

**COLUMBUS-PHENIX CITY  
METROPOLITAN PLANNING ORGANIZATION (MPO)**

**FY 2024  
UNIFIED PLANNING WORK PROGRAM**

View this document at <http://www.columbusga.org/Planning>

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Date adopted: March 21, 2023

The Unified Planning Work Program (UPWP) was prepared as a cooperative effort of the U.S. Department of Transportation, Federal Highway Administration, Federal Transit Administration, the Alabama Department of Transportation, the Georgia Department of Transportation, and local participating governments, in partial fulfillment of requirements in Title 23 USC 134 and 135, amended by the FAST Act, Sections 1201 and 1202, December 2015. The contents of this document do not necessarily reflect the official views or policy of the U.S. Department of Transportation.

The Columbus-Phenix City MPO complies with Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq.), which states that “no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.” In addition to Title VI, there are other Nondiscrimination statutes that afford legal protection. These statutes include the following: Section 162 (a) of the Federal-Aid Highway Act of 1973 (23 USC 324) (sex), Age Discrimination Act of 1975 (age), and Section 504 of the Rehabilitation Act of 1973/Americans with Disabilities Act of 1990 (disability).

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

**FISCAL YEAR 2024 UNIFIED PLANNING WORK PROGRAM**

**WHEREAS** the Columbus-Phenix City Metropolitan Planning Organization (MPO) has been designated by the Governors of the States of Alabama and Georgia as the recipient of Columbus-Phenix City Urbanized Area (UZA) and Metropolitan Planning Area (MPA) funds, and who is responsible, together with the States of Alabama and Georgia, for implementing the applicable provisions of 23 USC 134 and 135 (amended by the FAST Act, Sections 1201 and 1202, December 2015); 42 USC 2000d-1, 7401; 23 CFR 450 and 500; 40 CFR Parts 51, and 93; and

**WHEREAS** the U.S. Department of Transportation requires all urbanized areas, as established by the U.S. Bureau of the Census, doing area-wide urban transportation planning, to submit a Unified Planning Work Program (UPWP) as a condition for meeting the provisions by Title 23 USC 134 and the relevant citations above, and that the draft UPWP will be subject to UZA and MPA boundary changes required by the U.S. 2010 Census: 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** a UPWP that is developed with funds provided by 23 USC 134 must be consistent with all applicable provisions of 23 CFR 450.104 and 308; and

**WHEREAS** the Columbus Department of Planning, the Georgia Department of Transportation, and the Alabama Department of 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 2024; and

**BE IT FURTHER RESOLVED** that the C-PCTS Policy Committee finds that the requirements of Title 23 USC 134 and 23 CFR 450 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.

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Mayor B.H. "Skip" Henderson, III, Chairman  
Policy Committee

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March 21, 2023

Date

Attest

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Will Johnson, MPO/Planning Director

## METROPOLITAN PLANNING ORGANIZATION COMMITTEES

### POLICY COMMITTEE

**VOTING:** Mayor B.H. “Skip” Henderson, III, Columbus – Chair  
Mayor Eddie Lowe, Phenix City – Vice-Chair  
Charles Coffey, Chairman, Cusseta-Chattahoochee (Georgia) Commission  
Mayor Fred Copeland, Jr., Smiths Station, Alabama  
Chance Corbitt, Chairman, Russell County (Alabama) Commission  
Bill English, Chairman, Lee County (Alabama) Commission  
Rosa Evans, Director of METRA, Columbus  
Steve Graben, Southeast Regional Engineer, Alabama DOT  
Will Johnson, Director of Planning/MPO  
Dennis McEntire, Georgia State Transportation Board  
Jannine Miller, Director of Planning, Georgia DOT  
Lisa Sandt, Lee Russell County of Governments, PEX  
Vacant, Chairman, Citizens Advisory Committee

**ADVISORY:** Mark D. Bartlett, PE, Division Administrator, FHWA, Alabama  
Bradley B. Lindsey, PE, State Local Transportation Engineer – Alabama DOT  
Daniel Hinton, PE, Acting Division Administrator, FHWA, Georgia  
Casey Langford, Office of Planning, Georgia DOT  
Michael Presley, District Engineer, Georgia DOT

### TECHNICAL COORDINATING COMMITTEE

**VOTING:** Will Johnson, Director of Planning, Columbus, Chair  
**Vacant**, Master Planner, Fort Benning  
Ramsey Ashmore, PE, Montgomery Area Traffic Engineer, Alabama DOT  
Vance Beck, PE, Assistant Director of Engineering, Columbus  
**Vacant**, County Manager, Chattahoochee County  
Shawn Blakeney, PE, Russell County Engineer  
Amber Clark, Director, Columbus Airport  
Felton Grant, Transportation Planning ROW Coordinator, Columbus  
Justin Hardee, PE, Lee County Engineer  
Pam Hodge, Deputy City Manager, Columbus  
Wallace Hunter, City Manager, Phenix City  
Matt Leverette, PE, Division Pre-Construction Engineer, Alabama DOT  
Jim Livingston, Executive Director, River Valley Regional Commission  
Angel Moore, City Engineer, Phenix City  
Ena Rivera, METRA, Columbus  
Adam Smith, Pre-Construction Engineer, Georgia DOT  
Andrew Swicegood, City Engineer, Smiths Station  
Jackie Williams, Transportation Planning Specialist, Georgia DOT

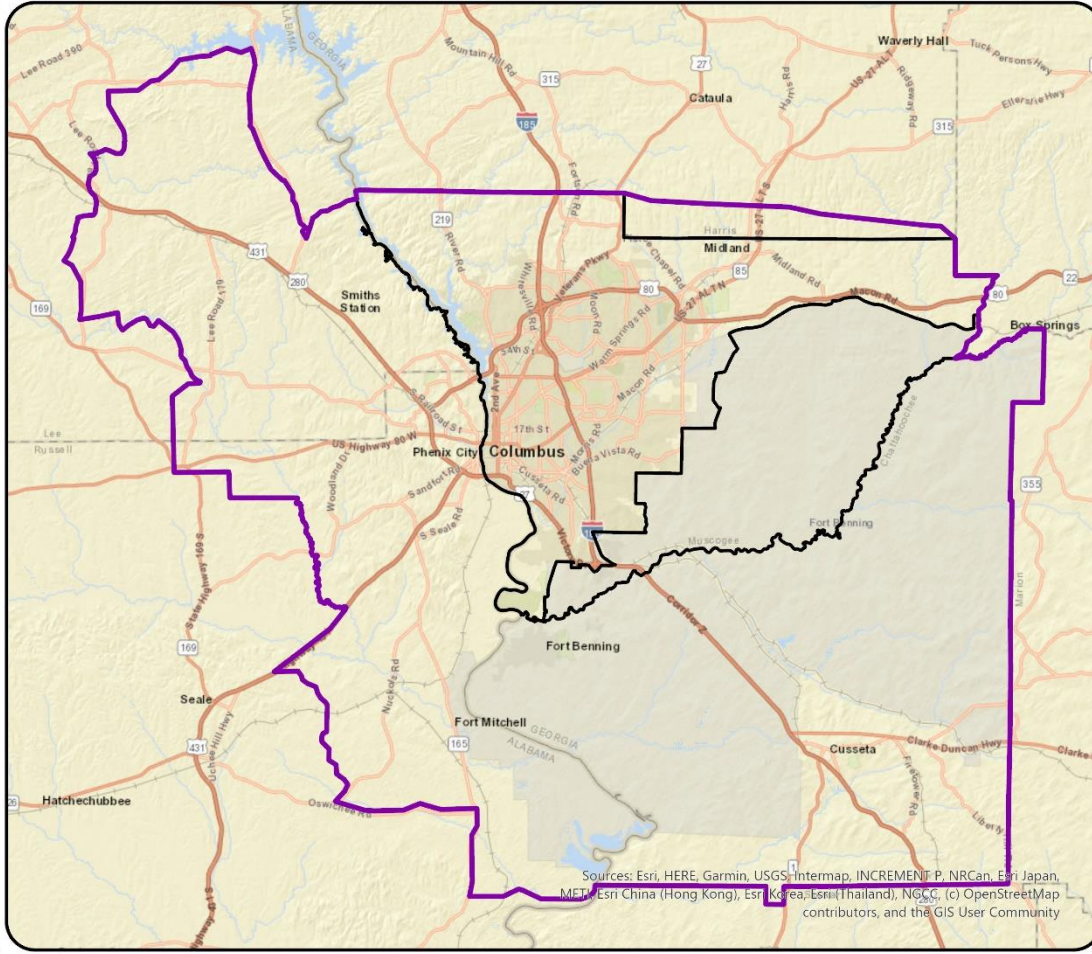
**ADVISORY:** Larry Alexander, Federal Highway Administration, Alabama  
**Carol Comer**, Multi-Modal Planning Division, Georgia DOT  
Anne Marie Day, Planning Team Leader, FHWA, Georgia  
Robert B. Dees, PE, Planning Engineer, Local Transportation Bureau, ALDOT  
Josh Kervin, PE, Southeast Region Pre-Construction Engineer, ALDOT  
Olivia Lewis, Federal Highway Administration, Georgia  
Vacant, Chairman, Citizens Advisory Committee  
Harland Smith, District Planning & Programming Coordinator, GDOT  
**Nicole Spivey**, Federal Transit Administration, Georgia  
Tim Toomy, PE, Area Engineering, GDOT  
Rhonda King, Program Analyst, FTA Alabama  
Daniel Wyatt, Fort Benning

## **CITIZENS ADVISORY COMMITTEE**

**VOTING:** **CAC Committee is being restructured**

**ADVISORY:** Will Johnson, Director of Planning - Secretary

# Columbus - Phenix City Metropolitan Planning Organization



Sources: Esri, HERE, Garmin, USGS, Intermap, INCREMENT P, NRCan, Esri Japan, METI, Esri China (Hong Kong), Esri Korea, Esri (Thailand), NGCC, (c) OpenStreetMap contributors, and the GIS User Community



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# **INTRODUCTION**

## **A. OVERVIEW OF THE TRANSPORTATION PLANNING PROCESS**

As the Metropolitan Planning Organization (MPO) 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**

In the FAST Act, the metropolitan and statewide transportation planning processes are continued and enhanced to incorporate performance goals, measures, and targets into the process of identifying needed transportation improvements and project selection. Public involvement remains a hallmark of the planning process. Transportation planning must also comply with the Americans with Disabilities Act (ADA). MPO Staff along with Columbus' Engineering Department will update the ADA Transition Plan as needed. To provide a framework through which the citizens of the community can participate in an advisory capacity in the planning and programming of transportation, citizen participation is required.

**"As recipients of Section 5307, the public involvement requirements for METRA and PEX are met through the MPO's Public Involvement Process"**

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 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. The Columbus-Phenix City MPO is a Transportation Management Area (TMA) with a population of greater than 200,000 based on Census Information. Map 1 identifies the urban area served by the MPO.

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 committee representatives during the document development and review process to ensure 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 nine divisions: Administration, Local Grants, Engineering, Intermodal, Construction, Permits & Operations, P3/Program Delivery, Finance, and Planning.

#### **D. COMMITTEE POLICIES**

The Policy Committee is at the top of the organization, 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. Outlined below are the functions of each committee.

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.

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. **MPO Staff is in the process of restructuring the Citizens Advisory Committee.**

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. Review's 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 requires 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 Fixing America's Surface Transportation (FAST) Act, transportation bill also requires that statewide planning processes be consistent with Title VI.

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Executive Order 12898, Sec. 2-2

The Columbus-Phenix City MPO will comply with all requirements of Title VI programs, processes, and procedures.

The MPO completed the Title VI Plan in 2019 and the document will be updated it as needed.  
[www.columbusga.gov/Planning/pdfs/TitleVI.pdf](http://www.columbusga.gov/Planning/pdfs/TitleVI.pdf)

The City of Columbus completed a Title VI Plan update for the City in January 2022.

METRA updated the Title VI Plan in 2022: [www.columbusga.gov/pdfs/FTA-TitleVI.pdf](http://www.columbusga.gov/pdfs/FTA-TitleVI.pdf)

## **INFRASTRUCTURE INVESTMENT AND JOBS ACT (IIAJ Act)**

On November 15, 2021, President Joe Biden signed the Infrastructure Investment and Jobs Act, or “IIAJ Act” into law, the largest federal investment bill in United States history. The \$1.2 trillion package includes a five-year allocation of \$440 billion in federal investments in American’s infrastructure to upgrade highways and major roads, bridges, airports, ports, and water systems. Additional investments cover expansions and improvements to the nation’s broadband access, public transportation systems, and energy grid infrastructure. Almost 80% of the \$550 billion in new spending will go to projects funded entirely or primarily by grants. Program feasibility guidelines will extend funding accessibility for all states, regions, and localities. The Infrastructure Bill is classified into 12 programs to summarize the core objectives while highlighting the primary funding agencies and provide a representative sample of affected programs within each program’s category. The IIAJ Act transportation programs are outlined below:

### **ROADS, BRIDGES, & MAJOR PROJECTS - \$110 Billion:**

- Reauthorize surface transportation programs
- Invest in additional funding to repair roads and bridges and support major transformational projects

### **PUBLIC TRANSPORTATION - \$39 Billion**

- Repair public transit infrastructure (i.e., buses, railcars, stations and track, signals, and power systems)
- Replace deficient transit vehicles, including buses with clean, zero-emission vehicles
- Invest in modernizing transit to reduce greenhouse emissions.

### **PASSENGER & FREIGHT RAIL - \$66 Billion**

- Eliminate Amtrak maintenance
- Modernize the Northeast Corridor
- Bring reliable rail service to areas outside the northeast and mid-Atlantic

### **AIRPORTS - \$25 Billion**

- Repair airports and reduce maintenance backlogs
- Reduce congestion and emissions near airports and drive electrification and other low carbon technologies

### **PORTS AND WATERWAYS - \$16 Billion**

- Upgrade port infrastructure and waterways
- Reduce congestion and emissions near ports and waterways and drive electrification and other low carbon technologies

### **ELECTRIC VEHICLES, BUSES, AND FERRIES - \$15 Billion**

- Build and expand a national network of EV chargers
- Provide funding for deploying chargers along highway corridors
- Reduce emissions and improve air quality

### **SAFETY - \$11 Billion**

- Invest in the safety of transit system, including highways, pedestrians, vehicles, and trucks
- Enhance crash avoidance and drunk driving prevention technologies.

## **Planning Factors**

The MPO develops the UPWP to provide comprehensive, cooperative, and continuing transportation planning (known as the “3-C Process”) for the Columbus-Phenix City area. The FAST Act requires that the metropolitan planning process consider and analyze the following ten factors for each planning activity. *The ten planning activity factors with C-PCTS’s associated goals and objectives are shown below and are integrated into the UPWP task elements.*

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency while promoting consistency among transportation improvements and state and local planning growth and economic development patterns.

**Goal: A globally competitive, diversified economy that protects and enhances our natural environment:**

### **Metrics:**

- Number of demolished structures during construction of transportation projects. *TIA Project – Intersection Improvements along Buena Vista Road (Columbus Spider Web Network) – During the ROW phase, ten (10) structures were demolished. One (1), maybe two (2) structures to be demolished once the ROW phase is completed. There were three (3) structures demolished during the ROW Phase for the Cusseta Road Interchange. There are five (5) structures that will be demolished during the construction of the DDI at Buena Vista Road and I-185 bridge.*
  - Acres of agricultural land or vacant properties converted to another use. *21.75 acres of vacant properties that were converted to another use.*
  - Number of rezoning cases that negatively affect the transportation network. *Staff completed twenty-seven (27) traffic analysis for the rezoning cases with one (1) case that will affect the transportation network.*
    - Objective 1: Emphasize public/private partnership resulting in increased regional investment.
    - Objective 2: Accentuate the utilization and expansion of our existing transportation and infrastructure advantages.
    - Objective 3: Promote growth that protects and enhances the environment.
2. Increase the safety of the transportation system for motorized and non-motorized users. *On January 19, 2023, the Columbus-Phenix City Transportation Study (C-PCTS) MPO Policy Committee adopted the Georgia Department of Transportation (GDOT) Safety Performance Management Targets for 2023. On October 18, 2022, the Columbus-Phenix City Transportation Study (C-PCTS) MPO Policy Committee adopted the Alabama Department of Transportation (ALDOT) Safety Performance management Targets for 2023. The Safety Targets are adopted on a yearly basis.*

**Goal: A safe transportation system:**

### **Metrics:**

- Number of automobile collisions per year - *(January 1, 2022 to December 15, 2022 Georgia) – 7,634 with 25 fatalities. Data received from GEARS, Columbus Police Department.*
- Number of bike fatalities per year – *(2022 Georgia) – 6 bicycle crashes with zero (0) fatalities. Data received from GEARS & the Columbus Police Department.*
- Number of pedestrian fatalities per year. *January 1, 2022 to December 15, 2022 (Georgia) – 7 fatalities. Data received from GEARS & the Columbus Police Department. There is no data available for Harris County as they have a disclaimer on their website: “Please note that the 2020 Data is incomplete for some agencies and therefore is not recommended to be including for crash analysis”.*

- Objective 1: Locate the top five (5) most dangerous intersections. *MPO Staff continues to work with the Law Enforcement Offices and the Engineering Departments of the counties/cities within the MPO region to locate the top five most dangerous intersections. Funding to improve these intersections can be MPO or local funds.*
  - Objective 2: Continue to educate drivers and bicyclists-pedestrians about safely sharing the road.
  - Objective 3: *MPO Staff will work with the Transit agencies on incorporating incident data for Safety Planning*
3. Increase the security of the transportation system for motorized and non-motorized users.

***Goal: A secure transportation system:***

*Metrics:*

- Improve the safety of transit facilities including stops and vehicles. *METRA currently has cameras on all buses and is currently discussing ways to improve security on the bus stops. METRA will utilize FTA 5307 funding to add amenities along METRA's 10 fixed bus routes and the dial-a-ride routes. These amenities will include new benches, shelters, concrete slabs under shelters, and trash receptacles. Future improvements will include lightening installed around the bus stops/shelters.*
  - Support the development of regional preparedness and evacuation planning.
4. Increase the accessibility and mobility of people and for freight. *MPO is utilizing GAMPO PL Funds to develop the 2050 MTP with a Freight Plan component and the 2023 Congestion Management Process (CMP).*

***Goal: An accessible transportation system:***

*Metrics:*

- Dial-A-Ride ridership per year. *METRA transports 587,929 riders annually (about 2,500 per day) for the dial-a-ride and fixed routes. (Ridership is measured by FTA in Unlinked Passenger Trips (UPTs). Every time someone gets on a bus to go somewhere they are counted. One (1) person may be counted multiple times if they have more than one trip. It determines the frequency of usage as opposed to the number of customers using transit).*
- Average Truck Speed on the National Highway System.
  - Objective 1: Strive to integrate local, regional, and national transportation systems to facilitate movement of people and freight between modes. *MPO will conduct a Freight Plan Component with the MTP update for 2050 and update the Congestion Management Process for 2023.*
  - Objective 2: Support Freight facilities connecting the region to national and global markets. *MPO Staff will conduct a Freight Plan Component with the 2050 MTP update during FY 23 and FY 24.*
  - Objective 3: Enhance connectivity between housing, jobs, services, and educational facilities.
  - Objective 4: Continue to improve system accessibility for people with special transportation needs, including persons with disabilities, the elderly, and the young and low-income populations. Increase ADA compliance with intersection improvements. *MPO Staff continues to work with the Cities of Columbus (Georgia) and Phenix City (Alabama) on implementing projects identified in the ADA Compliance Documents for each city.*
  - Objective 5: Encourage land use policy that supports access for disabled persons, efficient mass transit, and non-motorized travel.



- Objective 2: Improve the internal connectivity of the transportation network.
  - Objective 3: Increase access, expansion and improve the reliability of public mass transit.
7. Promote efficient system management and operation.

**Goal: An efficient transportation system:**

Metrics:

- Level of Travel Time Reliability (LTTR)
  - Peak Hour Travel Time Ratio (PHTR)
  - Truck Travel Time Reliability (TTTR)
8. Objective 1: June 19, 2018, the Columbus-Phenix City Transportation Study (C-PCTS) MPO Policy Committee adopted the Georgia Department of Transportation (GDOT) Travel Time Targets and on August 21, 2018, the MPO Policy Committee adopted the Alabama Department of Transportation (ALDOT) Travel Time Targets for 2018. *March 21, 2023, the Columbus-Phenix City Transportation Study (C-PCTS) MPO Policy Committee adopted the Georgia Department of Transportation (GDOT) and the Alabama Department of Transportation (ALDOT) Travel Time Targets.*
9. Emphasize the preservation of the existing transportation system.

**Goal: Maximize transportation system:**

Metrics:

- Number of rezoning cases (changes in land use) that do not have a negative impact on the transportation system. *Staff completed twenty-seven (27) traffic analysis for the rezoning cases with one (1) case that effect the transportation network.*
  - Number of completed projects that increase capacity without widening the road.
    - Objective 1: Promote projects that increase capacity and safety without widening the road. *The Buena Vista Road Diverging Diamond Interchange (TIA) project will increase capacity and safety without widening the roadway / bridge. GDOT is in the process of completing the design for replacing the current cloverleaf interchange on Bradley Park Drive and J.R. Allen / US 80 with a diverging diamond interchange.*
    - Objective 2: Promote multi-modal transportation that diverts travel demand off single occupancy automobile trips.
10. Improve the resiliency and reliability of the transportation system and reduce or mitigate storm water impacts of the surface transportation.

Metrics:

- Gallons of storm water diverted off roadways and land use changes.
    - Staff will assist the firms contracted to design projects on reducing storm water impacts for all road projects. Creating watersheds, detention ponds, etc., can control storm water. *Staff continues to work with the engineering firm (Heath-Linebeck) on the design for the Infantry Road / Follow Me Trail Extension on watersheds located along the new road.*
11. Enhance travel and tourism.

Metrics:

- Number of visitors to Columbus and surrounding counties/cities.
  - Objective 1: Encourage the use of the Fall Line Trace. *The MPO Staff is working with the City of Columbus' Parks & Recreation Department on new signage for the Fall Line Trace, the River Walk and updating the Park and Ride locations.*
  - Objective 4: Congestion Mitigation during events.
  - Objective 5: Identify funds for the Environmental Impact Study for the High-Speed Rail Project.

- Objective 6: *Completion of the Mott's Green Plaza – The construction on this project is underway and should be completed by late 2023.*
- Objective 7: *Completion of the Dragonfly Trails – The TAP project – Multiuse trail along Cherokee Avenue is under design.*

The IIAJ Act also requires federally funded transportation projects to support national goals for the nation's transportation system by focusing on projects that:

- Achieve a significant reduction in traffic fatalities and serious injuries on all public roads.
- Maintain the "highway infrastructure asset system" in a state of good repair.
- Achieve a significant reduction in congestion on the National Highway System.
- Improve the efficiency of the surface transportation network.
- Improve the national freight network, strengthen the ability of rural communities to access national and international trade markets, and support regional economic development.
- Enhance the performance of the transportation system while protecting and enhancing the natural environment.
- Reduce project costs, promote jobs and the economy, and expedite the movement of people and goods by accelerating project completion through eliminating delays in the project development and delivery process, including reducing regulatory burdens and improving agencies' work practices (23 U.S. Code § 150).



## PLANNING FACTORS MATRIX

## **Planning Emphasis Areas – FHWA**

The Federal Highway Administration and Federal Transit Administration has encouraged the inclusion of the three Planning Emphasis Areas (PEAs) in the UPWP as these are considered U.S. DOT Secretarial priorities and avenues for continuous improvement for Metropolitan Transportation Planning.

With continued focus on transportation planning the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) Offices of Planning have jointly issued updated Planning Emphasis Areas (PEAs) to include eight new PEAs.

The Columbus-Phenix City MPO is making it a priority to focus on connectivity and the need for a truly multimodal system. The MPO Staff is working with local groups on new multi-use trails that are being constructed in Columbus.

The performance measures align with the FAST Act goal areas and evaluate projects by purpose and scale. The Columbus-Phenix City MPO is currently establishing additional performance targets and will work with ALDOT, GDOT and FHWA (Georgia & Alabama).

1. Performance Based Planning and Programming: The development and implementation of a performance management approach to transportation planning and programming that supports the achievement of the performance outcomes of the transportation system.

Performance measures and indicators will be developed and tracked as the plans are updated.

- On January 16, 2018, the Columbus-Phenix City Transportation Study (C-PCTS) MPO Policy Committee adopted the Georgia Department of Transportation (GDOT) and the Alabama Department of Transportation (ALDOT) Safety Performance Management Targets. The MPO Policy Committee adopted the GDOT and ALDOT's 2019 Safety Targets on January 15, 2019 and the 2020 Safety Targets (GDOT & ALDOT) on December 16, 2019. The MPO Policy Committee adopted ALDOT's 2021 Safety Targets on October 20, 2020. On January 19, 2021, the Columbus-Phenix City Transportation Study (C-PCTS) MPO Policy Committee adopted the Georgia Department of Transportation (GDOT) Safety Performance Management Targets for 2021. On October 20, 2020, the Columbus-Phenix City Transportation Study (C-PCTS) MPO Policy Committee adopted the Alabama Department of Transportation (ALDOT) Safety Performance management Targets for 2021. On February 15, 2022, the Columbus-Phenix City Transportation Study (C-PCTS) MPO Policy Committee adopted the Georgia Department of Transportation (GDOT) and the Alabama Department of Transportation (ALDOT) Safety Performance Management Targets. *On October 18, 2022, the Columbus-Phenix City MPO Policy Committee adopted the Alabama Department of Transportation (ALDOT) Safety Performance Management Targets. On January 17, 2023, the MPO Policy Committee will adopt GDOT's Safety Performance Measurement Targets for 2023. The Safety Targets are adopted on a yearly basis.*
- On September 13, 2018, the MPO Policy Committee adopted GDOT's Transit Targets and ALDOT's Bridge and Pavement Targets. *On March 21, 2023, the MPO Policy Committee adopted GDOT's and ALDOT's Bridge and Pavement Targets.*

- On June 19, 2018, the MPO Policy Committee adopted GDOT’s Bridge, Pavement and Travel Time Performance Targets. New targets are expected to be adopted in January of 2023. *On March 21, 2023, the MPO Policy Committee adopted GDOT’s Bridge, Pavement and Travel Time Performance Targets.*
  - On August 21, 2018, the MPO Policy Committee adopted ALDOT’s Travel Time Performance Targets and the Transit Targets. *On March 17, 2023, the MPO Policy Committee adopted ALDOT’s Travel Time Performance Targets.*
  - *On October 20, 2020, the MPO Policy Committee adopted ALDOTs adjusted the Travel Time Performance Targets (PM3).*
- a. Land Use and Preservation:
- The City of Columbus adopted the complete streets criteria. MPO staff will collaborate with the city to ensure compliance.
  - Acres of agricultural land or vacant property converted to another use. *There was one rezoning case with 21.75 acres of agricultural land and vacant property converted to another use.*
  - MPO staff is currently tracking number of converted properties that negatively affect the transportation network. *Staff has completed twenty-seven (27) traffic analysis for the rezoning cases with one (1) case that will affect the transportation network.*
  - Number of vacant or blighted buildings demolished due to MPO projects. MPO staff is currently tracking number of demolishing due to MPO or City projects.
- b. Pedestrian and Bicycle System:
- Number of pedestrian/bicycle improvement projects completed (safe street crossings, pedestrian signals). *The City of Columbus completed a multiuse trail along Martin L. King, Jr. Boulevard and along 10<sup>th</sup> Street in FY 2021.*
  - Linkages to existing or planned public transit nodes. Number of projects that incorporate existing bus stops as a component of the design. *The MPO will incorporate bus stops into all transportation improvement projects during the design phase.*
  - Miles of on street bike lanes created (tracked by GIS Division for the City of Columbus). *Currently the City of Columbus has a little over six (6) miles of street bike lanes.*
  - Miles of sidewalks created (currently tracked by GIS Division)
  - Percentage of workers commuting by bike (Data Source: American Community Survey).
  - Percentage of workers commuting by walking (Data Source: American Community Survey).
- c. Road Safety: *MPO Staff will utilize GEARS on determining where to improve and / or add road / pedestrian / bicycle facilities.*
- Traffic crash data to include number of injuries, fatalities.
  - Intersection improvements based on crash data.
  - Number of bike fatalities per year.
  - Number of pedestrian fatalities per year.

Data to be collected from Georgia Electronic Accident Reporting System (GEARS) and the Critical Analysis Reporting Environment (CARE).

2. Models of Regional Planning Cooperation: Promote cooperation and coordination across MPO Boundaries and across State boundaries where appropriate to ensure a regional approach to transportation planning.
  - Define which seats/members cooperating agencies and subcommittees must fill. The subcommittees must constitute representatives within the MPO boundaries and shall be key stakeholders from each region.
  - To ensure regional access, MPO committee meetings to be conducted at different locations within the MPO.
  - Identify funds for the Environmental Impact Study for the High-Speed Rail Project.
  
3. Access to Essential Services/Ladders of Opportunity: Access to essential services in which the transportation planning process identifies transportation connectivity gaps and solutions to address those gaps.
  - a. Sidewalks / Multi-Use Paths
    - Identify funds and locations to construct sidewalks that will connect neighborhoods and public places. Staff is working with local community groups on new sidewalks / multiuse paths. Staff amended the 2045 MTP and the 2021-2024 TIP to include a TAP Project for the City of Columbus – Construct a 10’ multiuse trail along Cherokee Avenue on September 21, 2021.
    - Implement projects identified in the Alternative Transportation Plan.

December 15, 2021 – FHWA advised MPO’s that there are eight (8) new PEA’s (see below). The MTP Development will focus on “equity, resiliency, climate change, complete streets, and freight”. C-PCTS will amend / update documents once more guidance is received from FHWA.

4. Tackling the Climate Crisis – Transition to a Clean Energy, Resilient Future: To ensure that our transportation plans and infrastructure investments help achieve the national greenhouse gas reduction goals of 50-52 percent below 2005 levels by 2030, and net-zero emissions by 2050, and increase resilience to extreme weather events and other disasters resulting from the increasing effects of climate change.
  
5. Equity and Justice in Transportation Planning: Ensure that public involvement in the planning process and that plans, and strategies reflect various perspectives, concerns, and priorities from impacted areas. Encourage the use of strategies that:
  - Improve infrastructure for non-motorized travel, public transportation access, and increased public transportation service in underserved communities.
  - Plan for the safety of all road users, particularly those on arterials, through infrastructure improvements and advanced speed management.
  - Reduce single-occupancy vehicle travel and associated air pollution in communities near high-volume corridors.
  - Offer reduced public transportation fares as appropriate
  - Target demand-response service towards communities with higher concentrations of older adults and those with poor access to essential services
  - Consider equitable and sustainable practices while developing transit-oriented development including affordable housing strategies and consideration of environmental justice populations.

6. Complete Streets: FHWA and FTA assist Federal aid recipients to plan, develop, and operate streets and networks that prioritize safety, comfort, and access to destinations for people who use the street network, including pedestrians, bicyclists, transit riders, micro-mobility users, freight delivery services, and motorists. The goal is to provide an equitable and safe transportation network for travelers for all ages and abilities, including those from marginalized communities facing historic disinvestment.
  - *The City of Columbus and the Columbus-Phenix City MPO implemented a Complete Streets Policy in 2018.*
7. Public Involvement: Early, effective, and continuous public involvement brings diverse viewpoints into the decision-making process. FHWA Division and FTA regional offices encourage MPOs, State DOTs, and providers of public transportation to increase meaningful public involvement in transportation planning by integrating Virtual Public Involvement (VPI) tools into the overall public involvement approach while ensuring continued public participation by individuals without access to computers and mobile devices.
8. Strategic Highway Network (STRAHNET) / U.S. Department of Defense (DOD) Coordination: FHWA Division and FTA Regional offices encourage MPOs and State DOTs to coordinate with representatives from DOD in the transportation planning and project programming process on infrastructure and connectivity needs for STRAHNET routes and other public roads that connect to DOD facilities.
  - *A representative from Fort Benning, Georgia is an advisory member on the PCC and a voting member on the TCC.*
9. Federal Land Management Agency (FLMA) Coordination: FHWA Division and FTA regional offices encourage MPOs and State DOTs to coordinate with FLMAs in the transportation planning and project programming process on infrastructure and connectivity needs related to access routes and other public roads and transportation services that connect to Federal lands.
10. Planning and Environment Linkages (PEL): FHWA Division and FTA regional offices encourage State DOTs, MPOs, and Public Transportation Agencies to implement PEL as part of the transportation planning and environmental review processes. The use of PEL is a collaborative and integrated approach to transportation decision-making that considers environmental, community, and economic goals early in the transportation planning process, and uses the information, analysis, and products developed during planning to inform the environmental review process.
11. Data in Transportation Planning: FHWA Division and FTA regional offices should encourage State DOTs, MPOs, and providers of public transportation to incorporate data sharing and consideration into the transportation planning process, because data assets have value across multiple programs.

## **23 CFR 450.104 Subpart A – Transportation Planning & Programming – Definition**

*Unified Planning Work Program (UPWP)* means a statement of work identifying the planning priorities and activities to be carried out within a metropolitan planning area. At a minimum, a UPWP includes a description of the planning work and resulting products, who will perform the work, time frames for completing the work, the cost of the work, and the source(s) of funds.

## **23 CFR 450.308 Funding for Transportation Planning and Unified Planning Work Programs**

- (a) Funding provided under 23 U.S.C. 104(f), 49 U.S.C. 5305(d), 49 U.S.C. 5307, and 49 U.S.C. 5339 are available to MPO's to accomplish activities in this subpart. At the State's option, funds provided under 23 U.S.C. 104(b)(1) and (b)(3) and 23 U.S.C. 105 may also be provided to MPO's for metropolitan transportation planning. In addition, an MPO serving an urbanized area with a population over 200,000, as designated by the Bureau of the Census, may at its discretion use funds sub-allocated under 23 U.S.C. 133(d)(3)(E) for metropolitan transportation planning activities.
- (b) Metropolitan transportation planning activities performed with funds provided under title 23 U.S.C. and title U.S.C. Chapter 53 shall be documented in a Unified Planning Work Program (UPWP) or simplified statement of work in accordance with the provisions of this section and 23 CFR part 420.
- (c) Except as provided in paragraph (d) of this section, each MPO, in cooperation with the State(s) and public transportation operator(s), shall develop a UPWP that includes a discussion of the planning priorities facing the MPO. The UPWP shall identify work proposed for the next one or two-year period by major activity and task (including activities that address the planning factors in 450.306(a)), in sufficient detail to indicate who (e.g., MPO, State, public transportation operator, local government, or consultant) will perform the work, the schedule for completing the work, the resulting products, the proposed funding by activity/task, and a summary of the total amounts and sources of Federal and matching funds.
- (d) With the prior approval of the State and the FHWA, and the FTA, an MPO in an area not designated as a TMA may prepare a simplified statement of work, in cooperation with the State(s) and the public transportation operator(s), in lieu of a UPWP. A simplified statement of work would include a description of the major activities to be performed during the next one or two-year period, who (e.g., State, MPO, public transportation operator, local government, or consultant) will perform the work, the resulting products, and a summary of the total amounts and sources of Federal and matching funds. If a simplified statement of work is used, it may be submitted as part of the State(s) planning work program, in accordance with 23 CFR part 420.
- (e) Arrangements may be made with the FHWA and the FTA to combine the UPWP or simplified statement of work with the work program(s) for other Federal planning funds.
- (f) Administrative requirements for UPWP's and simplified statements of work are contained in 23 CFR part 420 and FTA Circular C8100.1B (Program Guidance and Application Instructions for Metropolitan Planning Grants).

## **FISCAL YEAR 2024 UNIFIED PLANNING WORK PROGRAM**

The Unified Planning Work Program (UPWP) is the document that describes urban transportation planning activities to be undertaken in FY 2024. The report also identifies the funding source, budget amount, and time frame for the various planning activities. The UPWP organizes the work elements into five sections, which are described below.

### **Administration**

- 1.2 Operations and Administration
- 1.3 Training and Employee Education
- 1.6 Unified Planning Work Program (UPWP)
- 1.7 Quarterly and Annual Reports for PL Funds

### **Public Involvement**

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

### **Data Collection**

- 3.1 Socio-Economic Data
- 3.4 Transportation Analysis, Models, and Surveys

### **System Planning**

- 4.1 Congestion Management Process
- 4.4 Air Quality Technical Studies
- 4.5 Bike / Pedestrian Planning
- 4.7 Geographic Information System Development
- 4.11 Metropolitan Transportation Plan
- 4.12 Transportation Improvement Program
- 4.13 Special Transportation Studies and Projects

### **Transit Service Planning Activities**

- 5.1 Preparation 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)

### **Complete Streets (Y410)**

- 6.1 Safe & Accessible Transportation Options

### **PL Funding Studies**

- 2050 MTP with a Freight Plan Component and the 2023 CMP

## ***1-0 ADMINISTRATION***



<b>TASK # 1.2</b>
<b>Sub-element: Operations and Administration</b>

**OBJECTIVE**

To administer and operate the MPO transportation planning process by properly coordinating MPO functions with the Georgia and Alabama Departments of Transportation.

**PREVIOUS WORK**

Staff attended and took notes for the following C-PCTS MPO meetings: The TCC met on October 14, 2021 and January 13, February 10, March 10, May 12, July 14, August 11, and October 13, 2022. The PCC met on October 19, 2021 and January 18, February 15, March 15, May 17, July 19, August 16, and October 18, 2022. MPO Staff recorded the meetings and transcribed the minutes. MPO/TIA project invoices were paid and submitted for reimbursement from GDOT monthly. These invoices include PE, purchases for ROW, and Construction.

**PROJECT DESCRIPTION**

Provide staff support for all MPO meetings. This includes agendas, minutes, and mailings. Committees staffed include Transportation Planning staff, Policy Coordinating Committee (PCC), Technical Coordinating Committee (TCC), and Citizens Advisory Committee (CAC). MPO staff will review/pay invoices and send to GDOT for reimbursement.

**PRODUCT**

Reports and documentation of meetings are available to GDOT and ALDOT if requested. MPO Staff will maintained all documents and website.

<b>TARGET START AND END DATES</b>	July 1, 2023 to June 30, 2024	<b>LEAD AGENCY</b>	C-PCTS
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<b>FUNDING SOURCE</b>	<b>AMOUNT</b>
FHWA (Georgia)	\$51,503.14
FHWA (Alabama)	\$19,171.00
COLUMBUS CONSOLIDATED GOVERNMENT	\$12,875.79
PHENIX CITY	\$ 4,792.75
<b>TOTAL</b>	<b>\$88,342.68</b>

## TASK # 1.3

### Sub-element: Training and Employee Education

#### **OBJECTIVE**

The purpose of this task is to develop and maintain the technical proficiency of the MPO staff. The goal of the task is to have a knowledgeable MPO staff that can provide proper guidance to the planning process.

#### **PREVIOUS WORK**

Staff attended the following webinars / workshops:

- Reconnecting Communities Grant Program – Webinar – July 14, 2022
- All Stations Accessibility Program – Webinar – August 16, 2022
- Socioeconomic Forecasting Group – Webinar – August 17, 2022
- ALDOT / MPO's PM3 Target Update – TEAMS Meeting – August 18, 2022
- Greenhouse Gas Emissions Performance Measure – Notice of Proposed Rulemaking Confirmation – Webinar – August 23, 2022
- Save the Date – GDOT 2022 Transit Subrecipient Workshop – August 24 and 25, 2022
- DOT/OIG Fraud Awareness Training for Bipartisan Infrastructure Law (FHWA) – September 12, 2022
- MPO/RPO Planner's Conference – ALDOT – Webinar, August 24, and September 15, 2022
- GPA (Georgia Planning Association Conference) – Columbus, GA – September 13, 14, and 15, 2022
- GAMPO – September 26, 2022
- Video-Based Protected Left Turn Warrants and Road Safety Audits – October 20, 2022
- How Zoning Shapes Cities, Communities, Regions, and the Transportation Network – Webinar – Planetizen – November 22, 2022
- MPO/RPO Planner's Conference – ALDOT – Webinar, November 10, 2022
- Modeling Training (TransCAD) – ALDOT – Zoom Meeting, December 8 and 9, 2022
- Public Involvement Working Group Meeting – AMPO – December 14, 2022

#### **PROJECT DESCRIPTION**

MPO Staff will attend transportation planning related webinars, seminars, conferences, and meetings as opportunities arise. Participate in educational opportunities such as GDOT/ALDOT Training classes, the annual GAMPO conference and work session as well as ALDOT's Monthly MPO/RPO Planner's Conference, the annual American Planning Association (APA) Conference, the annual Alabama Transportation Planners Association Conference, and other training opportunities that will arise.

#### **PRODUCT**

Staff will continue to improve education to ensure a complete planning process. Attendance at training opportunities, meetings, and conferences. Travel documentation, trip reports, and training materials

<b>TARGET START AND END DATES</b>	July 1, 2023 to June 30, 2024	<b>LEAD AGENCY</b>	C-PCTS
<b>FUNDING SOURCE</b>		<b>AMOUNT</b>	
FHWA (Georgia)		\$10,851.20	
FHWA (Alabama)		\$ 3,055.00	
COLUMBUS CONSOLIDATED GOVERNMENT		\$ 2,712.80	
PHENIX CITY		\$ 763.75	
<b>TOTAL</b>		<b>\$17,382.75</b>	

<b>TASK # 1.6</b>
<b>Sub-element: Unified Planning Work Program (UPWP)</b>

**OBJECTIVE**

Develop an annual planning work program for C-PCTS that meets local, federal, and state requirements.

**PREVIOUS WORK**

MPO Staff presented the draft 2023 UPWP to the MPO Committees in February of 2022. After a 30-day comment period, the PCC Committee adopted the final document on March 15, 2022. MPO staff began work on the draft FY 2024 UPWP during the 1<sup>st</sup> and 2<sup>nd</sup> Quarter of FY 2023.

**PROJECT DESCRIPTION**

The UPWP document includes short descriptions of task elements, work products, responsible participants, and an identification of funding sources. Monitor the activities and progress identified in the UPWP to ensure compliance with the approved tasks.

**PRODUCT**

Amend Fiscal Year 2024 UPWP Budget as needed and Develop Fiscal Year 2025 UPWP (Draft and Final Document).

<b>TARGET START AND END DATES</b>	The 2025 Draft UPWP document will be generated in the 2 <sup>nd</sup> Quarter of the 2024 Fiscal Year with the final document adopted in 3rd Quarter of Fiscal year 2024.	<b>LEAD AGENCY</b>	C-PCTS
<b>FUNDING SOURCE</b>		<b>AMOUNT</b>	
FHWA (Georgia)		\$18,851.20	
FHWA (Alabama)		\$ 5,554.00	
COLUMBUS CONSOLIDATED GOVERNMENT		\$ 4,712.80	
PHENIX CITY		\$ 1,288.50	
<b>TOTAL</b>		<b>\$30,406.50</b>	

**TASK # 1.7****Sub-element: Quarterly and Annual Reports for PL Funds****OBJECTIVE**

Provide adequate administrative support to prepare, process, and track annual and quarterly grant documentation in support of the MPO’s operating budget.

**PREVIOUS WORK**

This is a continuing annual activity. The 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> Quarterly Reimbursement Reports were completed for FY 2022 and submitted to GDOT, ALDOT, and FHWA. The MPO 4<sup>th</sup> Quarter Reimbursement Report and the Annual MPO Report for FY 2022 was completed in August 2022 and submitted to GDOT and FHWA. The 4<sup>th</sup> Quarter Reimbursement Request and the Annual MPO Report for ALDOT was completed in December 2022.

**PROJECT DESCRIPTION**

The MPO will prepare the quarterly reports in a timely fashion and submit reimbursement request to GDOT and ALDOT. The quarterly reports will describe the work completed during each ninety-day periods. The 2023 Annual Performance Reports will discuss the goals of each work element and describe the budgeted versus actual expenditures for the year.

**PRODUCT**

Routine annual and quarterly progress reports and reimbursement requests.

<b>TARGET START AND END DATES</b>	July 1, 2023 to June 30, 2024	<b>LEAD AGENCY</b>	C-PCTS
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<b>FUNDING SOURCE</b>	<b>AMOUNT</b>
FHWA (Georgia)	\$ 6,507.50
FHWA (Alabama)	\$ 1,527.00
COLUMBUS CONSOLIDATED GOVERNMENT	\$ 1,626.88
PHENIX CITY	\$ 381.75
<b>TOTAL</b>	<b>\$10,043.13</b>

## ***2-0 PUBLIC INVOLVEMENT***

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

To provide information to the public about the transportation planning process, to respond to requests for information from the public, and to foster meaningful public input into all transportation planning plans, programs, and projects. Community outreach will be included in the planning factors.

**PREVIOUS WORK**

At this time, there were no work hours associated with this task due to continued effects of COVID and lack of staff.

**PROJECT DESCRIPTION**

The MPO will continue to use Facebook (3,800 followers), Instagram (271 followers), Twitter (4 followers) and the program Constant Contact - In-Touch (1,401 email addresses) to send out transportation related materials and information. The MPO will continue to meet with community leaders, freight shippers, providers of freight transportation services and other interested parties with a reasonable opportunity to comment on the MPO's documents. MPO documents are available on the website after approval from the Policy Committee and are available in the local libraries and government buildings. The MPO Staff will participate in community events to engage the community on transportation issues. Staff will utilize the City's Television Channel to advertise meetings and documents. Staff will distribute comment cards at all public meetings for feedback on transportation issues. Staff will utilize ADA accessible public building to hold public meetings. Staff identifies census tracts that have vulnerable populations and take special steps to meet the needs of these identified within these census tracts. Staff will implement all the Performance Targets that apply in community outreach programs/meetings. MPO staff will utilize the restructured CAC to provide regular feedback on issues and concerns.

**PRODUCT**

Ongoing community outreach and education, an updated mailing list, an updated e-mail list, and continue to utilize social media platforms like Instagram and Facebook. A maintained and updated website, and a revised public participation plan (if needed). The Citizens Advisory Committee will be restructured to create a more engaging CAC.

<b>TARGET START AND END DATES</b>	July 1, 2023 to June 30, 2024	<b>LEAD AGENCY</b>	C-PCTS
<b>FUNDING SOURCE</b>		<b>AMOUNT</b>	
FHWA (Georgia)		\$5,036.48	
FHWA (Alabama)		\$ 0.00	
COLUMBUS CONSOLIDATED GOVERNMENT		\$1,259.13	
PHENIX CITY		\$ 0.00	
<b>TOTAL</b>		<b>\$6,295.61</b>	

**TASK # 2.2**

**Sub-element: Environmental Justice / Title VI**

**OBJECTIVE**

This task will include work efforts, which will help ensure the full, and fair participation by all potentially affected communities in the transportation decision-making process and prevent the denial of, reduction in, or significant delay in the receipt of benefits by minority and low-income populations. Staff will incorporate the planning factors that could affect EJ communities.

**PREVIOUS WORK**

MPO Staff assisted METRA (Columbus Transit) with their PCC approved (May 17, 2022) 2022 Title VI Program.

**PROJECT DESCRIPTION**

MPO representatives will be involved in as many community events as staff resources permit. MPO staff will make every effort to include the underserved communities in all transportation related projects. The use of unconventional public meetings and activities are examples of possible strategies to include these groups. MPO staff will continue to monitor land use on a regular basis to update EJ locations as needed. Staff will amend and update the ADA Transition Plan and Title VI Plan as needed. Staff will attend required Environmental Justice / Title VI meetings and certification requirements conducted by FHWA. Staff will continue to monitor and update Title VI / EJ Locations.

**PRODUCT**

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

<b>TARGET START AND END DATES</b>	July 1, 2023 to June 30, 2024	<b>LEAD AGENCY</b>	C-PCTS
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<b>FUNDING SOURCE</b>	<b>AMOUNT</b>
FHWA (Georgia)	\$3,036.48
FHWA (Alabama)	\$ 0.00
COLUMBUS CONSOLIDATED GOVERNMENT	\$ 759.12
PHENIX CITY	\$ 0.00
<b>TOTAL</b>	<b>\$3,795.60</b>



<b>TASK # 2.3</b>
<b>Sub-element: Public Participation Plan</b>

**OBJECTIVE**

Maintain and periodically update the Participation Plan. Evaluate the effectiveness of the Participation Plan and document the associated results in the Participation Plan.

**PREVIOUS WORK**

At this time, there were no work hours associated with this task.

**PROJECT DESCRIPTION**

MPO Staff will continue to engage in community activities as to amend the 2019-2022 Public Participation Plan as needed and required and update the plan for FY 2022 - 2035. Future amendments to the plan will be reviewed by C-PCTS TCC, PCC, GDOT, FHWA, FTA, and the public as necessary.

**PRODUCT**

MPO Staff will continue to engage in community activities as to amend the 2019-2022 Public Participation Plan as needed and required and update the plan for 2022 – 2025.

<b>TARGET START AND END DATES</b>	July 1, 2023 to June 30, 2024	<b>LEAD AGENCY</b>	C-PCTS
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<b>FUNDING SOURCE</b>	<b>AMOUNT</b>
FHWA (Georgia)	\$ 9,116.16
FHWA (Alabama)	\$ 1,550.00
COLUMBUS CONSOLIDATED GOVERNMENT	\$ 2,279.04
PHENIX CITY	\$ 387.50
<b>TOTAL</b>	<b>\$13,332.70</b>

## ***3-0 DATA COLLECTION***

<b>TASK # 3.1</b>
<b>Sub-element: Socio-Economic Data</b>

**OBJECTIVE**

Maintain a comprehensive, up-to-date socio-economic database for the transportation planning process. This work element will focus on maintaining and updating the socio-economic data needed for the travel demand model.

**PREVIOUS WORK**

At this time, there were no work hours associated with this task.

**PROJECT DESCRIPTION**

The MPO is responsible for the review and evaluation of the basic economic and demographic data and analysis of the present plan projections. These analyses consider socio-economic data, transit surveillance data, land use data, and street and highway data. The forecasted socio-economic data will be developed with cooperation from the TCC/CAC using various planning tools, current land use, aerial photographs, land use plans, comprehensive plans, economic trends, socioeconomic trends, and other sources deemed necessary.

**PRODUCT**

Detailed demographic information necessary to evaluate the planning process and to develop an updated MTP and current Transportation Improvement Program. The cooperative local database programs will result in highly accurate four-year land use inventories for use in planning updates.

<b>TARGET START AND END DATES</b>	July 1, 2023 to June 30, 2024	<b>LEAD AGENCY</b>	
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<b>FUNDING SOURCE</b>	<b>AMOUNT</b>
FHWA (Georgia)	\$3,036.48
FHWA (Alabama)	\$1,550.00
COLUMBUS CONSOLIDATED GOVERNMENT	\$ 759.12
PHENIX CITY	\$ 387.50
<b>TOTAL</b>	<b>\$5,733.10</b>

## TASK # 3.4

### Sub-element: Transportation Analysis, Models, and Surveys

#### OBJECTIVE

Continue a program of collecting, synthesizing, organizing, and storing a variety of useful community data that are technically sound and relevant to the transportation process.

#### PREVIOUS WORK

Staff completed the traffic analysis for 27 rezoning cases for FY 2023:

- REZN – 03-22-0503 – 3679 Steam Mill Road
- REZN – 05-22-0911 – 418 5<sup>th</sup> Avenue
- REZN – 05-22-0912 – 3390 Wooldridge Road
- REZN – 05-22-0913 – 8828 Veterans Parkway
- REZN – 05-22-0914 – 2313 Manchester Expressway
- REZN – 06-22-1175 – 4615 Warm Springs Road
- REZN – 07-22-1372 – Veterans Parkway & Old Guard Road (4 parcels)
- REZN – 07-22-1374 – 1310 13<sup>th</sup> Street & 1315 Delauney Avenue
- REZN – 07-22-1378 – 3408 5<sup>th</sup> Avenue
- REZN – 08-22-1488 – 7300 Old Moon Road
- REZN – 08-22-1561 – 243 Oakley Court & 2200 Oakley Drive
- REZN – 09-22-1673 – 7513 Veterans Parkway
- REZN – 09-22-1674 – 3223 to 3201 6<sup>th</sup> Avenue
- REZN – 11-22-2066 – 1200 & 1226 6<sup>th</sup> Avenue
- REZN – 11-22-2067 – 1947 Wynnton Road
- REZN – 11-22-2068 – 8223 Cooper Creek Road
- REZN – 11-22-2069 – 4030 Veterans Court
- REZN – 11-22-2070 – 6330 Lynridge Avenue
- REZN – 11-22-2152 – 1222 5<sup>th</sup> Avenue
- REZN – 11-22-2153 – 212 Railroad Street
- REZN – 12-22-2275 – 4501 St. Mary’s Road
- REZN – 01-23-0036 – 2925 Manchester Expressway
- REZN – 01-23-0037 – 810 and 840 Pembroke Drive
- REZN – 02-23-0213 – 4128 Forrest Road
- REZN – 02-23-0214 – 5763 and 5747 Veterans Parkway
- REZN – 02-23-0215 – 3019 5<sup>th</sup> Avenue
- REZN – 02-23-0216 – 5436 Forrest Road

Staff is monitoring the number of land use changes that affect the transportation network. There were 21.75 acres of agricultural / vacant properties that were converted to another use. Staff has completed 27 traffic analysis for the rezoning cases with one (1) case that will make a negative effect on the transportation network.

#### PROJECT DESCRIPTION

Staff will monitor bicycle traffic to determine the major routes that cyclists use within the transportation network and to identify possible bike lanes. Staff will track changes in housing units, school enrollment,

employment and population, significant land use changes through the review of zoning cases, site plans, and subdivision plans. The traffic analysis is required to determine the impact on the transportation network due to a change in land use. 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. Activity under this work element focuses on the socio-economic database needed to operate the GDOT traffic generation model. Staff will implement Performance Targets when conducting the traffic analysis for land use changes.

**PRODUCT**

Maps, traffic analysis for rezoning cases and other documents will be prepared as needed.

<b>TARGET START AND END DATES</b>	July 1, 2023 to June 30, 2024	<b>LEAD AGENCY</b>	C-PCTS
<b>FUNDING SOURCE</b>		<b>AMOUNT</b>	
FHWA (Georgia)		\$21,614.70	
FHWA (Alabama)		\$ 3,055.20	
COLUMBUS CONSOLIDATED GOVERNMENT		\$ 5,403.67	
PHENIX CITY		\$ 763.80	
<b>TOTAL</b>		<b>\$30,837.37</b>	

## ***4-0 SYSTEM PLANNING***

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

To maintain a Congestion Management Process (CMP) that provides for effective management of new and existing transportation facilities using travel demand reduction and operational management strategies; in addition, examine travel patterns and system performance data in the Columbus-Phenix City urbanized area and develop, prioritize, and recommend effective and achievable strategies to increase mobility within corridors and sub-areas.

**PREVIOUS WORK**

Staff continues to monitor the corridors outlined in the 2016 CMP to see if traffic patterns have changed due to new developments and changes in land use. Staff applied for and was approved in September 2022 for GAMPO PL Funds to develop a new CMP for FY 2023.

**PROJECT DESCRIPTION**

The MPO is responsible for the development of CMP. The MPO staff uses the CMP to identify congestion on major arterials throughout the urban study area. 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. These areas of congestion may need some type of transportation improvements depending on the type of congestion. Staff will monitor the transportation network due to changes in land use. The Performance Targets adopted by the MPO will be utilized during the Congestion Management Update.

**PRODUCT**

Optimize the efficiency of the existing transportation facilities. Develop the 2023 Congestion Management Process.

<b>TARGET START AND END DATES</b>	July 1, 2023 to June 30, 2024	<b>LEAD AGENCY</b>	Columbus MPO
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<b>FUNDING SOURCE</b>	<b>AMOUNT</b>
FHWA (Georgia)	\$18,168.96
FHWA (Alabama)	\$ 1,528.00
COLUMBUS CONSOLIDATED GOVERNMENT	\$ 4,542.24
PHENIX CITY	\$ 382.00
<b>TOTAL</b>	<b>\$24,621.20</b>

<b>TASK # 4.4</b>
<b>Sub-element: Air Quality Technical Studies</b>

**OBJECTIVE**

The MPO staff will coordinate with EPA and EPD concerning Federal Air Quality Requirements.

**PREVIOUS WORK**

MPO Staff removed all funding for this work element, however, will continue to monitor the standards.

**PROJECT DESCRIPTION**

The MPO staff will monitor changes and / or updates from EPA, EPD, and interagency committees concerning PM 2.5 and ozone. An Air Quality Conformity Report will be prepared if needed and required.

**PRODUCT**

The MPO will develop plans and programs to ensure that transportation activities do not worsen air quality.

<b>TARGET START AND END DATES</b>	July 1, 2023 to June 30, 2024	<b>LEAD AGENCY</b>	C-PCTS
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FUNDING SOURCE	AMOUNT
FHWA (Georgia)	\$ 0.00
FHWA (Alabama)	\$ 0.00
COLUMBUS CONSOLIDATED GOVERNMENT	\$ 0.00
PHENIX CITY	\$ 0.00
<b>TOTAL</b>	<b>\$ 0.00</b>



**TASK # 4.5****Sub-element: Bicycle – Pedestrian Planning****OBJECTIVE**

Continue to promote bicycling and pedestrian use in the community. Partner with other community departments to host Bicycle/Pedestrian Safety classes and bike maintenance / repair events. The MPO will setup annual walk/bike audits that include input and assistance from residents, elected officials/governmental staff, and other partnering organizations. Develop / create a Bicycle/Pedestrian Plan.

**PREVIOUS WORK**

Staff attended Bicycle Columbus monthly meetings. Staff attended the pedestrian/bicycle safety meetings concerning corridors in Columbus. Staff reviewed and updated the ALDOT TAP Application. MPO Staff received a TAP Application from the City of Phenix City.

**PROJECT DESCRIPTION**

Promote bicycling and walking within the MPO communities. Create and promote a safe and secure environment for all modes of transportation to include bicyclist and pedestrian facilities. Staff will implement the Performance Management Targets while promoting Bicycle / Pedestrian Planning. Staff will continue to work with local organizations and governments on new facilities.

“The Bicycle Friendly Community program provides a roadmap to improving conditions for bicycling and guidance to help make your community's vision for a better, bike-able community a reality.”  
<http://bikeleague.org/community>

The MPO uses this designation and framework to advance its goals regarding multimodal transportation, travel and tourism, community engagement, and economic development.

**PRODUCT**

Amend and update MPO Plans to include bicycle and pedestrian trails and bike lanes.

<b>TARGET START AND END DATES</b>	July 1, 2023 – June 30, 2024	<b>LEAD AGENCY</b>	C-PCTS
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<b>FUNDING SOURCE</b>	<b>AMOUNT</b>
FHWA (Georgia)	\$32,432.17
FHWA (Alabama)	\$ 6,665.20
COLUMBUS CONSOLIDATED GOVERNMENT	\$ 8,108.04
PHENIX CITY	\$ 1,666.30
<b>TOTAL</b>	<b>\$48,871.71</b>

**TASK # 4.7****Sub-element: Geographic Information System Development****OBJECTIVE**

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

**PREVIOUS WORK**

The MPO staff continued to update land use, accident data, and traffic count data (GA & AL) that staff will use in MPO planning documents and the C-PCTS mapping system. Staff created zoning maps for the twenty-seven (27) cases referenced in Work Element 3.4. Staff continued to update the transportation map on any changes to the funding, timetable, and updates on the progress of the project.

**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) 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.

**PRODUCT**

Staff will incorporate land use changes, traffic volume maps and accident data that will affect the transportation network.

**TRANSPORTATION RELATED PLANNING ACTIVITIES**

ORGANIZATION

ACTIVITIES

**TARGET START  
AND END DATES**July 1, 2023 to June 30,  
2024**LEAD AGENCY**

C-PCTS

**FUNDING SOURCE****AMOUNT**

FHWA (Georgia)

\$22,873.90

FHWA (Alabama)

\$ 4,665.20

COLUMBUS CONSOLIDATED GOVERNMENT

\$ 5,718.48

PHENIX CITY

\$ 1,166.30

TOTAL

\$34,423.88

<b>TASK # 4.11</b>
<b>Sub-element: Metropolitan Transportation Plan</b>

**OBJECTIVE**

To amend and update the Metropolitan Transportation Plan (MTP) to reflect substantive changes in land use assumptions, development plans, and traffic estimates.

**PREVIOUS WORK**

Staff amended the 2045 MTP to include delete two projects in Phenix City (P.I. # 100073349 & 100073175) and to extend the project limits with an increase in PE and CST funds for P.I. 100073176 in Phenix City on July 19, 2022. Staff amended the 2045 MTP to combine two projects for Russell County on July 19, 2022. Staff amended the 2045 MTP to increase the CST cost for P.I. #0013926 – Miller Road Bridge project in Columbus on July 19, 2022. Staff applied for and was approved in September 2022 for GAMPO PL Funds to develop a new MTP with a Freight Plan component.

**PROJECT DESCRIPTION**

Staff will amend the plan as needed and required. Any recommended plan changes will be presented to the MPO committees for their approval. Staff will consider planning strategies, such as safety, security, and freight movement as well as bicycle and pedestrian planning when adding new projects. The adopted Performance Targets will be implemented in the MTP update. Performance based measures and indicators will be set to evaluate C-PCTS planning efforts for both empirical measures such as reduction in accident severity and subjective measures such as progress made towards sustainability.

**PRODUCT**

Amend the 2045 MTP as needed and develop a new MTP for 2050.

<b>TARGET START AND END DATES</b>	July 1, 2023 to June 30, 2024	<b>LEAD AGENCY</b>	C-PCTS
<b>FUNDING SOURCE</b>		<b>AMOUNT</b>	
FHWA (Georgia)		\$41,527.60	
FHWA (Alabama)		\$ 2,284.55	
COLUMBUS CONSOLIDATED GOVERNMENT		\$10,381.90	
PHENIX CITY		\$ 571.13	
<b>TOTAL</b>		<b>\$54,765.18</b>	

**Task 4.12**

**Sub-element: Transportation Improvement Program (TIP)**

**OBJECTIVE**

Develop the draft and final Transportation Improvement Program. Amend and update the TIP.

**PREVIOUS WORK**

Staff amended the 2021 – 2024 TIP to include delete two projects in Phenix City (P.I. # 100073349 & 100073175) and to extend the project limits with an increase in PE and CST funds for P.I. 100073176 in Phenix City on July 19, 2022. Staff amended the 2021 – 2024 TIP to combine two projects for Russell County on July 19, 2022. Staff amended the 2021 – 2024 TIP to increase the CST cost for P.I. #0013926 – Miller Road Bridge project in Columbus on July 19, 2022. Staff amended the 2021-2024 TIP to delete four (4) projects in Columbus (Whitesville Road, South Lumpkin Road Streetscape, Roundabout at 17<sup>th</sup>, 13<sup>th</sup> and Linwood Ave, and Cusseta Road) on October 18, 2022. Staff amended the Transit Section (METRA) of the 2021-2024 TIP to include Dial-A-Ride Buses on January 17, 2023.

**PROJECT DESCRIPTION**

The MPO will collect multi-modal transportation data and prepare a four-year implementation program. The program will be financially constrained and include public involvement throughout. Projects identified within the TIP will include the planning factors. The adopted Performance Management Targets will be applied on new projects.

**PRODUCT**

Amend the FY 2021-2024 TIP as necessary. Develop the FY 2024 – 2027 TIP during the 3<sup>rd</sup> Quarter of FY 2023.

<b>TARGET START AND END DATES</b>	July 1, 2023 to June 30, 2024	<b>LEAD AGENCY</b>	C-PCTS
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<b>FUNDING SOURCE</b>	<b>AMOUNT</b>
FHWA (Georgia)	\$41,688.79
FHWA (Alabama)	\$10,533.60
COLUMBUS CONSOLIDATED GOVERNMENT	\$10,421.18
PHENIX CITY	\$ 2,733.41
<b>TOTAL</b>	<b>\$65,376.98</b>

**TASK # 4.13****Sub-element: Special Transportation Studies & Projects****OBJECTIVE**

To allow the MPO to respond to unanticipated requests from citizens, study committees, and local governmental entities for the purpose of analyzing transportation problems and recommending solutions.

**PREVIOUS WORK**

Staff continued to work with and attend meetings with the Consultants (Wolverton & Associates, Jacobs Engineering, Atkins Global, and Heath-Linebeck) hired to perform PE for TIA projects: Buena Vista Road Interchange (PE and ROW), Cusseta & Old Cusseta Road (PE), Buena Vista Road Corridor Spider Web (PE & ROW). Staff attended conference calls with GDOT and the Infantry Road-Extension of the Follow Me Trail (Z230) projects. Staff attended conference calls with GDOT on the new Transportation Investment Act (TIA) 2022 project list.

**PROJECT DESCRIPTION**

The MPO will conduct transportation studies as needed to address unanticipated or technically complex problems not otherwise addressed in the routine work program. MPO Staff will amend documents to include new studies. Transportation studies may require consultants to perform the work. Studies and Special projects will include the adopted Performance Management Targets. MPO Staff will perform special transportation studies to include intersection studies, collect turn movements, and traffic counts for the Columbus/Phenix City urban area.

**PRODUCT**

The MPO staff will perform special transportation related studies and projects as needed.

<b>TARGET START AND END DATES</b>	July 1, 2023 to June 30, 2024	<b>LEAD AGENCY</b>	C-PCTS
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<b>FUNDING SOURCE</b>	<b>AMOUNT</b>
FHWA (Georgia)	\$ 47,315.39
FHWA (Alabama)	\$ 29,544.80
COLUMBUS CONSOLIDATED GOVERNMENT	\$ 11,829.85
PHENIX CITY	\$ 7,386.20
<b>TOTAL</b>	<b>\$ 96,076.24</b>

## ***5-0 TRANSIT SERVICE PLANNING***

**TASK # 5.1****Sub-element: Preparation and Administration of Transit Grants****OBJECTIVE**

Apply 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 Metropolitan Planning Organization (MPO), Georgia Department of Transportation (GDOT), Federal Transit Administration (FTA), user agencies and transit stakeholders. Prepare and implement next year’s 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 service area.

**PREVIOUS WORK**

Prepared 5307 grant contracts with FTA and GDOT. Submitted FTA quarterly reports of activities to TrAMS. Submitted quarterly drawdowns to ECHO. Revised the Transit section of the TIP and UPWP. Participated in the Senior-Disabled Transportation Program, coordinated with the Homeless Task Force, Regional Roundtable, Georgia Department of Labor, and DFACS. Planned transit enhancement activities.

**PROJECT DESCRIPTION**

When METRA received 49 USC Section 5307 allocations, the grant applications are prepared and submitted to FTA and GDOT for capital, planning, and operating funds. Programmed 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 transit education. Implement the UPWP 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.

**PRODUCT**

Section 5307 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.

<b>TARGET START AND END DATES</b>	July 1, 2023 to June 30, 2024	<b>LEAD AGENCY</b>	METRA
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<b>FUNDING SOURCE</b>	<b>AMOUNT</b>
FTA 5307	\$ 94,127.00
COLUMBUS CONSOLIDATED GOVERNMENT	\$ 23,533.00
GDOT	\$ 0.00
<b>TOTAL</b>	<b>\$117,660.00</b>

<b>TASK # 5.2</b>
<b>Sub-element: Disadvantaged Business Enterprise (DBE) Program</b>

**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. The DBE Bi-Annual update was completed in November 2022. The next update will be submitted in May 2023. The Title VI triennial update was completed in September 2022; the next update to be submitted is October 2025.

**PREVIOUS WORK**

Administered FY23 DBE Program. Developed and advertised the FY23 DBE program update. Participated in the Unified DBE Program. Title VI program activities and monitoring as required.

**PROJECT DESCRIPTION**

METRA will monitor the FY23 DBE program to ensure that the required participation or good faith efforts are achieved in all FTA contracts. We will update and advertise the DBE program as needed. We will 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. Title VI and DBE activities will be updated, advertised for comments, and printed as needed. METRA will also monitor the Small Business Component of the DBE Program.

**PRODUCT**

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

<b>TARGET START AND END DATES</b>	July 1, 2023 to June 30, 2024	<b>LEAD AGENCY</b>	METRA
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<b>FUNDING SOURCE</b>	<b>AMOUNT</b>
FTA 5307	\$ 8,437.00
COLUMBUS CONSOLIDATED GOVERNMENT	\$ 2,109.00
GDOT	\$ 0.00
<b>TOTAL</b>	<b>\$10,546.00</b>



## TASK # 5.3

### Sub-element: Transit Planning and Management Information System

#### **OBJECTIVE**

Maintain and update the long and short-range transit planning objectives and strategies. Maintain transit and para-transit data that may be needed. Work with the MPO and other transit-related agencies in Columbus/Muscogee County area. 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 improve operations. Provide transit planning information and project development support in transportation planning meetings. Encourage welfare to work and reverse commute activities. Encourage energy conservation. Encourage the use of public transit in the community. Increase public awareness of advantages of public transit. Utilize Intelligent Transit System (ITS) and other emerging technologies to improve system efficiency.

#### **PREVIOUS WORK**

Collected fare-box information data (revenue and ridership), completed NTD Section 15 reports, Georgia Transit Fact Book reports, Long Range Transportation Plan, TIP, and other reports and special projects as needed. Participated in community forums, information sessions, public engagement activities, community meetings, and school events. Communicated with agencies that are stakeholders in public transportation. Developed the Anti-Idling Resolution for heavy-duty vehicles and research on alternative cleaner fuels such as hybrid buses.

#### **PROJECT DESCRIPTION**

Compilation of daily, weekly, monthly, quarterly, and annual reports of route performance and revenue. Preparation for the next FTA Triennial Review, assist during MPO Certification, MIS reports, NTD report data, and other reports required to maintain public transit 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. Participate in the process of reviewing and rewriting the City's Hazard Mitigation Plan, which is required by FEMA to continue to make our city eligible for federal disaster reimbursement funding as well as future funding. Bike-to-work day and other alternative transportation initiatives will be coordinated. Support programs that encourage biking, walking, and transit use. Community wide transit 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. Provide park and ride location that benefit public transportation. Work with groups with Limited English Proficiency. Coordinated public transit and high need focus (i.e., homeless, battered abused individuals, rehabilitated offenders, and disabled military personnel in Public Partnership. METRA will continue a comprehensive review of services to ensure transit facilities remain positive and viable. METRA has collaborated with the State Clean Air Campaign to promote a sustainable clean environment. Implement facets of the Transit Assessment system analysis looking at current and future transit needs funded by TSPLOST – GDOT.

#### **PRODUCT**

Transit MIS reports, Bus Route Analysis, Revenue and Rider-ship Analysis, GFI reports, NTD Monthly Safety Report, Section 15 NTD Annual Data Report, quarterly 5307 Federal Financial Report, Quarterly 5307 Milestone Report.

<b>TARGET START AND END DATES</b>	July 1, 2023 to June 30, 2024	<b>LEAD AGENCY</b>	METRA
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<b>FUNDING SOURCE</b>	<b>AMOUNT</b>
FTA 5307	\$ 57,402.00
COLUMBUS CONSOLIDATED GOVERNMENT	\$ 14,351.00
GDOT	\$ 0.00
<b>TOTAL</b>	<b>\$ 71,753.00</b>

(5303 Funding is shown on Page 58)

**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 professional training sessions, workshops, and conferences (i.e., NTD Section 15, Transportation Planning, DBE and, PSR Workshop, Contracts and Procurement, TrAMS). METRA Staff attended the following webinars/meetings:

- PTASP Training (Bipartisan Infrastructure Law Changes) – March 1, 2022
- ADA Executive Board Meetings – Mayor’s Commission for Persons w/Disability – February 15, March 15, April 19, and May 17, 2022.
- DOT Annual Drug & Alcohol Program Conference – April 5-8, 2022
- DBE Prompt Payment Training – April 20, 2022
- DBE Good Faith Efforts Training – May 17, 2022
- GDOT Transit Subrecipient Workshop – August 24-25, 2022
- GDOT Groups TAM Plan Kickoff Meeting – February 10, 2022
- METRA PTSAP Safety Committee Meeting – (1<sup>st</sup> Qtr.) – August 24, 2022
- Georgia Transit Association 2022 Conference – November 30 – December 2, 2022

**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, fuel-efficient vehicles, contracts, regulations, and public information, and information that enhances the ability to communicate with special needs populations (i.e., disabled customers, ESL English as Second Language persons).

**PRODUCT**

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

<b>TARGET START AND END DATES</b>	July 1, 2023 to June 30, 2024	<b>LEAD AGENCY</b>	METRA
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<b>FUNDING SOURCE</b>	<b>AMOUNT</b>
FTA 5307	\$ 5,458.00
COLUMBUS CONSOLIDATED GOVERNMENT	\$ 1,365.00
GDOT	\$ 0.00
<b>TOTAL</b>	<b>\$ 6,823.00</b>

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

To apply for 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, Alabama.

**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 provided to the public for increased awareness and maximum services.

**PRODUCT**

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

<b>TARGET START AND END DATES</b>	July 1, 2023 to June 30, 2024	<b>LEAD AGENCY</b>	Phenix City, Lee/Russell Council of Governments
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<b>FUNDING SOURCE</b>	<b>AMOUNT</b>
PL-FHWA/FTA	\$24,281.49
COLUMBUS CONSOLIDATED GOVERNMENT	\$ 0.00
PHENIX CITY	\$ 6,070.37
<b>TOTAL</b>	<b>\$30,351.86</b>

**TRANSIT SERVICE PLANNING**  
**Georgia Section**

## TASK # 5.3 Transit Planning and Management Information System

### Sub-element: 44.21.00: Program Support and Administration

#### OBJECTIVE

Coordinate transportation-planning activities with local, state, and federal entities such as the Metropolitan Planning Organization (MPO), Georgia Department of Transportation (GDOT), Federal Transit Administration (FTA), user agencies and transit stakeholders. METRA will prepare the Unified Planning Work Program (UPWP), planning grants, other program requirements that support transit in Columbus, GA. Prepare special transit reports and programs that will enhance the quality of transit services in Columbus/Muscogee County. Coordinated activities with the Department of Human Resources, for the purpose of providing public transportation to customers. Apply for transit planning grants with, Georgia Department of Transportation (GDOT), and other transit funding sources.

#### PREVIOUS WORK

METRA was in attendance and took notes in the following meetings:

- FY 2024 5303 GDOT Planning Contracts. METRA is participating in GDOT's Group TAM plan mandated by FTA.
- METRA worked with GDOT to develop a PTASP (Public Transportation Agency Safety Plan) and staff attended a virtual workshop on November 28, 2022 to review changes made by the Bipartisan Infrastructure Plan.
- METRA staff attended a virtual 2022 Subrecipient Workshop presented by GDOT on August 24 and August 25, 2022.
- METRA Staff attended the MPO Meetings – Policy Coordinating Committee (PCC) met on July 19, August 16, September 21, October 18, 2022. Technical Coordinating Committee (TCC) met on July 14, August 11, and October 13, 2022.

#### PROJECT DESCRIPTION

Develop Georgia Section of the UPWP, which was approved by the MPO committee, (Policy Coordinating Committee (PCC)). Develop planning and program documents in coordination with the MPO and transit related agencies. \*METRA will prepare and submit the grant applications to FTA and GDOT requesting capital and planning funds. Program activities will be managed, reported and closed out at end of fiscal year. 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, 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. Implement supplemental transit grants that support public transit needs and programs (i.e., TIA State Transit Program). \*METRA staff will implement the performance targets for transit.

**PRODUCT**

FY 2024 Georgia POP, UPWP, and TIP other reports and contracts that support transit services.

Coordinated transportation with other transportation providers, Night transportation funded by TSPLOST grant.

<b>TARGET START AND END DATES</b>	July 1, 2023 – June 30, 2024	<b>LEAD AGENCY</b>	METRA Transit System Columbus, Georgia
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<b>FUNDING SOURCE</b>	<b>AMOUNT</b>
FTA 5303	\$91,360.00
STATE 5303 MATCH	\$11,420.00
LOCAL	\$11,420.00
<b>TOTAL</b>	<b>\$114,200.00</b>

## **TASK # 5.3 Transit Planning and Management Information System**

### **Sub-element: 44.24.00: Short Range Transportation Planning**

#### **OBJECTIVE**

Transit planning activities and reports that relate to the direct implementation of transit efficiency. This may include but is not limited to adjusting routes, enhancing current service, meeting with community groups, public forums and other activities that impact service delivery within 0-3 years. To conduct local surveys, provide revenue and ridership reports, and other required data reports to be used by management, maintenance, and operations of transit services.

#### **PREVIOUS WORK**

Collected and analyzed customer and public transit survey. Responded to transit comments and information request. Attended Citywide meetings with citizen groups to discuss transit needs and other public services. Met with students to provide public transit education. Prepared the FY 2022 National Transportation Data Section 15 Report GTA information, and ridership surveys. Communities in Motion Day Surveys, Daily General Farebox Information (GFI) Reports, Limited English Proficiency (LEP) implementation, Wounded Warrior, Homeless Task Force program, Career Days at area schools, and Hispanic Outreach, Mayor's Commission for Unity, Prosperity and Diversity, Mayor's Commission for Persons with Disabilities and Youth Advisory Council. METRA will be providing shuttle services to extend from METRA Transfer Center to the new VA Hospital on Mobley Road to provide service for VA Veteran's. Services began in the summer of 2022. METRA has an Adopt-A-Stop Sign program that allows citizens to adopt a stop to maintain the beautification of the bus stop. METRA partners with the community to allow non-profit organizations to be involved in keeping the bus areas cleaned via a signed agreement.

#### **PROJECT DESCRIPTION**

Garner information from citizens, agencies, and internal data from General Farebox Information (GFI), for the purpose of ensuring that transit services remain viable and short-term changes are developed for review, approval, and upgrading as trends are available. METRA will develop local surveys, revenue reports, ridership reports and other data provided by Operations to include Customer Surveys, GFI Revenue and Ridership Reports.

#### **PRODUCT**

Meetings with public groups, schools, public agencies, with special interest group (e.g., Hispanic Outreach, Mayor's Commission for Unity, Mayor's Commission for Prosperity and Diversity (MCUPD), Commission for Persons with Disabilities, and senior citizen's homes. General Farebox Information (GFI) revenue, ridership, National Transportation Data Section 15 reports, special projects, and Transit Assessment Final Reports. METRA staff will participate 54 in Community forums, information sessions, public speaking, and interactions with agencies that are stakeholders in public transit. METRA is a voting member of the MPO, Technical Coordinating Committee (TCC), Policy Coordinating Committee (PCC) and a non-voting member of the Citizen Advisory Committee.



<b>TARGET START AND END DATES</b>	July 1, 2023 – June 30, 2024	<b>LEAD AGENCY</b>	METRA Transit System Columbus, Georgia
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<b>FUNDING SOURCE</b>	<b>AMOUNT</b>
FTA 5303	\$39,453.00
STATE 5303 MATCH	\$ 4,931.00
LOCAL	\$ 4,931.00
<b>TOTAL</b>	<b>\$49,316.00</b>

**TASK # 5.3 Transit Planning and Management Information System**

**Sub-element: 44.25.00: Transportation Improvement Program (TIP) Georgia Transit Section**

**OBJECTIVE**

Develop the TIP data and report based on allocation, local matching funds, state matching funds, and local requirements. The TIP is a prioritized listing/program of transportation projects covering a period of four years that is developed and formally adopted by the MPO as part of the metropolitan transportation planning process, consistent with the Metropolitan Transportation Plan (MTP), and required for projects to be eligible for funding under Title 23 of the U.S. Code and 49 U.S.C. Chapter 53.

**PREVIOUS WORK**

FY 2021 Georgia Section of the TIP and Financial Plan. The 2021-2024 TIP was amended on August 16, 2022 to include the 5339 funding.

**PROJECT DESCRIPTION**

Submit the Georgia Transit section of the TIP and the Financial Plan to the full MPO for approval. METRA will collect data through Connetics Transportation Group to show our bus route changes as necessary. Documents will be amended by the MPO committee.

**PRODUCT**

FY2024 TIP, Financial Plan, and all supporting documentation.

<b>TARGET START AND END DATES</b>	Develop the Georgia Section of the FY 2024 TIP.	<b>LEAD AGENCY</b>	METRA Transit System Columbus, Georgia
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<b>FUNDING SOURCE</b>	<b>AMOUNT</b>
FTA 5303	\$ 9,920.00
STATE 5303 MATCH	\$ 1,240.00
LOCAL	\$ 1,240.00
<b>TOTAL</b>	<b>\$12,400.00</b>

EXHIBIT 4

SECTION 5303 BUDGET INFORMATION

Technical Classifications\*

UPWP Task #	Activity Line Item (ALI) Code	Description	Estimated Project Cost
5.3	44.21.00	Program Support and Administration	\$114,200.00
5.3	44.24.00	Short Range Transportation Planning	\$49,316.00
5.3	44.25.00	Transportation Improvement Program (TIP) Georgia Transit Section	\$12,400.00
		<b>Total Project Cost (100%)</b>	<b>\$175,916.00</b>

**FUND ALLOCATIONS**

Federal Share (80%)	\$140,733.00
MPO Share (10%)	\$17,592.00
State Share (10%)	\$17,591.00
<b>Total Project Cost (100%)</b>	<b>\$175,916.00</b>

**Y410**

**SAFE AND ACCESSIBLE TRANSPORTATION**

**COMPLETE STREETS**

<b>TASK - SAFE &amp; ACCESSIBLE TRANSPORTATION OPTIONS (Y410)</b>
Sub-element:

**OBJECTIVE**

Increase safe and accessible options for multiple travel modes for people of all ages and abilities.

**PREVIOUS WORK**

New Task

**PROJECT DESCRIPTION**

Incorporate standards or policies that ensure the safe and adequate accommodation of all users of the transportation system, including pedestrians, bicyclists, public transportation users, children, older individuals, individuals with disabilities, motorists, and freight vehicles.

**PRODUCT**

Complete Streets standards and policies.

<b>TARGET START AND END DATES</b>	July 1, 2023 – June 20, 2024	<b>LEAD AGENCY</b>	C-PCTS
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<b>FUNDING SOURCE</b>	<b>AMOUNT</b>
FHWA	\$ 7,936.20
STATE	\$ 0.00
LOCAL	\$ 1,984.05
<b>TOTAL</b>	<b>\$ 9,920.25</b>

## **PL FUNDED STUDIES**

**TASK – P.I. 0019628 - 2050 METROPOLITAN TRANSPORTATION PLAN (MTP) WITH A FREIGHT PLAN ELEMENT AND THE 2023 CONGESTION MANAGEMENT PROCESS (CMP)**

**OBJECTIVE**

The MPO will advertise an RFP to engage a consultant to develop a new Metropolitan Transportation Plan (MTP) for 2050 and a new Congestion Management Process (CMP) for 2023.

**PREVIOUS WORK**

MPO staff has conducted six iterations of Congestion Management Process (2003, 2005, 2007, 2009, 2016). MPO Staff has completed the last three MTP’s in house (2035, 2040, and 2045).

**PROJECT DESCRIPTION**

The 2023 Congestion Management Process (CMP) is a separate report and under Federal regulations the CMP is required for all metropolitan areas with a population greater than 200,000. A key task in the development of a Congestion Management Process is the identification and structuring of congestion mitigation strategies. Collection of travel and delay time data is an important component of this process.

The Columbus-Phenix City MPO is required by FHWA to prepare and develop a new Metropolitan Transportation Plan (MTP) every five (5) years. An enhanced Freight element within the MPO urbanized boundaries should be included in the 2050 MTP. This plan also assists GDOT by providing data for the Travel Demand Model (TDM). This plan will include both short and long-term strategies and tasks to progress the development of a thriving and efficient integrated intermodal transportation system that moves people and goods throughout the C-PCTS area. The requirements of all federal regulations should be included in this effort.

**PRODUCT**

2050 Metropolitan Transportation Plan (MTP) with a Freight Plan Component and the 2023 Congestion Management Process (CMP)

<b>TARGET START AND END DATES</b>	February 1, 2023 – December 31, 2024. Adoption of the final MTP will need to be on or before December 16, 2024.	<b>LEAD AGENCY</b>	C-PCTS
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<b>FUNDING SOURCE</b>	<b>AMOUNT</b>
FHWA	\$320,000.00
STATE	\$ 0.00
LOCAL	\$ 80,000.00
<b>TOTAL</b>	<b>\$400,000.00</b>





**FY 2024 SOURCE OF FUNDS**







## ALABAMA PLANNING STUDIES

SPONSOR	DESCRIPTION
ALDOT	Statewide Bicycle and Pedestrian Plan <a href="https://www.dot.state.al.us/tpmpweb/mp/BicyclePedestrianPlan/index.html">https://www.dot.state.al.us/tpmpweb/mp/BicyclePedestrianPlan/index.html</a>
ALDOT	Statewide Freight Plan <a href="https://www.dot.state.al.us/tpmpweb/mp/freightPlanning.html">https://www.dot.state.al.us/tpmpweb/mp/freightPlanning.html</a>
ALDOT	Statewide Transportation Plan <a href="https://www.dot.state.al.us/tpmpweb/mp/swtp.html">https://www.dot.state.al.us/tpmpweb/mp/swtp.html</a>
ALDOT	Alabama Statewide Airport System Plan (Aviation's Plan)
ALDOT	Transit Statewide Management Plan
ALDOT	2014 Alabama State Rail Plan

## **APPENDIX**

## **MPO COMMITTEE BYLAWS**

# COLUMBUS-PHENIX CITY TRANSPORTATION STUDY

## POLICY COMMITTEE

### By-Laws

(Last Amended: August 2020)

#### 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  
Mayor – Smiths Station, Alabama  
Chairman of County Commission - Russell County, Alabama  
Chairman of County Commission - Lee County, Alabama  
Commissioner - Georgia Department of Transportation  
Representative - District 3, Georgia State Transportation Board  
Southeast Region Engineer - Alabama Department of Transportation  
Project Director - Columbus, Phenix City Transportation Study  
Chairman – Citizen’s Advisory Committee  
Chairman of County Commission – Chattahoochee County, Georgia  
Transit Manager – METRA - Columbus, Georgia  
Transit Manager – PEX – Phenix City, Alabama

##### Advisory Members (Non-Voting)

Division Administrator - Federal Highway Administration, Alabama  
Division Administrator - Federal Highway Administration, Georgia  
Intermodal Planning Engineer - Federal Highway Administration, Georgia  
Branch Chief, Office of Planning - Georgia Department of Transportation



District III Engineer - Georgia Department of Transportation  
Assistant Bureau Chief Metropolitan Planning & Transit - Alabama Department of  
Transportation  
Commanding General - Fort Benning, Georgia  
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 ensuring 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 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 as 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 Policy Committee shall meet monthly on the third (3<sup>rd</sup>) Tuesday 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 its implementation.

For business to be transacted there must be a recognized quorum of voting members or their alternates and such quorum consists of a majority.

At the discretion of MPO Staff or the Chairperson, conference calling or virtual meetings will be permitted and available.

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, May 2022)

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 Planning - Committee Chair  
Chief - Transportation Planning Division - Committee Vice Chair  
Deputy City Manager  
Chief - Traffic Engineering Division - Department of Engineering  
Highway Coordinator - Department of Planning  
Director - Department of Transportation (METRA)  
Airport Manager  
Executive Director – River Valley Regional Commission

Fort Benning, Georgia  
Civil Engineer

Georgia Department of Transportation  
Urban Transportation Planner, Office of Planning  
District III Preconstruction Engineer

Phenix City, Alabama  
City Manager

Phenix City, Alabama  
City Engineer

Russell County, Alabama  
County Engineer

Lee County, Alabama  
County Engineer

Alabama Department of Transportation  
Assistant Bureau Chief Metropolitan Planning & Transit  
Preconstruction Engineer, Southeast Region

Chattahoochee County Commission

Smiths Station, Alabama  
City Engineer

Advisory Members (Non-Voting)

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 – Citizen’s 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 on 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.

At the discretion of MPO Staff or the Chairperson, conference calling or virtual meetings will be permitted and available.

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 propose



**COLUMBUS-PHENIX CITY TRANSPORTATION STUDY**

**CITIZEN ADVISORY COMMITTEE**

*MPO STAFF IS RESTRUCTURING THE CAC COMMITTEE AND NEW BY-LAWS WILL BE PUT IN PLACE ONCE A NEW COMMITTEE IS FORMED.*

**COLUMBUS-PHENIX CITY TRANSPORTATION STUDY  
METROPOLITAN PLANNING ORGANIZATION  
MEMORANDUM OF UNDERSTANDING**