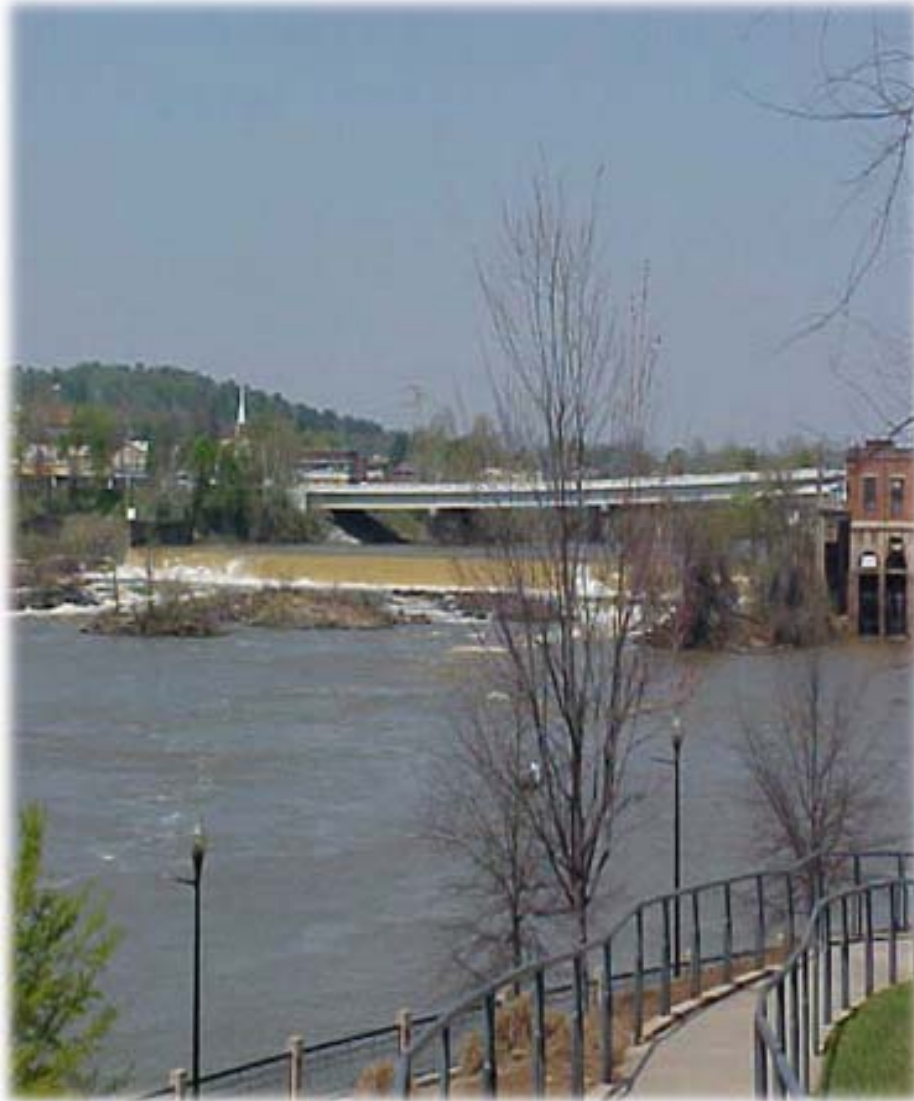


Columbus-Phenix City
Unified Planning Work Program
FY 2010



Prepared By
The Columbus – Phenix City Metropolitan Planning Organization
In Cooperation With
Federal Highway Administration
Federal Transit Administration
Georgia Department of Transportation
Alabama Department of Transportation

May 29, 2009

Columbus-Phenix City Transportation Study Participants

Subject: The FY 2010 Unified Planning Work Program

It is a pleasure to present the FY 2010 Unified Planning Work Program. The MPO Technical Staff (Columbus Transportation Planning Division) in coordination with the Technical Coordinating Committee (TCC) prepared this document. Involvement of the private sectors and general public also contributed towards the preparation of the FY 2010 Unified Planning Work Program.

The Unified Planning Work Program is the guideline for all funding categories for C-PCTS in the Fiscal work year of 2010. All transportation planning activities are identified in the UPWP and addresses concerns and comments received from the committee representatives during the document development and review process to insure that transportation planning accomplishes the goals and objectives established for the area. Since FY 1997 the entire list of MPO Committees, Memorandum of Understanding and the MPO organizational By-Laws are integrated into the UPWP. This will ensure the MPO's planning is in compliance with C-PCT's public involvement plan.

The same approach used in the past by the C-PCTS, a team approach, has been initiated to work with local officials, state and federal agencies, civic groups and interested citizens, to insure that the best and most comprehensive transportation solutions, alternatives and plans will be implemented.

In conclusion, this document addressed all comments received from the federal and state review process and from the MPO's public involvement process. Furthermore, this document meets all planning criteria specified by SAFETEA-LU and is now ready for adoption by the Policy Committee.

Respectfully,

Lynda R. Temples
Principal Transportation Planner
Transportation Planning Division

**RESOLUTION
COLUMBUS-PHENIX CITY TRANSPORTATION STUDY
POLICY COMMITTEE**

**ENDORSEMENT OF THE FISCAL YEAR 2010
UNIFIED PLANNING WORK PROGRAM**

WHEREAS federal regulations for urban transportation planning issued in June 1983 requires that the Metropolitan Planning Organization (MPO), in co-operation with participants in the planning process, develop annually a Unified Planning Work Program (UPWP); and

WHEREAS the Department of Planning has been designated by the Governors of Alabama and Georgia as the Metropolitan Planning Organization for the Columbus and Phenix City urbanized areas; and

WHEREAS the UPWP is consistent with all plans, goals, and objectives of the MPO, and reflects changes in program emphasis and funding availability; and

WHEREAS the MPO has made efforts (as required by Federal Transit Administration) to obtain the participation of private transit operators in the development and implementation of transit-related projects in the UPWP; and

WHEREAS the urban transportation planning regulations require that the UPWP be a product of a planning process certified as in conformance with all applicable requirements of the laws and regulations; and

WHEREAS the Columbus Department of Planning, the Georgia Department of Transportation, and the Alabama Department Transportation have reviewed the organization and activities of the planning process and found them to be in conformance with the requirements of the laws and regulations.

NOW, THEREFORE, BE IT RESOLVED that the Columbus-Phenix City Transportation Study (C-PCTS) Policy Committee endorses the Unified Planning Work Program (UPWP) for Fiscal Year 2010: and:

BE IT FURTHER RESOLVED that the C-PCTS Policy Committee finds that the requirements of laws and regulations regarding urban transportation planning have been met and authorizes its chairman to execute a joint certification of this fact with the Georgia Department of Transportation, the Alabama Department of Transportation, the Federal Transit Administration, and the Federal Highway Administration.

Mayor Jim Wetherington, Chairman
Policy Committee

Date

TRANSPORTATION PLANNING COMMITTEES

POLICY COMMITTEE

VOTING: Mayor Jim Wetherington, Columbus – Chair
Sonny Coulter, Phenix City – Vice-Chair
Rick Jones, Director of Planning, Columbus
Mervin Dudley, Chairman, Russell County Commission
Bill English, Chairman, Lee County Commission
Major General Michael Ferriter, Commander, Fort Benning
Gerald Ross, Interim Commissioner, Georgia DOT
Sam Wellborn, Georgia State Transportation Board
DeJarvis Leonard, Fourth Division Engineer, Alabama DOT
Anne Marie Turner, Chairman, Citizens Advisory Committee

ADVISORY: Thomas Howell, District Engineer, Georgia DOT
Mr. Mark D. Bartlett, Division Administrator, FHWA, Alabama
Rodney N. Barry, P.E. Division Administrator, FHWA, Georgia
Matthew Fowler, Office of Planning, Georgia DOT
Robert J. Jilla, Multi-modal Transportation Engineer, Alabama DOT

TECHNICAL COORDINATING COMMITTEE

VOTING: Rick Jones, Director of Planning, Columbus, Chair
Felton Grant, Transportation Planning Coordinator, Columbus
Robert Hughes, Transportation Planning Engineer, Georgia DOT
David Millen, Pre-Construction Engineer, Georgia DOT
Steve Haynes, Assistant Division Engineer, Alabama DOT
Larry Kite, Russell County Engineer
Neal Hall, Lee County Engineer
Vacant, Board of Commissioners, Chattahoochee County
Saundra Hunter, Director of METRA, Columbus
David Arrington, Deputy City Manager, Columbus
Ron Hamlett, Traffic Engineer, Columbus
Angel Moore, City Engineer, Phenix City
Wallace Hunter, City Manager, Phenix City
Patti Cullen, Executive Director, Lower Chattahoochee RDC
Kenneth Holloway, Chief of Master Planning, Fort Benning
Ken Cush, Division Traffic Engineer, Alabama DOT
Mark Oropeza, Director, Columbus Airport
Dr. Emmanuel C. Oranika, Metropolitan Planning Engineer, Alabama DOT

ADVISORY: Andrew Edwards, Planning Team Leader, and FHWA, GEORGIA
Carlos Gonzalez, Transportation Planner, FHWA, Georgia
Suzanne Burnette, Lee-Russell Council of Governments
Wayne Pittman, Area Engineer, Georgia DOT

Technical Advisory Committee Continued:

Bob Jilla, Transportation Engineer, Alabama DOT
Vance Beck, District Engineer, Alabama DOT
Anne Marie Turner, Chairman, Citizens Advisory Committee
Tom Queen, District III Planning & Program Engineer, Georgia DOT
Steve Kish, Multi-modal Planning Division, Georgia DOT
DeJarvis Leonard, Fourth Division Engineer, Alabama DOT
David Harris, Federal Highway Administration

CITIZENS ADVISORY COMMITTEE

VOTING: Anne Marie Turner, Columbus – Chair
Doug Jefcoat, W.C. Bradley - Columbus – Vice-Chair
Becky Carter, Columbus
Myles Caggins, Columbus
Russell Taylor, Mayor’s Committee for the Handicap - Columbus
Sally Bork Lasseter, Columbus
Teresa Tomlinson, Columbus
John Woodward, Columbus
Jim Pound, Columbus
Chance Corbett, Phenix City
Wanda Jenkins, Columbus
Patrick McHenry, Columbus
Barbara Phillips Tolbert, Columbus
Jeremy Scott Hobbs, Columbus

ADVISORY: Rick Jones, Director of Planning - Secretary
Harold Bryant, Columbus Chamber of Commerce
Nell Johnson, METRA
Ronald Johnson, Transportation Division, Fort Benning

GOALS AND OBJECTIVES

Goal #1: ***DEVELOP A TRANSPORTATION SYSTEM INTEGRATED WITH PLANNED LAND USE.***

OBJECTIVE A. Promote the orderly development of the region by providing transportation services to those areas where growth is planned.

OBJECTIVE B. Discourage development in conservation or preservation areas by limiting access to those areas.

OBJECTIVE C. Promote the revitalization of the urban core through improved accessibility.

OBJECTIVE D. Promote the redevelopment of the urban fringe through improved accessibility.

Goal #2: ***DEVELOP A TRANSPORTATION SYSTEM THAT IS FINANCIALLY AND POLITICALLY FEASIBLE, WITH BROAD PUBLIC SUPPORT.***

OBJECTIVE A. Provide a financially balanced plan based on realistic funding availability.

OBJECTIVE B. Provide a plan that works to preserve existing facilities and operate them more efficiently.

OBJECTIVE C. Prepare a plan where total benefits exceed total costs.

OBJECTIVE D. Prepare a plan that reflects the involvement of the general public.

Goal #3: ***DEVELOP A TRANSPORTATION SYSTEM THAT WILL ALLOW EFFECTIVE MOBILITY THROUGHOUT THE REGION AND PROVIDE EFFICIENT MOVEMENT OF PERSONS AND GOODS.***

OBJECTIVE A. Provide a plan that works to relieve existing congestion and prevent it in the future.

OBJECTIVE B. Provide a transportation plan that realizes the importance of public transportation in meeting travel needs.

OBJECTIVE C. Provide a plan which positions public transportation as a viable alternative to single occupant vehicles, through routing and scheduling changes and other system improvements.

OBJECTIVE D. Provide a plan that addresses consideration of non-motorized travel modes such as bicycles and pedestrians.

OBJECTIVE E. Provide a plan that allows for an efficient system of intra-city freight movements, which does not conflict with the circulation of traffic.

Goal #4:

DEVELOP A TRANSPORTATION SYSTEM THAT WILL ENHANCE THE ECONOMIC, SOCIAL AND ENVIRONMENTAL FABRIC OF THE AREA, USING RESOURCES WISELY, WHILE MINIMIZING ADVERSE IMPACTS.

OBJECTIVE A. Provide a plan that increases job accessibility through improved transportation systems.

OBJECTIVE B. Provide a plan that ensures that new transportation facilities result in disruption or displacement of residential or commercial areas only when the benefit to the community at large outweigh the costs and where no viable alternative exists.

OBJECTIVE C. Provide a plan that works to ensure transportation facilities avoid historic areas and structures, and other environmentally sensitive areas, while providing access when desired.

OBJECTIVE D. Provide a plan to enhance the appearance of transportation facilities whenever possible.

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A. OVERVIEW OF THE TRANSPORTATION PLANNING PROCESS

As the Metropolitan Planning Organization for the Columbus-Phenix City Metropolitan Area, Columbus-Phenix City Transportation Study (C-PCTS) is the lead agency responsible for administering and coordinating the activities of participants carrying out the required tasks of the transportation planning process. Participants in the transportation planning process include the C-PCTS, the Policy Coordinating Committee (PCC), the Citizen Advisory Committee (CAC), the Technical Coordinating Committee (TCC), public transit operators including METRA and PEX, counties, local officials, private citizens, and the U.S. Department of Transportation (U.S.DOT).

B. PUBLIC INVOLVEMENT

Public involvement in transportation planning has changed with the new passage of the Safe, Accountable, Flexible, and Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) that was adopted in August 2005. Federal regulations to implement SAFETEA-LU call for a pro-active public involvement process. Transportation planning must also comply with the American with Disabilities Act (ADA). Citizen participation is intended to provide a framework through which the citizens of the community can participate in an advisory capacity in the planning and programming of transportation.

The MPO will be cognizant of the needs of the public through the Citizens Advisory Committee (CAC) and the public at large by following these guidelines:

- There will be a 30 day comment period before planning documents are adopted;
- There will be a one week notice given before public meetings to approve the Transportation Plan and the Transportation Improvement Program (TIP) using the Local Government television channel, local newspaper ads, advertising, mailings and posted signs;
- A comprehensive public involvement document will be produced, which will be available to the public along with all planning documents.
- Public involvement will continuously be reviewed using various statistical evaluations.

C. METROPOLITAN PLANNING PROCESS

In 1964, the State Governors of Georgia and Alabama appointed the Columbus Department of Planning, as the Metropolitan Planning Organization (MPO) for the Columbus-Phenix City Metropolitan Area. Map 1, identifies the urban area served by the MPO. In August of 2005, the President signed SAFETEA-LU and new transportation policies for the MPO were developed. The FY 10 Unified Planning Work Program is a document, which demonstrates how the Columbus-Phenix Transportation Study (C-PCTS) intends to meet all of the objectives of SAFETEA-LU. The C-PCTS will address the following Planning Emphasis Areas (PEAs) throughout the planning process:

1. Consideration of safety and security in the Transportation Planning Process.
2. Linking the Planning and NEPA Processes
3. Consideration of management and operations within planning process.
4. State DOT Consultation with Non-Metropolitan Local Officials.
5. Enhancing the technical capacity of planning processes.
6. Coordination of Human Service Transportation.

The Transportation Planning Division, which is located within the Department of Planning, serves as the planning and technical staff for the MPO. The MPO carries out its work activities by utilizing three committees: the Citizens Advisory Committee (CAC), the Technical Coordinating Committee (TCC), and the Policy Coordinating Committee (PCC). All transportation planning activities identified in the UPWP address concerns and comments received from the committee representatives during the document development and review process to insure that transportation planning accomplishes the goals and objectives established for the area.

The Alabama Highway Department was re-designated as the Alabama Department of Transportation (ALDOT) in 1993 to provide a balanced and coordinated multi-modal transportation program and system for the state. ALDOT is responsible for the development of the state transportation plan, and coordinates statewide rail, waterway, highway, bikeway and transit planning activities.

The Georgia Department of Transportation (GDOT) was formed by legislature in 1973 to serve all of the citizens of Georgia through the efficient design, construction and maintenance of the state's transportation system. GDOT is organized into five divisions: Planning and Programming, Pre-construction, Construction, Operations, and Administration.

D. COMMITTEE POLICIES

The Policy Committee is at the top of the organization and provides policy guidelines and approves the work of the other committees. The Technical Coordinating Committee provides technical support and guidelines. The Citizen Advisory Committee is an important link between citizens and the MPO.

The Transportation Planning Division is the staff to the MPO committees. This Division collects information, analyzes it, and presents it to all the committees. Detailed functions of each committee are listed below.

The **Policy Coordinating Committee (PCC)** performs the following duties for transportation planning.

1. Formulates goals and objectives for transportation planning in the Columbus-Phenix City urbanized area.
2. Provides governmental support to planning programs and assures cooperation between different offices.
3. Reviews, amends, and adopts transportation plans and programs.
4. Evaluates progress towards implementation of projects and, if needed, reschedules priorities.
5. Approves the Unified Planning Work Program.

The **Technical Coordinating Committee (TCC)** is a committee of public and private sector transportation specialists. This committee deals with the technical activities necessary in the transportation planning process. Specific responsibilities are listed below.

1. Collects, maintains, and analyzes data for transportation planning.
2. Prepares transportation plan and advises the Policy Committee on changes in the plan and programs.
3. Evaluates transportation system improvements and recommends changes to decision makers in the government.
4. Prepares the Unified Planning Work Program and the Transportation Improvement Program with the MPO staff.

The **Citizen Advisory Committee (CAC)** is an important link for two-way communication between the citizens and the transportation professionals. This committee conveys the needs of the citizens to the planners and explains the plans and programs to the citizens. The Citizen Advisory Committee has the following responsibilities.

1. Reviews current year transportation improvements and recommends a Unified Planning Work Program for the next year.
2. Makes transportation recommendations to the Policy Committee and the Technical Coordinating Committee.
3. Reviews policy and procedure matters and make appropriate recommendations to the Policy Committee and the Technical Coordinating Committee.
4. Assesses public opinion through opinion polls and interviews and conveys to the Policy and the Technical Committees the needs of the public.

E. ENVIRONMENTAL JUSTICE

Recent federal guidelines on environmental justice have focused attention on the need to incorporate environmental justice principals into transportation planning processes and products. In 1994, *Executive Order 12898: Federal Actions to Address Environmental Justice (EJ) in Minority Populations and Low-*

Income Populations recognized that the impacts of federal programs and activities may raise questions of fairness to affected groups. The Executive Order required any agency receiving federal funding to:

“conduct its programs, policies, and activities that substantially affect human health or the environment, in a manner that ensures that such programs, policies, and activities do not have the effect of excluding persons (including populations) from participation in, denying persons (including populations) the benefits of, or subjecting persons (including populations) to discrimination under such programs, policies, and activities, because of their race, color, or national origin.”

The Executive Order supports a longstanding policy to actively ensure nondiscrimination and avoid negative environmental impacts in federally funded activities. Title VI of the Civil Rights Act of 1964 prohibits discriminatory practices in programs receiving federal funds. The National Environmental Policy Act (NEPA) requires the disclosure of the environmental effects of proposed federal actions that significantly affect the quality of human health. The 1994 Executive Order on Environmental Justice reinforces and focuses these two laws by requiring the disclosure of the environmental benefits and burdens of federal actions on those groups protected under Title VI. In 1997, the U. S. Department of Transportation issued its *DOT Order to Address Environmental Justice in Minority Populations and Low-Income Populations* to summarize and expand upon the requirements of the Executive Order. According to the federal guidance, the groups that must be addressed as part of the environmental justice include African-Americans, Hispanics, Asian Americans, Native American Indians and persons whose household income is at or below the U.S. poverty guidelines. The Inter-modal Surface Transportation Efficiency Act (ISTEA) and its successor, the Transportation Equity Act for the 21st Century (TEA-21), also require that statewide planning processes be consistent with Title VI.

FISCAL YEAR 2010 UNIFIED PLANNING WORK PROGRAM

The Unified Planning Work Program (UPWP) is the document that describes urban transportation planning activities to be undertaken in FY 2010. The report also identifies the funding source, budget amount, and time frame for the various planning activities. The UPWP organizes the work elements into four sections, which are described below.

Administration

- 1.1 Study Coordination and Direction
- 1.2 Performance Reports
- 1.3 Training/Employee Education
- 1.4 UPWP

Public Involvement

- 2.1 Community Outreach/Education
- 2.2 Environmental Justice/Title VI
- 2.3 Public Participation Plan

Data Collection

- 3.1 Socio-Economic Data
- 3.2 Geographic Information System Development
- 3.3 Regional Studies
- 3.4 Special Studies

System Planning

- 4.1 Congestion Management Process
- 4.2 Air Quality Management
- 4.3 Transportation Plan
- 4.4 Transportation Improvement Plan

Transit Service Planning Activities

- 5.1 Preparations and Administration of Transit Grants
- 5.2 Disadvantaged Business Enterprise (DBE) Program
- 5.3 Transit Planning and Management Information System (MIS)
- 5.4 Training and Transit Conferences
- 5.5 Phenix City Transit Planning (LRCOG)

**THE SAFE, ACCOUNTABLE, FLEXIBLE, EFFICIENT TRANSPORTATION EQUITY ACT:
A LEGACY OF USERS (SAFETEA-LU)**

On August 10, 2005, President George W. Bush signed the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU). SAFETEA-LU authorizes the Federal surface transportation programs for highways, highway safety, and transit for the 5-year period 2005-2009. The key changes in SAFETEA-LU from previous transportation legislation include the expansion of planning factors to address homeland security, broader base public participation/outreach efforts, long-range planning update frequency, air quality conformity timelines and inter-agency consultation and coordination.

SAFETEA-LU carries on the planning process, which calls for continuous, comprehensive and cooperative planning by the state and local governments.

The list below is the eight factors that SAFETEA-LU considers when performing regional transportation planning.

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency.
2. Increase the safety of the transportation system for motorized and non-motorized users.
3. Increase the security of the transportation system for motorized and non-motorized users (NCHRP 525).
4. Increase the accessibility and mobility of people and for freight.
5. Protect and enhance the environment, promote energy conservation, and improve quality of life and promote consistency between transportation improvements and State and local planned growth and economic development patterns.
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight.
7. Promote efficient system management and operation.
8. Emphasize the preservation of the existing transportation system.

ADMINISTRATION

TASK # 1.1**Sub-element: Study Coordination and Direction****➤ OBJECTIVE**

To coordinate and monitor transportation planning activities throughout the urban area. These activities include public involvement and technical support from various local, state and federal agencies to ensure that all planning actions are responsive to community values and needs.

➤ PREVIOUS WORK

MPO meetings were held to review and adopt transportation reports, documents, plans and programs. Numerous presentations of transportation plans and programs were given to scheduled public information gatherings, citizens groups, public schools, civic clubs, local businesses, and City officials.

➤ PROJECT DESCRIPTION

MPO meetings will be convened throughout the year to prepare, review and adopt various transportation plans, programs and activities essential to the cooperative, coordinated and continuous growth of the Columbus-Phenix City Transportation Study Area. To increase participation, the MPO staff will rotate the locations of the MPO meetings to ensure that all counties within the study area are involved. Staff will study and update the MPO By-Laws and CAC membership to ensure that all counties within the study boundaries are included. The MPO will perform all administrative activities necessary to retain federal and state funding.

➤ PRODUCT

Adoption of various MPO plans, programs, work activities, federal grants and state contracts.

TRANSPORTATION RELATED PLANNING ACTIVITIES**ORGANIZATION****ACTIVITIES****TARGET START
AND END DATES**

July 1, 2009 to June 30,
2010

LEAD AGENCY

C-PCTS

FUNDING SOURCE**AMOUNT**

FEDERAL and GEORGIA DOT

\$30,518.30

FEDERAL and ALABAMA DOT	\$11,671.00
COLUMBUS CONSOLIDATED GOVERNMENT	\$ 3,391.70
PHENIX CITY	\$ 2,293.00
TOTAL	\$47,874.00

TASK # 1.2

Sub-element: Performance Reports

➤ **OBJECTIVE**

Prepare transportation quarterly reports and reimbursement requests. Prepare the Annual Performance Report comparing final costs and achievements with program goals and objectives.

➤ **PREVIOUS WORK**

The Quarterly Reports and the Annual Performance Report were completed.

➤ **PROJECT DESCRIPTION**

The MPO will prepare the quarterly reports in a timely fashion and submit reimbursement requests to GDOT and ALDOT. The quarterly reports will describe the work completed during each ninety-day time period. The 2010 Annual Performance Report will discuss the goals of each work element and describe the budgeted verses actual expenditures for the year.

➤ **PRODUCT**

Quarterly Reports, Project Status Information Reports, Annual Performance Report.

TRANSPORTATION RELATED PLANNING ACTIVITIES

ORGANIZATION	ACTIVITIES

TARGET START AND END DATES	July 1, 2009 to June 30, 2010	LEAD AGENCY	C-PCTS
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FUNDING SOURCE	AMOUNT
FEDERAL and GEORGIA DOT	\$ 7,625.00

FEDERAL and ALABAMA DOT	\$ 1,527.00
COLUMBUS CONSOLIDATED GOVERNMENT	\$ 847.00
PHENIX CITY	\$ 382.00
TOTAL	\$ 10,381.00

TASK # 1.3

Sub-element: Training and Employee Education

➤ **OBJECTIVE**

To keep the staff knowledgeable of evolving program guidelines, new technologies and planning practices and other MPO practices and efforts.

➤ **PREVIOUS WORK**

Staff attended GIS classes, DOT Quarterly meetings, MARTA Roundtable discussion in Atlanta, and EPA Training Session for Air Quality in Atlanta.

➤ **PROJECT DESCRIPTION**

The MPO staff will attend state and federal training conferences, statewide MPO meetings, and technical training seminars.

➤ **PRODUCT**

Staff training, program guidelines, technology information and training course materials.

TRANSPORTATION RELATED PLANNING ACTIVITIES

ORGANIZATION	ACTIVITIES

TARGET START AND END DATES	July 1, 2009 to June 30, 2010	LEAD AGENCY	C-PCTS
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FUNDING SOURCE	AMOUNT
FEDERAL and GEORGIA DOT	\$12,716.00
FEDERAL and ALABAMA DOT	\$ 3,055.00

COLUMBUS CONSOLIDATED GOVERNMENT	\$ 1,413.00
PHENIX CITY	\$ 764.00
TOTAL	\$17,948.00

TASK # 1.4

Sub-element: Unified Planning Work Program

➤ **OBJECTIVE**

Prepare the FY 2011 Unified Planning Work Program (UPWP) describing the Columbus-Phenix City Transportation Planning work activities anticipated for the upcoming fiscal year.

➤ **PREVIOUS WORK**

The draft FY10 UPWP was prepared during the 3rd Quarter and final document distributed during the 4th Quarter of FY09.

➤ **PROJECT DESCRIPTION**

The UPWP will describe task objectives, methodology, expected product, participants, schedule of activities, funding sources, SAFETEA-LU focus areas and prior work performed. The MPO committees will review the proposed UPWP and will recommend any change if necessary. The public will be involved through the Public Participation Plan. The MPO policy committee will approve the final UPWP.

➤ **PRODUCT**

FY11 Unified Planning Work Program.

TRANSPORTATION RELATED PLANNING ACTIVITIES

ORGANIZATION	ACTIVITIES

TARGET START AND END DATES

July 1, 2009 to June 30, 2010

LEAD AGENCY

C-PCTS

FUNDING SOURCE

AMOUNT

FEDERAL and GEORGIA DOT	\$12,716.00
FEDERAL and ALABAMA DOT	\$ 3,505.00

COLUMBUS CONSOLIDATED GOVERNMENT	\$ 1,413.00
PHENIX CITY	\$ 763.00
TOTAL	\$18,397.00

PUBLIC INVOLVEMENT

TASK # 2.1**Sub-element: Community Outreach and Education****➤ OBJECTIVE**

To allow individuals and groups, whose lives are affected in fundamental ways by transportation decisions, to be heard.

➤ PREVIOUS WORK

Advertised projects and meetings in local newspapers. Televised public meetings that were held in the council chambers. Newsletters are published quarterly and mailed to numerous citizens, businesses, and public officials. Continued to televise the CAC meetings to keep the public informed and educated on projects.

➤ PROJECT DESCRIPTION

The C-PCTS will create and initiate a method (through use of census, GIS, or other similar means) to identify stakeholders and those communities that are traditionally underserved. The MPO along with the Planning Department added a program called In-Touch. Citizens can sign up for this program by e-mail or by filling out a form at public meetings. This program will automatically update the department's mailing list to send out all documents and public meeting information, newsletters, etc. The program is posted on the MPO website. The MPO will also meet with community leaders, freight shippers, providers of freight transportation services and other interested parties with a reasonable opportunity to comment on the transportation plan.

➤ PRODUCT

Increased public involvement and education.

TRANSPORTATION RELATED PLANNING ACTIVITIES

ORGANIZATION	ACTIVITIES

TARGET START AND END DATES

July 1, 2009 to June 30, 2010

LEAD AGENCY

C-PCTS

FUNDING SOURCE**AMOUNT**

FEDERAL and GEORGIA DOT

\$3,558.00

FEDERAL and ALABAMA DOT

\$ 0.00

COLUMBUS CONSOLIDATED GOVERNMENT	\$ 395.00
PHENIX CITY	\$ 0.00
TOTAL	\$3,953.00

TASK # 2.2

Sub-element: Environmental Justice / Title VI

➤ **OBJECTIVE**

To ensure that groups that have been traditionally underserved by the transportation planning process to be identified and included in the decision making process of the C-PCTS.

➤ **PREVIOUS WORK**

Environmental Justice / Title VI locations were identified using the 2000 Census information and outlined on maps. Continuous efforts are made to update and correct the information needed for projects. Locations were revised using the 2008 Comprehensive Plan update on land use. CAC meetings were held for the St. Mary's Road project.

➤ **PROJECT DESCRIPTION**

The C-PCTS website will be used to keep the public informed of upcoming events. Publications will be available to the public both in print and on-line (when practical). MPO representatives will be involved in as many community events as staff resources permit. Cases in which a specific group will be affected disproportionately by a transportation endeavor, every effort will be made to take information to and receive input from the affected groups. The use of unconventional public meetings and activities are examples of possible strategies to include these groups. METRA has a Title VI Plan that is updated on a regular basis. MPO staff will continue to monitor land use on a regular basis to update EJ locations as needed.

➤ **PRODUCT**

Update Title VI locations and identify traditionally underserved groups and involve them in the transportation planning process.

TRANSPORTATION RELATED PLANNING ACTIVITIES

ORGANIZATION	ACTIVITIES

TARGET START AND END DATES	July 1, 2009 to June 30, 2010	LEAD AGENCY	C-PCTS
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FUNDING SOURCE	AMOUNT
FEDERAL and GEORGIA DOT	\$3,558.00
FEDERAL and ALABAMA DOT	\$ 0.00

COLUMBUS CONSOLIDATED GOVERNMENT	\$ 395.00
PHENIX CITY	\$ 0.00
TOTAL	\$3,953.00

TASK # 2.3

Sub-element: Public Participation Plan

➤ **OBJECTIVE**

Public participation in the planning process is essential because it enables government agencies to understand and account for the concerns and needs of the public.

➤ **PREVIOUS WORK**

C-PCTS has updated the participation plan to include SAFETEA-LU requirements. C-PCTS will continue to broadcast the CAC meetings on the Government Access Channel. Brochures were published in English and Spanish. MPO staff will continue to publish the quarterly newsletter and increase mailing list with the implementation of In-Touch.

➤ **PROJECT DESCRIPTION**

SAFETEA-LU has expanded public participation requirements to include a greater focus on visualization techniques and the use of the internet. Staff will incorporate greater public participation in the decision making process and will use a wide array of strategies to educate the public and solicit more participation in the regional transportation planning process. MPO meetings will rotate to accommodate other communities within the study area.

➤ **PRODUCT**

Increase Public awareness and update Public Participation Plan as needed and required. Next plan update will be 2010.

TRANSPORTATION RELATED PLANNING ACTIVITIES

ORGANIZATION	ACTIVITIES

TARGET START AND END DATES	July 1, 2009 to June 30, 2010	LEAD AGENCY	C-PCTS
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FUNDING SOURCE	AMOUNT
FEDERAL and GEORGIA DOT	\$10,683.00
FEDERAL and ALABAMA DOT	\$ 1,550.00
COLUMBUS CONSOLIDATED GOVERNMENT	\$ 1,187.00

PHENIX CITY	\$ 388.00
TOTAL	\$13,808.00

DATA COLLECTION

TASK # 3.1**Sub-element: Socio Economic Data****➤ OBJECTIVE**

To maintain demographic, socio-economic data, employment, land use, freight movement, and traffic volume data for transportation modeling, project planning, and site impact analysis.

➤ PREVIOUS WORK

Work continued on updating the Socio-Economic Data and Model. MPO Staff worked with the Planning Department on updating the Comprehensive Plan and to fully integrate land use and zoning into the transportation planning process. Further work continued on developing the GIS database.

➤ PROJECT DESCRIPTION

The MPO will collect multiple data from federal, state and local agencies and other sources in order to maintain and develop GIS, traffic modeling, and transportation databases. Specific projections for all TAZ's will be prepared for use in the streets and highway system modeling process. Activity under this work element focuses on the socio-economic database needed to operate the GDOT traffic generation model. In addition to tracking changes in housing units, school enrollment, employment and population, significant land use changes will be tracked through the review of zoning cases, site plans, and subdivision plans.

➤ PRODUCT

Continued development of the transportation planning and GIS database system.

TRANSPORTATION RELATED PLANNING ACTIVITIES

ORGANIZATION

ACTIVITIES

**TARGET START
AND END DATES**July 1, 2009 to June 30,
2010**LEAD AGENCY**

C-PCTS

FUNDING SOURCE**AMOUNT**

FEDERAL and GEORGIA DOT

\$18,473.00

FEDERAL and ALABAMA DOT

\$ 4,430.00

COLUMBUS CONSOLIDATED GOVERNMENT

\$ 2,053.00

PHENIX CITY

\$ 764.00

TOTAL

\$25,720.00

TASK # 3.2**Sub-element: Geographic Information System Development****➤ OBJECTIVE**

Maintain and update future and existing land use in GIS format. Further development of GIS systems in regards to the C-PCTS.

➤ PREVIOUS WORK

The MPO staff continued its efforts to work on the maps for the Chattahoochee County area for GIS information. The MPO staff continued work on producing GIS data for the Alabama area.

➤ PROJECT DESCRIPTION

Under this work element, the MPO will continue to make use of GIS and develop compatible data layers (e.g. land use, and traffic volume map, revised MPO boundary map) for use in transportation planning. The MPO will also continue to update computer hardware and software for use in the C-PCTS related GIS and administrative applications. The MPO will also continue work on producing GIS data for the Alabama area and link it with the Muscogee County GIS information.

➤ PRODUCT

Database on existing C-PCTS will be updated along with creating and maintaining the Chattahoochee County portion of the C-PCTS area.

TRANSPORTATION RELATED PLANNING ACTIVITIES

ORGANIZATION

ACTIVITIES

**TARGET START
AND END DATES**July 1, 2009 to June 30,
2010**LEAD AGENCY**

C-PCTS

FUNDING SOURCE**AMOUNT**

FEDERAL and GEORGIA DOT

\$15,261.00

FEDERAL and ALABAMA DOT

\$ 6,791.00

COLUMBUS CONSOLIDATED GOVERNMENT

\$ 1,696.00

PHENIX CITY

\$ 916.00

TOTAL**\$24,664.00**

TASK # 3.3**Sub-element: Regional Studies****➤ OBJECTIVE**

The purpose of this work element is to provide a description of any anticipated/proposed non-MPO planning activities within the region.

➤ PREVIOUS WORK

Fall Line Air Quality Study by Georgia Tech and the Central Georgia Corridor Study by the Georgia Department of Transportation.

➤ PROJECT DESCRIPTION**➤ PRODUCT**

This study analyzes the potential environmental impacts of the proposed Transformation Action at Fort Benning, GA. The proposed Transformation Action includes: BRAC directed actions, Army Modular Force (AMF) initiatives whereby the Army is transitioning from a division-centric design to a standard brigade organization. The Realignment and Transformation Actions have been grouped into one Transformation Action and the potential environmental effects these Transformation Actions are being evaluated together in a draft environmental impact statement. The overarching need for the proposed action is to improve the ability of the nation to respond rapidly to challenges of the 21st century.

TRANSPORTATION RELATED PLANNING ACTIVITIES

ORGANIZATION	ACTIVITIES
U.S. Army Corps of Engineers	Environment Impact Study - BRAC 2005

TARGET START AND END DATES

July 1, 2009 to June 30, 2010

LEAD AGENCY

U.S. Army Corps of Engineers

FUNDING SOURCE	AMOUNT
FEDERAL and GEORGIA DOT	\$0.00
FEDERAL and ALABAMA DOT	\$0.00
COLUMBUS CONSOLIDATED GOVERNMENT	\$0.00
PHENIX CITY	\$0.00
TOTAL	\$0.00

TASK # 3.4**Sub-element: Special Studies****➤ OBJECTIVE**

To allow the MPO to respond to unanticipated requests from citizen requests, study committees, and local governmental entities for the purpose of analyzing transportation problems and recommending solutions. Depending on complexity of studies, consultant services maybe used to augment staff efforts.

➤ PREVIOUS WORK

C-PCTS staff will assist the consulting firms hired by the City to perform special studies and possible road improvements on several major streets in Columbus (Double Churches & Whitesville, Moon Road, Veteran's & Double Churches).

➤ PROJECT DESCRIPTION

The MPO will conduct transportation studies as a needed to address unanticipated or technically complex problems not otherwise addressed in the routine work program. SAFETEA-LU regulations will be integrated in all transportation projects. Throughout the fiscal year, a new study may be undertaken by the MPO that is not currently listed. This may be an intersection with congestion problems or a safety issue.

➤ PRODUCT

The MPO staff will perform special studies when needed and warranted.

TRANSPORTATION RELATED PLANNING ACTIVITIES**ORGANIZATION****ACTIVITIES****TARGET START AND END DATES**

July 1, 2009 to June 30, 2010

LEAD AGENCY

C-PCTS

FUNDING SOURCE**AMOUNT**

FEDERAL and GEORGIA DOT

\$150,187.00

FEDERAL and ALABAMA DOT

\$ 42,976.00

COLUMBUS CONSOLIDATED GOVERNMENT

\$ 16,686.00

PHENIX CITY

\$ 10,119.00

TOTAL

\$219,968.00

SYSTEM PLANNING

TASK # 4.1**Sub-element: Congestion Management Process****➤ OBJECTIVE**

To develop management processes which provide for effective management of new and existing transportation systems through the use of operational and management strategies.

➤ PREVIOUS WORK

The MPO staff continued to monitor the CMP as needed. The CMP was updated in 2007. The MPO staff included SAFETEA-LU in their CMP update.

➤ PROJECT DESCRIPTION

The MPO is responsible for the development of CMP. The CMP report will be monitored and updated as required by the Federal Register. Process performance monitoring and proposed strategies will be integrated into the C-PCTS transportation planning process using the management systems and the data generated by them to create a feedback loop that will aid in the evaluation of the transportation planning process. The MPO staff uses the CMP to identify congestion on major arterials throughout the urban study area. These areas of congestion may need some type of transportation improvements depending the type of congestion. The new project will be prioritized depending on the need and purpose.

➤ PRODUCT

Optimize the efficiency of existing transportation facilities. Update the CMP if needed.

TRANSPORTATION RELATED PLANNING ACTIVITIES**ORGANIZATION****ACTIVITIES****TARGET START AND END DATES**

July 1, 2009 to June 30, 2010

LEAD AGENCY

Columbus MPO

FUNDING SOURCE**AMOUNT**

FEDERAL and GEORGIA DOT

\$21,292.00

FEDERAL and ALABAMA DOT

\$ 1,527.00

COLUMBUS CONSOLIDATED GOVERNMENT

\$ 2,366.00

PHENIX CITY

\$ 383.00

TOTAL

\$25,568.00

TASK # 4.2**Sub-element: Air Quality Management****➤ OBJECTIVE**

The MPO staff will continue cooperating with EPA and EPD with regards to Federal Air Quality Requirements. The C-PCTS area may still be designated non-attainment in the near future. The MPO may need to develop and or revise transportation plans and programs to conform to the Alabama and Georgia State Implementation Plan (SIP).

➤ PREVIOUS WORK

Staff held Air Quality meeting in December and submitted Grants for Air Quality. Acquired new name – Air Quality Alliance for the Chattahoochee Valley.

➤ PROJECT DESCRIPTION

The MPO staff will continue working with EPA, EPD, and interagency committees in its efforts concerning PM 2.5 and ozone and being classified as a non-attainment area. The four committees formed from the regional air quality public meeting are Diesel Emissions Committee, Public Awareness and Outreach Committee, Transportation Demand Management (Commute Options) Committee, and Open Burning Committee.

➤ PRODUCT

The MPO will develop plans and programs to insure that transportation activities do not worsen air quality or interfere with the purpose of the SIP.

TRANSPORTATION RELATED PLANNING ACTIVITIES

ORGANIZATION

ACTIVITIES

TARGET START AND END DATES

July 1, 2009 to June 30, 2010

LEAD AGENCY

C-PCTS

FUNDING SOURCE**AMOUNT**

FEDERAL and GEORGIA DOT

\$25,434.00

FEDERAL and ALABAMA DOT

\$ 1,500.00

COLUMBUS CONSOLIDATED GOVERNMENT

\$ 2,826.00

PHENIX CITY

\$ 375.00

TOTAL

\$30,135.00

TASK # 4.3**Sub-element: Transportation Plan****➤ OBJECTIVE**

To update the Long Range Transportation Plan (LRTP) to reflect substantive changes in land use assumptions, development plans, traffic estimates and air quality conformance issues.

➤ PREVIOUS WORK

The 2030 Long Range Transportation Plan was adopted in December 2004. The MPO staff continued to update and amend the plan as needed. The 2030 LRTP was amended in 2007 to include SAFETEA-LU requirements.

➤ PROJECT DESCRIPTION

The MPO will routinely use Synchro for its modeling process to assess the current and future transportation demand. Any recommended plan changes will be completed and presented to the MPO committees for their approval on time. In August of 2005, SAFETEA-LU was passed and with that came new planning strategies, such as safety, security and freight movement to consider when new projects are implemented. MPO Staff will coordinate the 2035 update with planning partners and stakeholders throughout the entire MPO study area.

➤ PRODUCT

Prepare and adopt the 2035 LRTP.

TRANSPORTATION RELATED PLANNING ACTIVITIES

ORGANIZATION

ACTIVITIES

**TARGET START
AND END DATES**July 1, 2009 to June 30,
2010**LEAD AGENCY**

C-PCTS

FUNDING SOURCE**AMOUNT**

FEDERAL and GEORGIA DOT

\$20,346.00

FEDERAL and ALABAMA DOT

\$ 2,847.00

COLUMBUS CONSOLIDATED GOVERNMENT

\$ 2,261.00

PHENIX CITY

\$ 305.00

TOTAL

\$25,759.00

TASK # 4.4**Sub-element: Transportation Improvement Program (TIP)****➤ OBJECTIVE**

Develop the draft and final 2010/2013 TIP.

➤ PREVIOUS WORK

Amended the 2008-2011 TIP as needed. Prepare the draft/final FY 2010/2013 TIP. Staff worked on new format for the TIP.

➤ PROJECT DESCRIPTION

The TIP is made of several sections; streets in Columbus and Phenix City, bikeways and pedestrian walkways, airport improvements and transit. An update to the TIP will begin this spring. The MPO will collect multi modal transportation data and prepare a 4-year implementation program. The program will be financially constrained and include public involvement throughout. SAFETEA-LU regulations are included in all projects in the TIP. New format will allow the TIP to be distributed by e-mail.

➤ PRODUCT

Develop the FY 2010 – 2013 TIP.

TRANSPORTATION RELATED PLANNING ACTIVITIES

ORGANIZATION	ACTIVITIES

TARGET START AND END DATES

July 1, 2008 to June 30, 2009

LEAD AGENCY

C-PCTS

FUNDING SOURCE**AMOUNT**

FEDERAL and GEORGIA DOT

\$17,802.00

FEDERAL and ALABAMA DOT

\$ 3,174.00

COLUMBUS CONSOLIDATED GOVERNMENT

\$ 1,978.00

PHENIX CITY

\$ 687.00

TOTAL**\$23,641.00**

TRANSIT SERVICE PLANNING

TASK # 5.1

Sub-element: Preparation and Administration of Transit Grants

➤ OBJECTIVE

Apply and contract for transit planning and capital grants with the Federal Transit Administration (FTA), Georgia Department of Transportation (GDOT) and other transit funding sources. Coordinate transportation planning activities with the MPO, GDOT, FTA, user agencies and transit stakeholders. Prepare and implement next years UPWP, TIP, POP, and other program requirements that support transit in Columbus. Prepare special transit reports and programs that will enhance the quality of transit services in Columbus/Muscogee County. (i.e., Welfare to Work/Reverse Commute program proposals)

➤ PREVIOUS WORK

5307, 5303, 5309 contracts with FTA, GDOT, DHR, TEAM, ECHO and quarterly reports of activities. Transit section of the TIP, UPWP, Senior-Disabled Transportation Program, Welfare to Work/Reverse Commute Program Proposal, coordination with the Homeless Task Force, DFACS and transit enhancement activities.

➤ PROJECT DESCRIPTION

When we receive the 49 USC Section 5307 and 5303 Allocations, METRA will prepare and submit the grant applications to FTA and GDOT for capital, planning and operating funds. Program activities will be managed, reported and at year-end closed out for audits. Transit planning work element activities will be carried out as described. Prepare and maintain monthly and quarterly records of activities and expenditures of transit planning activities, community outreach, community involvement, capital procurement, transit information and education. Implement the UPWP elements and the TIP (i.e., bus replacement schedule, financial plan, capital schedule, and annual element). Address transit-planning activities for the urbanized area of Columbus, Georgia. Perform other required activities to maintain METRA's eligibility for public grants and contracts (i.e., enhancements, safety and security, energy conservation). When appropriate, apply for supplemental transit grants that support public transit needs and programs (i.e., DHR Senior Disabled connection).

➤ PRODUCT

Section 5307 and 5303 financial reports of capital, planning and operation activities. Transit sections of the TIP and UPWP. Quarterly activity reports. Area wide cooperative and collaborative transit planning activities. Coordination with the MPO, GDOT, FTA, and other community agencies with transportation interests.

TRANSPORTATION RELATED PLANNING ACTIVITIES	
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ORGANIZATION	ACTIVITIES

TARGET START AND END DATES	LEAD AGENCY
July 1, 2009 to June 30, 2010	METRA

FUNDING SOURCE	AMOUNT
FEDERAL TRANSIT ADMINISTRATION	\$89,235.00
COLUMBUS CONSOLIDATED GOVERNMENT	\$11,154.00
GDOT	\$11,155.00
TOTAL	\$111,544.00

TASK # 5.2**Sub-element: Disadvantaged Business Enterprise (DBE) Program****➤ OBJECTIVE**

To afford Disadvantaged Business Enterprises (DBE's) the opportunity to participate in the procurement contracts financed in whole or in part with federal and state funds. Title VI update was completed in August 2006; the next update is July 2009.

➤ PREVIOUS WORK

Administered FY08 DBE Program. Developed and advertised the FY09 DBE program update. Participate in the Unified DBE Program. Title VI update and monitoring as required.

➤ PROJECT DESCRIPTION

METRA will monitor the FY09 DBE program to ensure that the required participation is achieved in all FTA contracts. We will update and advertise the FY10 DBE program update. Coordinate DBE applications through GDOT as designated by the Unified DBE Program. METRA will monitor Title VI transit activities to ensure compliance with the regulations. The Title VI Transit Program activities will be updated, advertised for comments, printed and forwarded to FTA for final review and approval.

➤ PRODUCT

Quarterly DBE Program Reports. DBE Program Update. Computation of the DBE share in the USDOT funded procurement. Monitor contracts for Title VI compliance.

TRANSPORTATION RELATED PLANNING ACTIVITIES

ORGANIZATION

ACTIVITIES

**TARGET START
AND END DATES**July 1, 2009 to June 30,
2010**LEAD AGENCY**

METRA

FUNDING SOURCE**AMOUNT**

FEDERAL TRANSIT ADMINISTRATION

\$7,998.00

COLUMBUS CONSOLIDATED GOVERNMENT

\$1,000.00

GDOT

\$1,000.00

TOTAL**\$9,998.00**

TASK # 5.3

Sub-element: Transit Planning and MIS

➤ **OBJECTIVE**

Maintain and update the long and short-range transit planning objectives and strategies. Maintain transit and para-transit data that may be needed to work effectively with the MPO and other agencies with transportation interests in Columbus/Muscogee County. Maintain financial, operating, and capital data and reports. Develop and utilize report data to analyze the effectiveness of service delivery, existing and proposed routes, and to plan for future transit needs. Maintain transit demographic, survey, historical, and anecdotal data. Provide data for route adjustments as needed to Operations. Provide transit planning information and project development support in planning meetings (i.e., clean air task force). Facilitate welfare to work, reverse commute activities. Encourage energy conservation; encourage the use of high occupancy vehicles, and making full use of public transportation. Increase public awareness of community wide advantages of public transit. Utilize ITS strategies as funding permits.

➤ **PREVIOUS WORK**

General Fare-box Information data (revenue and rider-ship), National Transportation Data Section 15 reports, Georgia Transit Fact Book reports, Long Range Plan, TIP, and annual report and special projects. Participation in community forums, information sessions, public speaking, school. Interactions with agencies that are stakeholders in public transportation. Instrumental in the development of the Anti-Idling Resolution for heavy-duty vehicles and research on alternative cleaner fuels such as bio-diesel. Instrumental in promoting public transit as an alternative to driving personal vehicles. As a result rider-ship increased by 78%.

➤ **PROJECT DESCRIPTION**

Compilation of daily, weekly, monthly, quarterly, and annual reports of route performance and revenue. Preparation of FTA Triennial Review, MIS reports, NTD report data, and other reports required to maintain the efficiency of the public transportation services. Coordination with the MPO report data, and other reports required to maintain the efficiency of the public transportation services. Coordination with the MPO on allocation, reports, project selection/prioritization. Participation in public meetings and forums. Continue dialogues with area agencies and community groups to provide information on transit routes and programs, identify deficiencies, and outline service changes as needed. Continue participation in the Clean Air Task Force. Community wide information and coordination (i.e., Communities in Motion Day). Daily review of GFI information for consistency and effectiveness. Participation in the long and short-range transportation planning to secure a seamless system of transportation – inclusive of all modes of transportation. Continue to promote park and ride locations and the benefits of public transportation. In coordination with the anticipated increase of personnel at Ft. Benning due to the Base Realignment and Closure, METRA will conduct a comprehensive review of services to insure transit facilitates this process in a positive manner. BRAC will be considered each year as an integral function of public transportation.

➤ **PRODUCT**

Transit MIS reports, Bus Route Analysis, Revenue and Rider-ship Analysis, GFI reports, Section 15 NTD data, Georgia Transit Fact Book Report.

TRANSPORTATION RELATED PLANNING ACTIVITIES	
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ORGANIZATION	ACTIVITIES

TARGET START AND END DATES	LEAD AGENCY
July 1, 2009 to June 30, 2010	METRA

FUNDING SOURCE	AMOUNT
FEDERAL TRANSIT ADMINISTRATION	\$107,405.00
COLUMBUS CONSOLIDATED GOVERNMENT	\$ 13,425.00
GDOT	\$ 13,425.00
TOTAL	\$134,255.00

TASK # 5.4**Sub-element: Training and Transit Conferences****➤ OBJECTIVE**

To keep the staff knowledgeable and aware of the current transit technologies, information, transit activities, regulations, and the required guidelines.

➤ PREVIOUS WORK

Staff attended various training sessions, workshops, and conferences (i.e., NTD Section 15, NTD Transportation Planning and Contracts).

➤ PROJECT DESCRIPTION

METRA staff will attend professional transit meetings and other mandated meetings for professional development and improvement. Staff will participate in relevant transit and air quality training to keep abreast of the latest technical information. Staff will keep abreast of the newest developments in equipment, service delivery, safety and security, transit amenities, enhancement activities, vehicles, contracts, regulations, and public information, and information communicating with special needs populations (i.e., disabled customers, ESL English as a Second Language).

➤ PRODUCT

Study guides, handouts, pertinent workshops or training course materials, innovative work strategies, and ways to improve service delivery. Training is continuous and ongoing.

TRANSPORTATION RELATED PLANNING ACTIVITIES

ORGANIZATION

ACTIVITIES

**TARGET START
AND END DATES**July 1, 2009 to June 30,
2010**LEAD AGENCY**

METRA

FUNDING SOURCE**AMOUNT**

FEDERAL TRANSIT ADMINISTRATION

\$5,176.00

COLUMBUS CONSOLIDATED GOVERNMENT

\$ 647.00

GDOT

\$ 647.00

TOTAL**\$6,470.00**

TASK # 5.5**Sub-element: Phenix City Transit Planning (LRCOG)****➤ OBJECTIVE**

To apply and administer Federal transit grants for capital and operating expenses. Administration will cover monthly and quarterly analysis and reporting of expenditures, revenues, capital procurement, to maintain eligibility for federal grants. Alternate sources of revenues will be identified. The coordination/consolidation of services in the community will be maximized with emphasis placed on developing services to meet the needs of transportation consumers. The development and maintenance of public/private partnership will continue to provide efficient delivery of services in a cost efficient manner.

➤ PREVIOUS WORK

Administration of Federal Transit Grants to Provide Transit Service for Phenix City, AL.

➤ PROJECT DESCRIPTION

Grant and reports will be completed in a timely manner with continued review of alternate funding sources. The coordination/consolidation of services will continue to be a priority. Technical assistance and marketing services will be provide to the public for increased awareness and maximum services.

➤ PRODUCT

Financial reports of monthly expenditure on capital, operating, and planning projects.

TRANSPORTATION RELATED PLANNING ACTIVITIES

ORGANIZATION

ACTIVITIES

**TARGET START
AND END DATES**July 1, 2008 to June 30,
2010**LEAD AGENCY**Phenix City, Lee/Russell
Council of Governments**FUNDING SOURCE****AMOUNT**

FEDERAL TRANSIT ADMINISTRATION

\$14,863.00

COLUMBUS CONSOLIDATED GOVERNMENT

\$ 0.00

PHENIX CITY

\$ 3,718.00

TOTAL

\$18,581.00

FY 2010 SOURCE OF FUNDS

FISCAL YEAR 2010 SOURCE OF FUNDS

WORK ELEMENTS	GEORGIA									
	SPR (GADOT)		PL (MPO)			SEC 5303 (METRA)			SEC 5307 (M...)	
	FHWA	GADOT MATCH	FHWA	GADOT MATCH	COL. MATCH	FTA	GADOT MATCH	COL. MATCH	FTA	GADOT MATCH
ADMINISTRATION										
1.1 Study Coordination and Direction	8,472	2,118	27,128	3,391	3,391					
1.2 Performance Reports	0	0	6,778	847	847					
1.3 Training/Employee Education	0	0	11,303	1,413	1,413					
1.4 UPWP	8,472	2,118	11,303	1,413	1,413					
Subtotal	16,944	4,236	56,512	7,064	7,064					
PUBLIC INVOLVEMENT										
2.1 Community Outreach/Education	2,868	717	3,163	395	395					
2.2 Environmental Justice/Title VI	0	0	3,163	395	395					
2.3 Public Participation Plan	2,868	717	9,496	1,187	1,187					
Subtotal	5,736	1,434	15,822	1,977	1,977					
DATA COLLECTION										
3.1 Socio-Economic Data	12,708	3,177	16,420	2,053	2,053					
3.2 GIS Development	5,736	1,434	13,565	1,696	1,696					
3.3 Regional Studies	0	0	0	0	0					
3.4 Special Trans. Studies	2,868	717	128,931	16,116	16,116					
Subtotal	21,312	5,328	158,916	19,865	19,865					
SYSTEM PLANNING										
4.1 Congestion Management	13,944	3,486	18,926	2,366	2,366					
4.2 Air Quality Technical Studies	18,084	4,521	22,608	2,826	2,826					
4.3 Transportation Plan	14,824	3,706	18,085	2,261	2,261					
4.4 Transportation Improvement Plan	12,036	3,009	15,824	1,978	1,978					
Subtotal	58,888	14,722	75,443	9,431	9,431					
TRANSIT SERVICE PLANNING										
5.1 Prepare & Administer Grants									86,099	10,762
5.2 DBE									7,717	965
5.3 Transit MIS						52,986	6,623	6,623	52,506	6,563
5.4 Training & Conferences									4,994	624
5.5 Phenix City Transit Planning										
Subtotal						52,986	6,623	6,623	151,316	18,914
GRAND TOTAL	102,880	25,720	306,693	38,337	38,337	52,986	6,623	6,623	151,316	18,914

APPENDIX

COLUMBUS-PHENIX CITY TRANSPORTATION STUDY

POLICY COMMITTEE

By-Laws

(Last Amended: November 2003)

ARTICLE I

Name

The name of the organization shall be the Policy Committee for the Columbus-Phenix City Transportation Study.

ARTICLE II

Composition

The Policy Committee shall be composed of officials of participating governmental jurisdictions. Membership shall be determined by organization position with the following positions being members:

Voting Members

Mayor - Columbus, Georgia - Committee Chair
Mayor - Phenix City, Alabama - Committee Vice-Chair
Chairman of County Commission - Russell County, Alabama
Chairman of County Commission - Lee County, Alabama
Commanding General - Fort Benning, Georgia
Commissioner - Georgia Department of Transportation
Representative - District 3, Georgia State Transportation Board
Division 4 Engineer - Alabama Department of Transportation
Project Director - Columbus, Phenix City Transportation Study
Chairman – Citizen’s Advisory Committee

Advisory Members (Non-Voting)

Division Administrator - Federal Highway Administration, Alabama
Division Administrator - Federal Highway Administration, Georgia
Intermodal Planning Engineer - Federal Highway Administration, Georgia
Chief of Urban Planning Bureau - Georgia Department of Transportation
District III Engineer - Georgia Department of Transportation
Transportation Planning Engineer - Alabama Department of Transportation
Others as determined by the Chairman

ARTICLE III

Duties

The Policy Committee is the body responsible for review and approval of the Columbus-Phenix City Transportation Study and all aspects including goals, objectives, plans, and programs developed by the Study.

The Policy Committee has the responsibility for insuring that the Study is kept up-to-date, that timely reports are made to inform the public of progress of the Study, that a complete multi modal work program is developed for all aspects of the Study and that the respective agencies, jurisdictions, or commissions are kept informed of Study progress.

The Policy Committee shall serve as a liaison representative between governmental units in the study area in order to obtain optimum cooperation of all governmental units in providing information and in implementing various elements of the plan.

The Policy Committee shall have the authority to determine and alter from time to time the membership of the Technical Coordinating Committee (TCC).

The Policy Committee shall have the authority to determine and alter from time to time the membership of the Citizen=s Advisory Committee (CAC) with the intended purpose of providing a broad cross-section of citizen participation.

ARTICLE IV

Organization

The Policy Committee shall elect a chairperson and vice chairperson from among its voting members. Such election shall be by a majority of that voting membership.

Elections shall take place on the first meeting of the calendar year providing there is a majority of the voting members present.

An officer may succeed himself with no limitation of number of terms, except that such term will not continue in the event an officer becomes ineligible for membership on the Policy Committee.

The term of office shall be one year, from January to January or until such time new officers are elected.

The chairperson or vice chairperson may be removed from office by a vote of the majority of all voting members of the Policy Committee.

ARTICLE V

Duties of the Chairperson

The chairperson shall preside at all meetings of the Policy Committee.

The chairperson shall authenticate by signature all resolutions adopted by the Policy Committee.

The chairperson shall serve as chief policy advocate for the Committee.

The chairperson shall represent the Committee as hearings, conferences, and other events are required or designate another member of the Committee and/or the Project Director to serve in his place.

ARTICLE VI

Project Director

The Project Director shall be appointed by the Policy Committee but shall be the chief executive of the primary agency responsible for the planning activities of the Columbus-Phenix City Transportation Study.

The Project Director shall serve as Secretary of the Policy Committee and chairperson of the Technical Coordinating Committee and shall coordinate all activities of the Columbus-Phenix City Transportation Study.

ARTICLE VII

Meetings

The regular meeting date of the Policy Committee shall be on the third (3rd) Friday following the CAC/TCC meetings unless otherwise specified.

The Policy Committee shall meet at least twice each year or as development dictates for the purpose of reviewing the plan and actions which may materially affect the plan and it's implementation.

In order for business to be transacted there must be a recognized quorum of voting members or their designates and such quorum consists of a majority.

All voting members shall designate alternatives, who shall in the event of a member's absence, serve in the member's place.

ARTICLE VIII

Rules of Order

The Policy Committee shall conduct business as prescribed in Robert's Rules of Order Revised in all areas unless prescribed otherwise by these by-laws.

The Parliamentarian shall be the Secretary of the Policy Committee.

ARTICLE IX

Amendments to By-Laws

These By-Laws may be amended by an affirmative vote of a simple majority of full voting membership of the committee. A By-Law change shall be presented for consideration at a regular meeting of the Committee; however, voting shall be deferred until the regular meeting following the meeting at which the By-Laws change was proposed.

COLUMBUS-PHENIX CITY TRANSPORTATION STUDY
TECHNICAL COORDINATING COMMITTEE

By-laws
(Last Amended, November 2003)

ARTICLE I

Name

The name of this organization shall be the Technical Coordinating Committee of the Columbus-Phenix City Transportation Study.

ARTICLE II

Composition

The Technical Coordinating Committee shall be composed of key staff members of participating governmental jurisdiction or a designated alternate of these members. Membership shall be based upon the organizational position held, with the following persons being members:

Voting Members

Columbus, Georgia
Director - Department of Engineering - Committee Chair
Chief - Transportation Planning Division - Committee Vice Chair
Director - Department of Engineering
Chief - Traffic Engineering Division - Department of Engineering
Highway Coordinator - Department of Engineering
Director - Department of Transportation (METRA)
Airport Manager
Executive Director - Lower Chattahoochee Area Planning and
Development Commission

Fort Benning, Georgia

Civil Engineer

Georgia Department of Transportation
Urban Transportation Planner
District III Preconstruction Engineer

Phenix City, Alabama
City Manager

Russell County, Alabama
County Engineer

Lee County, Alabama
County Engineer

Alabama Department of Transportation
Transportation Planning Engineer
Preconstruction Engineer, Division 4

Advisory Members (Non-Voting)

1. Representative - District III, State Transportation Board, Georgia
Chairman - Columbus Airport Commission - Columbus, Georgia
Planning and Research Engineer - FHWA, Alabama Division
Urban Planning Engineer - FHWA, Georgia Division
Georgia Department of Transportation - Multi-modal Planner
Georgia Department of Transportation - District III Scheduling Engineer
Chairman - Citizens Advisory Committee
Inter-modal Planning Engineer - FHWA, Georgia Division
District 6 Engineer
Resident Engineer - Georgia Department of Transportation
Others as determined by the Chairman
 - Lee-Russell Council of Governments
 - County Planner - Hamilton, Georgia
 - Cooperative Extension Service - Columbus, Georgia

ARTICLE III

Duties

The Technical Coordinating Committee shall prepare the Unified Planning Work Program, review all studies related to transportation with the Columbus-Phenix City Transportation Study area, and make recommendations to the Policy Committee and other agencies upon the work program and studies.

The Technical Coordinating Committee shall maintain inventories of current data used as input to the planning process.

The Technical Coordinating Committee shall review the status of several activities necessary to keep the study current and those activities necessary to update the study plan with timely reports made to the Policy Committee regarding such reviews.

The Technical Coordinating Committee shall make its reviews on the basis of technical sufficiency, accuracy, and completeness of such studies, plans and programs.

The Technical Coordinating Committee shall prepare for consideration by Policy Committee, an Annual Report that demonstrates to the general citizenry, the status of transportation in the Columbus-Phenix City Transportation Study area.

The Technical Coordinating Committee and participating agencies shall adopt and follow a specific work program and schedule of activities. If any agency identifies a need to deviate from the adopted work program or initiate any special studies that have any bearing on the present or proposed transportation system, it will be the responsibility of the respective Technical Coordinating Committee member to bring this to the attention of the full Technical Coordinating Committee for consideration, action, and/or information.

ARTICLE IV

Organization

The Director, Department of Planning, of which the Columbus-Phenix City Transportation Study comes under, shall be the chairperson of the Technical Coordinating Committee.

The Chief, Transportation Planning Division of the Columbus-Phenix City Transportation Study shall be the vice chairperson of the Technical Coordinating Committee.

The Chairperson shall appoint members to subcommittees, subject to Technical Coordinating Committee approval.

The Transportation Planning Division staff of the Department of Planning shall be the coordinating staff for the Columbus-Phenix City Transportation Study and the Technical Coordinating Committee.

ARTICLE V

Duties of the Chairperson

The Chairperson shall preside at all meetings of the Technical Coordinating Committee.

The Chairperson shall authenticate by his signature, the minutes and resolutions adopted by the Technical Coordinating Committee.

The Chairperson, as required, shall represent the Technical Coordinating Committee at hearings, conferences, and other events or designate another member of the committee to serve in his place.

During the absence or disability of the Chairperson, or in the event that a vacancy occurs in the office of the Chairperson, the Vice Chairperson shall preside over meetings of the committee and shall exercise all of the duties of the Chairperson.

The Chairperson shall prepare the meeting agenda and distribute it to the Technical Coordinating Committee members no later than (1) week prior to any scheduled meeting. Members desiring an item to be included on a meeting agenda shall notify the chairperson no later than two (2) weeks prior to the meeting.

The Chairperson, as the Project Director of the Columbus-Phenix City Transportation Study and Director of the Columbus, Georgia Department of Planning, shall maintain necessary staff in the Department of Engineering in order to continually execute the planning responsibilities required to keep the study up to date.

ARTICLE VI

Meetings

The regular meeting date of the Technical Coordinating Committee shall be on Thursday of the second full week of the month, unless otherwise specified.

In order for business to be transacted, there must be at least six (6) voting members. A quorum for voting purposes exists when a simple majority is present.

In the event a regular voting question is brought up during a committee meeting and a quorum is not present, a vote will be taken (recording those voting for and against the question). At the next regular scheduled meeting, a vote will be taken whether approving or disapproving the minutes of the previous meeting (the minutes being sent to all members prior to the meeting) making the vote official. If the minutes are disapproved based on the decision voted on at the previous meeting, discussion of the question will be re-opened and voted on again.

If a quorum is not present again at the next regularly scheduled committee meeting, proxy cards will be sent to those who were not in attendance when the question was originally voted on to obtain their vote which will be entered in the minutes of the original meeting.

In the event an important question is known prior to a meeting and must be decided at that committee meeting, proxy cards will be mailed in advance of the meeting in order for those who cannot be present to send in his vote prior to the meeting. This method will be used only in extreme cases.

In the event an important question is brought up for the first time during a committee meeting when a quorum is not present, and a decision is needed immediately, the Chairperson will determine if proxy cards should be sent immediately following the meeting (as opposed to the procedure in paragraphs A and B) to those who were not in attendance to obtain their vote which will be entered in the minutes of the next meeting.

Membership on the Technical Coordinating Committee is by virtue of the expertise concurrent with the position held and as such, attendance is of the utmost importance. Therefore, the Chairperson to the Policy Committee for review and direction shall report more than three (3) un-excused absences of regular scheduled meetings by a member or his designated alternate during a calendar year.

ARTICLE VII

Rules of Order

The Technical Coordinating Committee shall conduct business as prescribed in Robert's

Rules of Order Revised in all areas of parliamentary procedure unless prescribed otherwise by these by-laws.

The Parliamentarian shall be appointed by the Chairperson with the Technical Coordinating Committee approval.

ARTICLE VIII

Amendments to By-Laws

These by-laws may be amended by an affirmative vote of a simple majority of full voting membership of the committee. A by-law change shall be presented for consideration at a regular scheduled meeting of the committee; however, voting shall be deferred until the regular schedule meeting following the meeting at which the by-laws change was proposed.

COLUMBUS-PHENIX CITY TRANSPORTATION STUDY

CITIZEN ADVISORY COMMITTEE

By-Laws

(Last Amended, November 2003)

ARTICLE I

Name

The name of this Committee shall be the Citizen Advisory Committee (CAC) for the Columbus-Phenix City Transportation Study.

Origin: the Policy Committee of the Columbus-Phenix City Transportation Study creates
The Citizen Advisory Committee.

Purpose: The purpose of the Citizen Advisory Committee is to advise the Policy Committee and Technical Coordinating Committee of the viewpoint of the citizenry of the Columbus-Phenix City Regional Area.

ARTICLE II

Composition

Membership shall consist of citizens or individuals from organizations within the region who reflect citizen's viewpoints. The Policy Committee or Citizen's Advisory Committee may appoint such other members whose knowledge and experience in the Region will provide the Policy Committee with a better understanding of the average citizen's point of view.

A membership subcommittee consisting of the Chairperson, Vice Chairperson and Secretary and will screen and recommend possible members of the Citizen's Advisory Committee. The membership of the Committee shall not exceed twenty-five (25) members.

ARTICLE III

Duties

Provide general advise to the Policy Committee and Technical Coordinating Committee concerning the citizen's viewpoint.

Review and participate in the various work elements as well as the future plans and systems as they are submitted to the Policy Committee.

Carry back the various data, discussions, and the decisions made by this and other Committees of the Columbus-Phenix City Transportation Study to the citizenry.

ARTICLE IV

Organization

The officers shall consist of a Chairperson, Vice Chairperson, and a Secretary.

The Chairperson and Vice Chairperson shall be elected annually by the membership of the Citizen=s Advisory Committee at the regular June Meeting, to take office on July 1, to serve for a one year term, and not more than two consecutive terms. Vacancies in offices shall be filled by appointment by the chairperson, at the next regular meeting after the vacancy occurs for the unexpired term.

The Secretary shall be the Chief Transportation Planner of the Columbus-Phenix City Transportation Study.

ARTICLE V

Duties of Officers

Chairperson - To preside at all meetings of the Citizen=s Advisory Committee and to call special meetings are needed.

Vice Chair - To perform the duties of the Chairperson in his absence.

In the absence of the Chairperson and the Vice Chairperson, the members present shall select a temporary Chairperson.

Secretary - To record the minutes and attendance, prepare required reports; notify members of meetings, and such other duties as required or directed by the Chairperson. Notice of meetings shall be mailed as least one week in advance of meeting date whenever practical.

ARTICLE VI

Meetings

1. The regular meeting date of the Citizen=s Advisory Committee shall be on Tuesday of the second full week of the month at 2:00 p.m. at a place to be determined by the Chairperson. The Chairperson shall call special meetings as may be required and as herein provided.
2. Subcommittees shall meet as determined by the Chairperson of said committee.
3. In order for business to be transacted, there must be at least seven (7) members, or one-third of the membership present, whichever is less, shall be constitute a quorum.
4. Any member who is absent without excuse for three consecutive meetings is removed from membership.

ARTICLE VII

Amendment of Article

These by-laws may be amended by an affirmative vote of a simple majority of full voting membership of the Committee. A by-law change may be presented for consideration at a regular scheduled meeting of the Committee; however, voting on a change shall be conducted at the next regular scheduled meeting.