606.17	288,278.19
Salem-Keizer-Turner Total	1,807,323.40	108,078.03	96,907.94	2,012,309.37

**UPWP Budget By Tasks and Fund Source**  
(Updated: April 8, 2024)

UPWP Table 14

	PL		STBGP-UJ +		MWVCOG		SAMTD		MWVCOG + SAMTD All Funds
	+ match	set aside	+ match	+ match	5303	+ match	5303	+ match	Total
<b>I Regional Transportation Planning Program</b>									
1 Public Participation Program	20,000								20,000
2 Performance-Based Planning	50,000								50,000
3 Metropolitan Transportation Plan (MTP)	5,000								5,000
4 Congestion Management Process	50,000								50,000
5 Regional Safety Planning	40,000			20,000					60,000
6 Transportation Conformity Determinations	3,000								3,000
7 Safe Routes to School Planning & Administration	68,341	16,341							84,682
<b>Subtotal</b>	<b>236,341</b>	<b>16,341</b>		20,000					<b>272,682</b>
<b>II Corridor and Area Plans &amp; Studies</b>									
1 Corridor Road Corridor Study and Management Plan	2,000								2,000
<b>Subtotal</b>	<b>2,000</b>								<b>2,000</b>
<b>III Regional Project Programming</b>									
1 TIP Development, Amendments, and Adjustments	60,000								60,000
2 TIP Project Development Tracking	60,000								60,000
3 TIP Management System	60,000								60,000
4 CMAQ Program and Carbon Reduction	10,000								10,000
<b>Subtotal</b>	<b>190,000</b>								<b>190,000</b>
<b>IV Regional Modeling and Data Program</b>									
1 Regional Population & Employment Data & Forecasts	10,000		10,000						20,000
2 Census Data and Forecasts	10,000		10,000						20,000
3 Travel Demand Model Data, Forecasts, Refinement	170,000		315,000						485,000
4 Household Travel and Activity Surveys	85,000								85,000
5 Use of RITS System	30,000		30,000						60,000
6 Systems Monitoring and Reporting	40,000		40,000						80,000
<b>Subtotal</b>	<b>345,000</b>		405,000						<b>750,000</b>
<b>V Interagency Coordination</b>									
Interagency Coordination	54,025		185,324						239,349
<b>VI Regional Program Management</b>									
1,2,3 Admin, Program Management and Personnel Management	175,000		20,000	154,543					349,543
4 Unified Planning Work Program	15,000		15,000						30,000
5 Required Reporting	10,000		10,000						20,000
<b>Subtotal</b>	<b>250,000</b>		45,000	154,543					<b>424,543</b>
<b>VII Metropolitan Transit Planning</b>									
1 Regional Transit System Planning								75,000	75,000
2 Regionally Significant Project Planning								46,735	46,735
3 Transportation Improvement Program								2,000	2,000
4 General Regional Planning Coordination & TSP								10,000	10,000
<b>Subtotal</b>								133,735	<b>133,735</b>
<b>TOTAL (federal + match)</b>	<b>1,052,366</b>	<b>16,341</b>	<b>655,324</b>	<b>154,543</b>				<b>133,735</b>	<b>2,012,309</b>
Funds available to SKATS spend -->	\$ 1,052,366	\$ 16,341	\$ 655,324	\$ 154,543				\$ 133,735	\$ 2,012,308

NOTE: These figures are estimates. Minor changes to these figures which do not change the scope of work will not require an amendment to this program.

# **Agenda Item F**

## **TIP Modifications**

SKATS Policy Committee

April 23, 2023

Action Requested:

Informational Item

	2024-2029 SKATS TIP Modifications (Since March 2024)									
	Date	Key Number	Project Name	Project Sponsor	MTIP Modification Number	Total Project Cost Before	Total Project Cost After	SKATS Discretionary Funds Before	SKATS Discretionary Funds After	Description of Modification
1	3/26/2024	21879	Pedestrian Safety Improved Crossings (Salem)	Salem	24-5	\$1,400,000	\$1,900,000	\$1,227,684	\$1,227,684	Add \$500,000 in local overmatch to cover increased cost estimates. Update project locations to match where work will be taking place.
2	3/26/2024	23029	Northwest Oregon 2024-2027 ADA curb ramp design, phase 2	ODOT	24-6	\$10,710,000	\$8,000,000	\$0	\$0	Transfer \$2,710,000 from the Preliminary Engineering phase of K23029 (funds reserve) to the Preliminary Engineering phase of K22985.
3	3/26/2024	21911	Transit Urban (5310) Formula Program 2023 SKT	SAMTD	24-7	\$317,500	\$471,198	\$0	\$0	Increase the project allocation listed in the TIP by \$153,698 (\$122,958 Federal; \$30,740 local match) to match actual apportionment.
4	3/26/2024	22728	Northwest Oregon curve warning upgrades (2027)	ODOT	24-8	\$529,423	\$1,351,310	\$0	\$0	Expand project scope to include locations in the SKATS planning area, add \$821,881, and update project name to reflect changes.
5	3/27/2024	21902	Transit Urban (5307) Formula Capital Projects 2021 SKT	SAMTD	24-AA8	\$1,587,833	\$1,587,833	\$0	\$0	Slip Other phase to FFY25
6	3/27/2024	21903	Transit Urban (5307) Formula Capital Projects 2022 SKT	SAMTD	24-AA9	\$2,171,819	\$2,171,819	\$0	\$0	Slip Other phase to FFY25
7	3/27/2024	21909	Transit Urban (5307) Formula Capital Projects 2023 SKT	SAMTD	24-AA10	\$2,212,588	\$2,212,588	\$0	\$0	Slip Other phase to FFY25
8	3/27/2024	21913	Transit Urban (5307) Formula Capital ADA PM 2024 SKT	SAMTD	24-AA11	\$3,998,665	\$3,998,665	\$0	\$0	Slip Other phase to FFY25
9	3/27/2024	21914	Transit Urban (5307) Formula Capital Projects 2024 SKT	SAMTD	24-AA12	\$2,504,585	\$2,504,585	\$0	\$0	Slip Other phase to FFY25
10	3/27/2024	21915	Transit Urban (5307) Formula-Operating 2024 SKT	SAMTD	24-AA13	\$2,934,800	\$2,934,800	\$0	\$0	Slip Other phase to FFY25
11	3/27/2024	21916	Transit Urban (5310) Formula Program 2024 SKT	SAMTD	24-AA14	\$322,500	\$322,500	\$0	\$0	Slip Other phase to FFY25
12	3/27/2024	22356	South Salem Multi-Modal Transit Facility	SAMTD	24-AA15	\$3,628,191	\$3,628,191	\$0	\$0	Slip Right of Way phase to FFY25
13	4/8/2024	21913	Transit Urban (5307) Formula Capital ADA PM 2024 SKT	SAMTD	24-AA16	\$3,998,665	\$3,499,124	\$0	\$0	Decrease project allocation listed in TIP by \$499,541 (\$339,633 Federal; \$99,908 local match) to match actual apportionment.
14	4/8/2024	21914	Transit Urban (5307) Formula Capital Projects 2024 SKT	SAMTD	24-AA17	\$2,504,585	\$2,337,613	\$0	\$0	Decrease project allocation listed in TIP by \$166,972 (\$133,578 Federal; \$33,394 local match) to match actual apportionment.
15	4/8/2024	21915	Transit Urban (5307) Formula-Operating 2024 SKT	SAMTD	24-AA18	\$2,934,800	\$2,334,694	\$0	\$0	Decrease project allocation listed in TIP by \$600,106 (\$300,053 Federal; \$300,053 local match) to match actual apportionment.