

January 12, 2012

To: Citizen Advisory Committee

From: Kathi Wiederhold

Subject: Item 6: Unified Planning Work Program (UPWP) Interim Review

**Action Recommended:** Make recommendations to the Metropolitan Policy Committee on the public involvement strategy for the UPWP Interim Review.

### **Issue Summary**

The purpose of agenda item 6 is to request input from the Citizen Advisory Committee (CAC) on the public involvement recommended for the upcoming Interim Review of the 2011-2013 UPWP.

The Public Participation Plan lists the minimum public involvement required for the UPWP. The purpose of this agenda item is to work with the CAC to determine if any additional outreach is desired.

### **Background**

The Unified Planning Work Program (UPWP) is a federally required document that describes transportation planning activities that Central Lane MPO partner agencies intend to conduct over a specific time frame. The partner agencies of the MPO work together with the Oregon Department of Transportation (ODOT), the Federal Highway Administration, and the Federal Transit Administration to develop the UPWP.

Previously, the UPWP was developed annually but changes in federal requirements enabled agencies to prepare two-year plans. The two-year plan provides the public and policy makers with an understanding of the larger planning horizon and more efficiently utilizes limited staff resources. The previous UPWP was the first two-year plan for the Central Lane MPO, it covered fiscal years 2010 and 2011. The current UPWP is halfway through implementation and covers fiscal years 2012 and 2013.

For each program area or work element, the UPWP describes the objective, action items, and ongoing core activities of the MPO and the partner agencies, including the Cities of Coburg, Eugene, and Springfield, Lane County, Lane Transit District (LTD), Point-2-Point (previously known as Commuter Solutions), and the Oregon Department of Transportation (ODOT). Tasks and products are detailed for either Year 1, Year 2, or both years of the UPWP.

The UPWP soon to be started will cover fiscal years 2012 and 2013 and will contain the following:

- Planning tasks in eight program areas to be conducted over a one- to two-year period;
- Federally funded transportation studies as well as all relevant state and locally planning activities conducted without federal funds;
- Funding sources for each program area; and
- The agency or agencies responsible for each task or study.

One of the eight program areas of the UPWP is Public Participation. Key public involvement action items for the last two years addressed the following:

- Citizen Advisory Committee and ongoing public involvement Activities;
- Updating and maintaining the Public Participation Plan;
- Developing the central clearinghouse and implementing Phase II of the eMPO website ; and
- Implementing the MPO Title VI Plan.

The schedule calls for MPC to review a draft UPWP Addendum in April 2012 and to consider the draft for adoption in May 2012. The Summary Table of Public Involvement on page 13 of the Public Participation Plan provides the framework for developing the public outreach strategy for the UPWP. The Summary Table requires the following core public involvement tools for the UPWP: a 30-day public comment period, notice to interested parties, a notice on the MPO website, and input from the CAC. The public outreach for the 2010-2011 UPWP consisted of these items.

### **Staff Recommendation**

In developing an outreach strategy for the Interim UPWP the CAC may wish to consider the following questions:

- Does the nature of the interim UPWP warrant extensive public outreach?
- What outreach tools beyond the core ones should the strategy include?
- How can we design the outreach to interest the general public?

As a preliminary recommendation, staff proposes the following:

- Email notice to MPO list (600 distribution)
- Posting of the Interim Review UPWP and proposed Addendum on the MPO website [www.theMPO.org](http://www.theMPO.org)
- A 30-day public comment period
- CAC Review of the Draft UPWP
- Media release to 12 media—newspapers, radio, and television
- Announcement on MetroTV
- Announcement in City of Eugene InMotion enewsletter (1800 distribution)

### **Action Requested**

Review the background and staff recommendation in this memo. Recommend a draft public outreach strategy to the Metropolitan Policy Committee for approval at their February 9, 2012, meeting.