CATSO

Columbia Area Transportation Study Organization

FY 2022 Unified Planning Work Program

Approved by Coordinating Committee

August 26, 2021

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Introduction

The purpose of the Unified Planning Work Program (UPWP) is to outline grant-related Columbia metropolitan planning area programs and goals for the upcoming fiscal year. Federal metropolitan planning funding is received through a Federal Transportation Grant from the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA), known as a Consolidated Planning Grant (CPG). The UPWP provides the basis for requesting CPG assistance. The CPG is a combination of FHWA/FTA (OneDOT) funding consolidated into one grant category. The City of Columbia's Department of Community Development Planning Division, acting on behalf of the City, serves as the recipient agency for the Columbia Area Transportation Study Organization (CATSO) and conducts planning activities on their behalf. CATSO is an organization designated by the Governor as the certified "Metropolitan Planning Organization" (MPO) for the Columbia Area. The membership of this organization includes all of the public agencies participating in transportation programs for the Columbia area. Specifically, this includes MoDOT, Boone County, and the City of Columbia. The implementation of this FY2022 document is a cooperative process of the CATSO, MoDOT, OneDOT, Go COMO (the Columbia Transit System) and members of the CATSO Technical Committee and Coordinating Committee. Eligible planning activities, as described in this work program, are funded by CPG funds on an 80/20 federal/local split.

Planning Priorities Summary

The CATSO 2050 Long Range Transportation Plan (LRTP) was formally adopted in December, 2019. CATSO is in the early phases of a potential major amendment to the 2050 LRTP to provide additional planning framework for expansion of the existing public bus system to cover the entire CATSO metropolitan planning area (MPA). Staff anticipates consultant work to develop a long range transit plan in the future. Currently, CATSO staff are reviewing consistency between the LRTP's Goals/Objectives and its associated list of long term projects.

Last year, CATSO staff began development of the West Area Plan. This project was put on hold due the ongoing CoVID-19 pandemic. Staff work may resume in FY 2021 if and when conditions improve. The West Area Plan will inform the Major Roadway Plan and assist with land-use, growth management, and transportation planning decision making. This is a joint effort between Boone County and the City of Columbia that will proactively address connectivity and safety. The West Area Plan will provide guidance on future text amendments to the City's Unified Development Code (UDC).

As part of Columbia's Comprehensive Plan implementation plan, staff developed and presented a 5-year status report in FY 2021 that serves to guide development of the Comprehensive Plan's upcoming update. This status report discussed priorities and

action items that need to be addressed in an upcoming update including public outreach. Staff experienced significant difficulties in soliciting public input from a diverse demographic during a pandemic. Improved public engagement will ensure the plan's development is inclusive, equitable, and representative of Columbia. CATSO will contribute to the land-use and transportation funding components of a consultant-led public engagement process for the plan's upcoming update. This product will be cost-shared to the extent eligible.

CATSO staff will be assisting with the development of the City of Columbia's Comprehensive Plan Update. Staff anticipates developing elements of the plan including data analysis on metro-wide trends, demographics, proposed growth, land capacity, and infrastructure availability. Information from this plan will be used in the development of future transportation plans and plan updates.

Review of potential updates to the Future Land Use Map (FLUM) and Urban Services Area (USA) developed in *Columbia Imagined* will continue this year, in coordination with the examination of current land uses and potential land use impacts in corridors affected by roadways in the Major Roadway Plan (MRP). Updates to the MPA land use GIS database that proves invaluable for MRP amendments, modeling and non-motorized project selection will continue as well. Review of development concept plans for compliance with applicable transportation regulations under the revised Columbia Unified Development Code (UDC) will also continue.

The continued promotion of non-motorized transportation through the provision of staff support, including data analysis, map creation/GIS analysis, grant and designation application preparation and management, will continue in FY 2022. The draft 5-year update to Columbia's Sidewalk Master Plan was completed in the first quarter of FY 2021. The final document is anticipated to be approved in 2022. Staff will also provide any input requested on the provision on ADA compliance processes within the MPA. Staff has been reviewing trends and safety elements of non-motorized crashes in the MPA.

Go COMO Transit has been Fare Free since March 2020. With the added Operations funds from the American Rescue Plan in the amount of $2,783,337, Go COMO will continue to be Fare Free through the FY22 budget year. Last year, the CoVID-19 pandemic caused a significant amount of the daily/monthly Go COMO transit ridership to be lost. As a result of the Free Fares, Transit Ridership is rebounding as compared to 2019 beginning in January 2021.

Several GIS products and objectives support both the MPO planning process and comprehensive planning efforts with the City of Columbia. The CPG request of activities contained in this work program represent the costs eligible for CPG funds,

which largely includes cost-sharing. Activities whose application provides benefits outside of regional transportation planning are not funded at 100%. Rather, most activities are cost-shared at either 17%, 33%, or 66%. This determination is based on the activities application, geographic scope, and relationship to transportation or land-use.

The total federal Consolidated Planning Grant (CPG) funding and local match shown for work activities in the FY 2022 budget summary sheet is $630,345. The FY 2021 CPG allocation is $290,028. It continues to be CATSO policy to maintain a CPG balance for future year needs, particularly for special projects that may require a large dedication of CPG funds.

The following narrative outlines each program area and provides information on work activities planned for the FY 2022 planning work program year period of October 1, 2021 to September 30, 2022. All tasks are to be completed by CATSO staff unless otherwise identified.

Work Elements – Products & Activities

Activity 110
Land Use Planning

Purpose:
The integration of land use and transportation planning is necessary to promote orderly growth and development in the Columbia Metropolitan Planning Area (MPA). This category includes review and updates to both land use and transportation plans, as well support of, and participation in, local planning efforts that consider the intersection of land use and transportation needs. All tasks are to be completed by CATSO staff unless otherwise identified.

Objectives/Activities:

1) Staff will continually review potential updates to the Future Land Use Map (FLUM) and Urban Services Area (USA) developed in *Columbia Imagined*, and continue to examine current land uses and potential land use impacts in corridors affected by the extension of sewer mains and roadways in the Major Roadway Plan (MRP). Updates or amendments to all respective documents will be considered as needed to address development trends and infrastructure capacity, specifically sewer and transportation infrastructure.
2) The Columbia City Council adopted the revised Unified Development Code (UDC) on March 20, 2017. CATSO staff continues their review of development concept plans for compliance with applicable transportation regulations under the new code, as well as for overall transportation system, infrastructure, and land use effects on a MPA wide level.
3) Updates to the MPA land use GIS database to assist with MRP amendments, modeling and non-motorized project selection will continue.
4) CATSO staff will be assisting with the development of the City of Columbia's Comprehensive Plan Update. Staff anticipates developing elements of the plan including data analysis on metro-wide trends, demographics, proposed growth, land capacity, and infrastructure availability.
5) Staff will continue background work on the West Area Plan sections involving land use and transportation. This plan will inform the Major Roadway Plan and assist with land-use, growth management, transportation planning, and decision making. This is a joint effort between Boone County and the City of Columbia that will proactively address connectivity and safety.

6) Staff will continually review and assist with UDC text amendments relating to transportation, connectivity, and accessibility.

Work Completed in FY 2021

- Current land uses and potential land use impacts were examined for potential MRP amendments, which to date, are still under discussion.
- In support of City of Columbia Unified Development Code (UDC), adopted March 20, 2017, CATSO staff has continually reviewed development concept plans and provided technical feedback relevant to land use and transportation planning.
- Processed two rounds amendments, twelve total, to the City of Columbia's UDC.
- Completion of the City of Columbia's Comprehensive Plan Status Report.
- Continued the update of the MPA land-use GIS database for CATSO MPA transportation planning applications.
- Provided updates for proposed CATSO modifications and maps.
- Provided updates to CATSO GIS database based on revisions made by council such as road name changes or major roadway construction/realignment.
- Updated planimetric features using the 2021 Nearmap imagery for the metro area. This includes streets and road edges, structures, sidewalks, trails, driveways, parking lots, bridges, bus routes, and bus stations.
- Participated in the development of a growth impact study, initiated public input, and conducted data analysis regarding public infrastructure costs associated with growth and development.

Products for FY 2022:

- Updates or amendments to the to the Major Roadway Plan (MRP), and to the Future Land Use Map (FLUM) and Urban Services Area (USA) developed in *Columbia Imagined*, as needed to address development trends and infrastructure capacity, specifically sewer and transportation infrastructure. Anticipated completion date–ongoing. Responsibility- CATSO Staff.
- CATSO staff input on compliance of development plans with Columbia's Unified Development Code's transportation and related land-use regulations. Anticipated completion date–ongoing. Responsibility- CATSO Staff.
- Updates to the MPA land use GIS database. Anticipated completion date–ongoing. Responsibility- CATSO Staff.
- Updates to the City's UDC relating to transportation, connectivity, and accessibility. Anticipated completion date–ongoing. Responsibility- CATSO Staff.
- Analysis and study of regional growth impacts and infrastructure capacity modelling. Anticipated completion date–ongoing Responsibility- CATSO Staff.
- Prepare growth projections and land use scenarios for use in transportation decision-making by collecting development data and analyzing various US

Census products and other relevant data sources. This data will be used in plan updates. Anticipated completion date–ongoing. Responsibility- CATSO Staff.

- Completed study of fiscal impacts of growth related to infrastructure. Anticipated completion date–2022. Responsibility- CATSO Staff.
- Development of the City's Comprehensive Plan Update. This includes consultant work for public engagement. Anticipated completion date–2023. Responsibility- CATSO Staff.

The updates of the GIS databases and map services utilize databases provided by the Boone County Assessor's Office and the GIS Consortium. All developed tracts within the MPA are coded by existing land use and vacant tracts by their land use plan designation. Other attributable data, such as developable acreage and TAZ number, is also included.

Staffing, Funding Sources:

Staffing of the various work activities will come primarily from CATSO staff. At times, City of Columbia and Boone County departments and the Missouri Department of Transportation (MoDOT) may provide necessary assistance. $60,000 is anticipated to pay half the contract cost of a consultant for the City of Columbia's Comprehensive Plan. Other CPG funds for this work activity will be applied to staff salaries. Funding will come from the City of Columbia and the Consolidated Planning Grant.

Funding Breakdown: Total Costs $190,608– Federal $152,486, Local $38,122.

Activity 120
Short-Range Transportation Planning

Purpose:
This program area encompasses a range of activities including the identification, analysis, and solution of transportation problems that either are immediate concerns or will be in the near future. Attention is given to all modes of transportation. Program activities in this category are also devoted to the coordination of transportation programs between the various jurisdictions involved with transportation activities in the MPA. All tasks are to be completed by CATSO staff unless otherwise identified.

Objectives/Activities:

1) Prepare specific studies in relation to transportation issues, as requested, e.g. review of a Major Roadway Plan extension in relation to a development request. While it is possible that none may be required, this is included to indicate that such studies could be done on an as-needed basis.

2) Promote non-motorized transportation, as funded by the Transportation Alternatives program and marketed by the Bicycle Friendly Community Designation, for example. Provide staff support, including data analysis, map creation/GIS analysis, grant and designation application preparation and management. Assist with the prioritization of funding for non-motorized infrastructure such as trails, pedways, bike lanes; complete 5-year updates to Columbia's Sidewalk Master Plan; and provide input on ADA compliance processes within the MPA.

3) Continue to provide Go COMO with general staff support related to the Transportation Improvement Program, grant applications, Triennial Review, Transportation Asset Management (TAM), and any other relevant planning issues.

4) Coordinate transportation improvements within the MPA between Boone County, the City of Columbia, and MoDOT to prevent possible conflicts and service duplication.

7) Prepare and present to the Coordinating Committee for their approval of the 4-year FY 2023-2026 CATSO Transportation Improvement Program (TIP). Submit the Coordinating Committee approved TIP to MoDOT for OneDOT formal approval.

8) Participate in the MoDOT Planning Partner Framework and related processes to identify statewide and regional investment priorities.

9) Documentation and receipt of CATSO Coordinating Committee approval of the CATSO and MoDOT Annual Self Certification of the CATSO metropolitan planning process.

10) Processing of TIP amendments when required as requested by CATSO member jurisdictions, including Boone County, MoDOT, and the City of Columbia.

11) Develop the FY 2021 Annual Listing of Obligated Projects.

12) Develop a process to integrate adopted transportation performance measures and targets into the TIP, to include the alignment of projects with those performance measures/targets

13) Process Functional Classification revisions when required.

Work Completed in FY 2021:

- Preparation/approval of an amendment to the FY2020-2023 TIP in May, 2021 (revisions to two MoDOT Roadway-Construction projects and one MoDOT Scoping project).
- Developed the Annual List of Obligated Projects for FY2020.
- Provision of support and guidance for eight (8) City of Columbia Bicycle and Pedestrian Commission (BPC) meetings, including the presentation of the information on potential Multimodal projects to include in MoDOT's Unfunded Needs List, at which time the commission developed a list of such projects for submittal to the CATSO Technical Committee.

Products for FY 2022:

- An updated FY 2023-2026 Transportation Improvement Program (TIP), with approval by the CATSO Coordinating Committee and submittal to MoDOT for formal OneDOT approval. Anticipated completion date – August 2022. Responsibility- CATSO Staff.
- Coordinating Committee approved amendments/modifications to the FY 2022-2025 TIP. Anticipated completion date – as needed. Responsibility- CATSO Staff.
- Development of the Annual Listing of Obligated Projects for FY2021. Anticipated completion date – First Quarter 2022. Responsibility- CATSO Staff.
- Completion of the update to the Columbia area Sidewalk Master Plan. Anticipated completion date – Second Quarter 2022. Responsibility- CATSO Staff.

- Continued support to, and collaboration with, the BPC to provide input on ADA compliance processes within the MPA and to prioritize funding for non-motorized infrastructure such as trails, pedways, bike lanes and sidewalks. Anticipated completion date – ongoing. Responsibility- CATSO Staff.
- CATSO Coordinating Committee and OneDOT approved CATSO and MoDOT Annual Self certification.
- Staff attendance at the MoDOT 2022 Statewide Planning Partners meeting.

Staffing, Funding Sources and Agencies:
The work in this activity category will be done by CATSO staff, with assistance from City of Columbia Public Works and Parks and Recreation staff. Some staff assistance will be requested from MoDOT. Funding for this category will go towards staff salaries and will come from the City of Columbia and the Consolidated Planning Grant.

Funding Breakdown:
Total Costs $90,568 – Federal $72,455, Local $18,114

Activity 130
Long-Range Transportation Planning

This activity is directed towards conducting an effective program for long-range transportation planning, including maintenance and implementation of the adopted CATSO 2050 Long Range Transportation Plan (LRTP). Additional long-range planning efforts include the Columbia and CATSO Vision Zero Action Plan, the Columbia Climate Action and Adaptation Plan, and the potential establishment of an on-going bike-count program. All tasks are to be completed by CATSO staff unless otherwise identified.

Objectives/Activities:

1) Provide staff support to the Columbia Area Transportation Study Organization (CATSO) Coordinating and Technical Committees, including agenda preparation, public notices, meeting minutes, and staff reports for agenda items. More specifically, this includes the provision of staff reports on proposed road, sidewalk/pedway and bicycle route reconstruction and new construction projects, and other transportation related issues.

2) Prepare Amendments to the CATSO 2050 LRTP, Major Roadway Plan, and the CATSO Pedestrian and Bicycle Network Plan as necessary and take amendments to CATSO Coordinating Committee for public hearing as directed. This will include the production of maps, staff reports, PowerPoint presentations, and related work to publicize the public hearings/meetings.

3) The 2050 CATSO LRTP was adopted in December, 2019. The plan includes both long-range and short-range strategies/actions for the development of an integrated multimodal transportation system to facilitate the safe and efficient movement of people and goods by addressing current and future transportation demand.

4) Continue to support the City of Columbia Vision Zero Action Plan through research, data compilation and analysis, as well as attendance at collaborative goal setting meetings and facilitation of public input sessions. Vision Zero goals and safety targets were adopted by CATSO and are included in the 2022-2025 TIP and the 2050 LRTP.

5) Continue to coordinate with MoDOT Central Office on CATSO staff efforts to incorporate applicable national performance measures in transportation plans as outlined in the FAST Act legislation.

6) Continue preparation of engineer-assisted alignments of future/proposed CATSO MRP major roadways.

7) Working with a consultant, develop traffic counts and traffic demand model projections for the upcoming West Area Land Use Plan to be prepared as a joint Boone County-City of Columbia project.

Work Completed in FY 2021:

- Staffing and preparation of reports and related materials for seven CATSO Technical and Coordinating Committee meetings.
- A Major Roadway Plan (MRP) amendment was approved at the May 5, 2021 CATSO Coordinating meeting. Staff also met to discuss five potential MRP realignments for integration of transportation needs for a number of future developments. Potential realignments are still under discussion.
- Preparation of preliminary work and an RFP for a long range transit plan that would be used as the basis for an amendment to the 2050 LRTP.
- Analysis and presentation of crash trends in the MPA over a 5-year window. This analysis was provided to the Vision Zero team and the Bike and Pedestrian Commission.
- Assistance provided to the Vision Zero Engineering Team regarding design parameters that improve safety for all road users. This includes participation in pedestrian safety workshops and action plan development regarding speed limits and safe pedestrian crossings.
- Adopted MPO performance targets relating to safety, pavement and bridge, system performance, transit asset management, and transit safety.

Products for FY 2022:

- Public promotion, agenda preparation and completion of staff reports for 8 CATSO Technical and Coordinating Committee meetings. Anticipated completion date – Ongoing. Responsibility- CATSO Staff.
- LRTP, MRP and Pedestrian and Bicycle Network Plan amendments as needed. Anticipated completion date – As needed. Responsibility- CATSO Staff.
- Updates to the CATSO Major Roadway Plan (MRP) if needed due to development activity or traffic volume changes. CATSO staff will bring more amendments forward at the direction of the Coordinating Committee. Anticipated completion date – as needed. Responsibility- CATSO Staff.
- Continued development and incorporation of applicable national performance measures in transportation plans as outlined in the FAST Act legislation. Anticipated completion date – ongoing. Responsibility- CATSO Staff.

- Continue to support CATSO and City of Columbia Vision Zero goals through the identification and integration of engineering design parameters that improve safety for all road users into local standards and guidelines. In addition, participate in the public process to reduce local speed limits. A policy that gathers public input and support for establishing design speed parameters for new roadway construction for different roadway classifications will be developed. The policy will also inform decisions about desirable speed limits for existing roads, high-risk crash areas, and provide guidance regarding steps that will be taken to lower existing speed limits if desired. Anticipated completion date–ongoing. Responsibility- CATSO Staff/Collaborative City and County Partners.
- Development of a process to measure the effectiveness of the upcoming public involvement activities required for completion of all CATSO documents, including the TIP, UPWP, Public Participation Plan, and 2050 LRTP major amendment.
- Provision of a consultant to do traffic counts and possible specialized travel demand modeling for a cooperative Boone County-City of Columbia West Area Land Use Plan to study the future development of the Perche Creek watershed areas, particularly those areas to the west of the creek.
- Preparation of engineer reviewed/assisted alignments for future/proposed CATSO MRP roadways.
- Begin development of a street profile analysis in the Columbia Downtown to address future roadway design and growth impacts. Anticipated completion date – 2023. Responsibility- CATSO Staff.

Staffing, Funding Sources and Agencies:

Primary staffing responsibilities will be with CATSO Staff, and City and County transportation partners for the collaborative projects listed. MoDOT assistance will also be required. CPG funds for this work activity will be applied to staff salaries. Funding will come from the City of Columbia and the Consolidated Planning Grant.

Funding Breakdown:
Total Costs $94,812 – Federal $75,849, Local $18,962

Activity 140
Transit Planning

Purpose:
Work in this program area is primarily devoted to the review and implementation of transit operational strategies for the Go COMO bus system. Fiscal and status reporting of grant projects are also included. Go COMO is the public transit system that serves the Columbia MPA. The bus system operates fixed routes as well as paratransit service. The public transit system has been operated by the City of Columbia since 1965.

Go COMO Service Delivery: In June of 2019, GO COMO implemented the recommended short-term plan for route changes from its 2017 Bus Service Evaluation Project. The project serves as a comprehensive Master Transit Plan to ensure the Columbia bus system provides efficient service while meeting the needs of community members. It provides an updated transit vision for the Columbia area reflecting community input, population changes, technical analysis, and other supporting documentation. From this, the short-term preferred plan was recommended to transform the transit system from the current loop system, to one of bi-directional linear routes with a central route transfer location. In addition, some routes are cut or shortened in areas with relatively low population and employment density and low transit ridership. The implementation of the recommended changes has been successful. Transit riders are already providing positive feedback related to the convenience of the central transfer point for all Go COMO routes.

Go COMO staff will also explore the potential for the plan's recommended provision of flex routes that would provide either door to drop off service, or door to fixed route service, at a higher charge than traditional service. However, there are no plans to add or remove and fixed routes and FLEX routes are not an option at this time. Other plan recommendations that are still under consideration include extending the evening service hours to 11 pm; the introduction of Sunday service; and increasing service frequency to 30 minutes. Budget constraints currently limit the opportunity to implement these recommendations, but various cost savings and revenue expanding projects that could make these recommendations possible are on hold during the pandemic but will be further examined by Go COMO leadership in the future..

While last year's COVID-19 pandemic caused a significant number of daily/monthly ridership to be lost. Go COMO Transit has been Fare Free since March 2020. With the added Operations funds from the American Rescue Plan in the amount of $2,783,337, Go COMO will continue to be Fare Free through the FY22 budget year. As a result of the Free Fares, Transit Ridership is rebounding as compared to 2019 beginning in January 2021.

Paratransit: The planning, development, and improvement of transportation services to persons with disabilities is ongoing. Paratransit services, complementing the fixed routes, have been provided since the early 1990s. As the City continues annexations, the

service area grows. Columbia's paratransit provides service to the City limits. There is an executed grant to replace seven Paratransit vans in addition to other buses.

DBE: The City of Columbia has an individual disadvantaged business enterprise (DBE) program. The City will continue to maintain ties and utilize the State of Missouri's Unified Certification Program. Work continues to assess where additional participation opportunities exist.

Implementation of ADA*:* Staff will continue tasks necessary to ensure transit services remain compliant with the Americans with Disabilities Act (ADA), and will continue working with the City's ADA Advisory Committee. Go COMO will work to ensure accessibility of all passenger waiting sites, and will seek funding to install additional accessible amenities. Staff will assess sites, research property ownership and acquire right-of-use agreements, as necessary.

Transit Planning and Review: Fiscal and operational reporting is ongoing. Go COMO's Transit Asset Management plan was updated in October, 2020 and staff continues to monitor effective asset management. Go COMO completed its Preliminary Triennial Review in FY 2021 and is now awaiting the final report. Comments from this review were incorporated into the update of the Transit Asset Management Plan which is now up to date. The Transportation Manager position has been filled. The Transit Superintendent is retiring and his position will be replaced with two supervisor positions that split transit planning and grant responsibilities.

The REMIX Transit Planning Software was cancelled in FY 2021 as there are no future route planning activities. This year's request includes an annual subscription to transit software and equipment that will be used to collect passenger counts, track ridership, and track bus locations on routes. The City has stated there will be no additional routes added to the system. The only change that may be considered is adding a buses improve headways.

Additional Transit Planning Training: Go COMO staff serves on the board of the Missouri Public Transit Association (MPTA) as a means to share information and learn from other local transit providers, as well as to advocate for the transit needs of Missouri's citizens.

Objectives/Activities:

1. Continue participation in Go COMO's Triennial Review, which is ongoing and anticipated to be completed in FY2022. Preliminary review was completed in FY21.
2. Continue participation in the Missouri Public Transit Association (MPTA) meetings and conferences.
3. Maintain quarterly records of transit system operations.

4. Continue to track annual passenger trips, annual vehicle miles, annual vehicle hours and annual service costs to ensure optimal cost per trip and cost per mile for all transit service delivery.
5. Continue to seek and solicit a high level of citizen input into the development and maintenance of transit operations through the provision of support to, and involvement with, Columbia's Public Transit Advisory Commission (PTAC).
6. Participate in the Statewide Transit Plan.

Work Completed in FY 2021:

- Grant # MO-2020-043-00: Two (2) 2001 30′ New Flyer buses were replaced with two (2) 35′ Gillig CNG buses and seven (7) Paratransit vans (2-2011 Gas, 2-2012 Gas and 3- 2014 CNG)
- Grant # 2021-008-00: Three (3) 2010 40′ Gillig Diesel buses replaced three (3) 35′ Gillig CNG Buses.
- Updated Go COMO's Transit Asset Management Plan in the first quarter of FY21.
- Completed Preliminary Triennial Review

Products for FY 2022:

- Analysis of options for implementation of Flex Transit service; extended evening service hours to 11 pm; introduction of Sunday service and increased service frequency. Anticipated completion date–ongoing. Responsibility- Go COMO Staff.
- Monitoring of Asset Management in accordance with the 2020 Transit Asset Management Plan. Anticipated completion date–ongoing. Responsibility- Go COMO Staff.
- Transit has submitted an application for LONO funding to replace five (5) aging buses with Battery Electric buses.
- Analysis and implementation of improved route headways for existing routes.
- Complete Triennial Review – waiting on final report.

Staffing, Funding Sources and Agencies:

Staff support will come primarily from the Go COMO employees, although some assistance will be needed from CATSO staff, along with City of Columbia Community Development, Finance, Human Resources, Health, and Legal Departments. Of the federal share costs for transit, $14,747 of CPG funds is programmed for Transit Passenger Counts & Route Tracking Software. The remaining $4,000 devoted to non-salary expenditures will go towards staff training and conference attendance. The rest of the CPG fund for this work activity will be applied to staff salaries.

Funding Breakdown: Total Costs $124,820– Federal $99,856, Local $24,964.

Activity 220
Federal Consolidated Planning Grant Management

Purpose:

This work activity is CATSO's administration/management of Consolidated Planning Grant (CPG) funds provided under 23 U.S.C. 104(f) to CATSO for metropolitan transportation planning. All tasks are to be completed by CATSO staff unless otherwise identified.

Objectives/Activities:

1) Maintain proper records and prepare quarterly progress reports and grant billings, DBE semi-annual reports, and FY 2021 completion report.

2) Actively administer grant activities by reviewing time sheets and financial reports and monitor that project completion proceeds in accordance with the work program.

3) Process FY2022 UPWP amendments (major changes) and administrative revisions (minor changes) as needed.

4) Cooperate with representatives of MoDOT and OneDOT (Federal Transit Administration and Federal Highway Administration) to ensure good working relations during grant administration.

5) Develop the work program and budget for the FY 2023 Unified Planning Work Program (UPWP).

6) Implement and make any needed revisions to the Title VI Policy Plan, including research and preparation of the necessary data and annual reporting. Do related work to ensure compliance with ADA requirements.

7) Review and monitor CATSO documents for compliance with federal regulations and maintain a work program to ensure planning documents are updated as needed/required.

8) Refinement and expansion of the CATSO website to implement further improvements and convenience for public review and input. Ensure that the CATSO website and all electronic communications are accessible and meet the requirements of Section 504 of the Rehabilitation Act of 1973.

Work Completed in FY 2021:

- PENDING - FY 2022 UPWP approved by Coordinating Committee
- Quarterly reports for FY 2021 were prepared and submitted to MoDOT.
- DBE semi-annual reports in October 2020 and April 2021 were prepared.
- The FY2020 Completion Report was prepared.
- Annual report describing Title VI activities developed in July 2021.
- Participated in MPO MAP-21/FAST ACT Performance Measurement, Interpretation, Compliance, Best Practices and Implementation monthly teleconference meetings hosted by MoDOT for MPOs and RPCs in Missouri and nearby states and provided input on safety and other data needs.

Products for FY 2022:

- FY2022 UPWP to be approved by the CATSO Coordinating Committee. Anticipated completion date–August 2021. Responsibility– CATSO Staff.
- Quarterly Reports. Anticipated completion date(s)–January 2022, April 2022, July 2022, and October, 2022. Responsibility– CATSO Staff.
- FY2022 UPWP amendments (major changes) and administrative revisions (minor changes) as needed. Responsibility– CATSO Staff.
- DBE semi-annual reports. Anticipated completion date(s)-October, 2021 and April, 2022. Responsibility– CATSO Staff.
- FY 2021 Completion Report. Anticipated completion date– November 2021. Responsibility– CATSO Staff.
- Continuous development and implementation of the Title VI Plan including an annual report in July 2022. Anticipated completion date–Ongoing. Responsibility– CATSO Staff.
- Maintenance and continual improvement of CATSO website accessibility features. Anticipated completion date–Ongoing. Responsibility– CATSO Staff.
- Continue participation in the MPO MAP-21/FAST Act Performance Measurement, Interpretation, Compliance, Best Practices and Implementation monthly teleconference meetings hosted by MoDOT for MPOs and RPCs in Missouri and nearby states. Anticipated completion date–Ongoing. Responsibility– CATSO Staff.

Also to be expected would be review of CATSO planning documents for compliance with federal requirements. Implementation and performance measurement evaluation of planning documents may also occur. Participation in any audits or program review may also be a work product.

Staffing, Funding Sources, and Agencies:

Staffing will be from CATSO staff, with assistance from City of Columbia Community Development, Public Works, and Finance departments. Funding will come from the City

of Columbia and the Consolidated Planning Grant.

Funding Breakdown:

Total Costs $34,658– Federal $27,726, Local $6,932

Activity 240
Information Systems

Purpose:

Work in this activity area is devoted to the production, collection, storage, management, analysis, and communication of information for departmental and public use. This information is utilized as a support mechanism for many of the tasks performed by the Department. Data prepared is provided to the public and other agencies upon request through printed, digital, and online methods.

Also included is the production of maps and other graphics, and general spatial and analytical data support activities for projects included in other UPWP work activities. Planning and assistance related to Census Bureau materials also occur in this program area. All tasks are to be completed by CATSO or GIS staff unless otherwise identified.

Objective/Activities:

1) Maintain up-to-date information for population, employment, socioeconomic demographics, housing, structures, subdivisions, transportation, and other related data from integrated sources, including a current GIS street map and related databases such as addresses, sidewalks, and structures; and conduct related analysis and studies using this data.

2) Utilize Nearmap aerial imagery services to maintain annual aerial imagery inventory to aid in maintaining sidewalks, structures, streets, bridges, hydrography, and impervious surface data. This information helps with the prioritization of transportation and land use projects.

3) Production of maps depicting sidewalks and trails in the Metropolitan Planning Area (MPA) for non-motorized transportation modeling and specialized area plans.

4) Continued development of street and traffic attributes for enhanced traffic, commuting, and transit analysis.

5) Continue to update and use the MPA Land Use digital database for more detailed landscape analysis for potential MPA transportation corridors, sidewalk system analysis, trail and pedway connector routes, and other transportation applications.

6) Continue to monitor US Census Bureau product releases including 5-year

American Community Survey and economic census for applicable county, MPA, city, tract, block group, and block levels. Process and make available for use in map products, planning, network analysis, and spatial analysis.

7) Staff attendance at professional training sessions related to transportation planning subjects relevant to the CATSO area and operations. Professional development conferences offered by the American Planning Association (APA), Association of Pedestrian & Bicycle Professionals (APBP), other pedestrian & bicycle related seminars and conferences, and GIS software training courses are possibilities for this category. Costs for such activities will be taken from funds available in the non-salary and benefits portion of the UPWP budget.

Work Completed in FY 2021:

- Updated Planimetric data using recent aerial imagery including streets and road edges, structures, sidewalks, trails, driveways, parking lots, bridges, bus routes and bus stations. These features are updated for the MPA to assist in long range planning and transportation activities.
- Continued editing of street linework and transportation network dataset updates to improve routing and network analysis.
- Updated quarterly CityView public facing web base maps that included boundaries, roads, structures, streams, ponds, parcels, contours, aerial imagery, and digital elevation models for the MPA.
- Received the 2021 Nearmap imagery and created a mosaic, an image service, and updated web maps with the new imagery.

Products for FY 2022:

- Complete the update to the 2007/2017 Natural Resources Inventory. Anticipated Completion date- ongoing. Responsibility– GIS/CATSO Staff.
- Utilize Nearmap aerial services to maintain an annual update of aerial imagery to aid in maintaining sidewalks, structures, hydrography, planimetrics, and impervious surface data. Anticipated Completion date - ongoing. Responsibility– GIS/CATSO Staff.
- Expand the transparency of CATSO GIS data by adding additional data for download on the CoMoGov GIS Data Portal
- Continue to track and keep sidewalks, structures and impervious surface mapping current. Anticipated Completion date - ongoing. Responsibility– GIS/CATSO Staff.
- Utilize Nearmap aerial services to maintain an annual update of aerial imagery to aid in maintaining sidewalks, structures, hydrography, and planimetrics. Anticipated Completion date - ongoing. Responsibility– GIS/CATSO Staff.

- Complete spatial and network analysis based upon monitoring of US Census Bureau product releases, including 2019 American Community Survey and economic census releases for applicable geographic data levels. Also support the efforts for the 2020 Census. Anticipated Completion date - ongoing. Responsibility– GIS/CATSO Staff.
- Maintain public facing base web maps to keep them current at a minimum every three months– Anticipated Completion date - ongoing. Responsibility– GIS Staff.

Staffing, Funding Sources and Agencies:

Staffing will be with CATSO staff, with assistance from City of Columbia Community Development, Public Works, and the City IT/GIS Division, which provides data development, maintenance, analysis, and support for CATSO and other interested parties. At times, other City departments and the Missouri Department of Transportation (MoDOT) may provide necessary assistance.

Of the federal share costs for information systems, $4,000 is anticipated to pay for imagery, as part of the imagery's use will go towards CATSO transportation and land-use planning. $8,000 will go towards maintaining TransCAD software to be used in updating travel demand models. Funding for professional training and conferences is also included in this category in the amount of $4000. The rest of the CPG fund for this work activity will be applied to staff salaries. Funding will come from the City of Columbia and the Consolidated Planning Grant.

Activities whose application provides benefits outside of regional transportation planning are not funded at 100%. Rather, most activities are cost-shared at either 17%, 33%, or 66%. This determination is based on the activities application, geographic scope, and relationship to transportation or land-use.

Funding Breakdown: Total Costs $94,880– Federal $75,904, Local $18,976.

CATSO Staff includes one full-time position and 4.52 full-time equivalents in other positions. See Appendix C for staff details.

Budget Summary

Activity	Federal	Local	Federal CPG Funds*	Local Match	Total
110 LAND USE PLANNING	80%	20%	**$ 152,486**	$ 38,122	$ 190,608
120 SHORT RANGE TRANSPORTATION PL	80%	20%	**$ 72,455**	$ 18,114	$ 90,568
130 LONG RANGE TRANSPORTATION PL	80%	20%	**$ 75,849**	$ 18,962	$ 94,812
140 TRANSIT PLANNING	80%	20%	**$ 99,856**	$ 24,964	$ 124,820
220 CPG GRANT MANAGEMENT	80%	20%	**$ 27,726**	$ 6,932	$ 34,658
240 INFORMATION SYSTEMS	80%	20%	**$ 75,904**	$ 18,976	$ 94,880
TOTALS	80%	20%	**$ 504,276**	$ 126,069	$ 630,345

*Of the federal CPG funds list, non-salary expenditures anticipated are as follows:

#110: $60,000 of CPG funds is programmed for consultant services for Comprehensive Planning Public Engagement

#140: $14,747 of CPG funds is programmed for Transit Passenger Counts & Route Tracking Software and $4,000 is to pay for training/travel.

#240: $16,000 of CPG funds is programmed for software services, imagery, transcription services, and training expenses.

Notes:

1. See UPWP Appendix C for CATSO Staff, which has 1 full-time position and 4.52 FTE's in other positions.
2. CPG funds consist of FHWA PL and FTA Section 5303 planning funds
3. A total of $409,530 of CPG funds is programmed for CATSO and related staff salaries.

	FY22 UPWP - CPG Funding Summary	
1	CATSO CPG balance from end of FY2019 and prior allocations	$ 723,115
2	FY2021 CPG allocation	$ 290,028
3	Estimated FY2022 CPG allocation	$ 290,028
4	Estimated leftover programmed FY2021 funds	$ 252,875
5	Total estimated CPG funds available for FY 2022 UPWP	$ 1,556,046
6	**CPG funds programmed for FY2022**	**$ 504,276**
7	**Remaining unprogrammed CPG funds balance***	**$ 1,051,769**

**Total estimated CPG funds is a projected figure based on prior available balance, FY 2021 allocation, FY 2022 allocation, and estimated CPG funds programmed in FY 2021 that are unexpended.*

CATSO has elected not to program 100% of the anticipated available CPG funds. It is staff's general policy to maintain a reserve of funds for potential large expense planning projects that may become necessary in the future. In addition to this policy, there is a limited number of staff that does planning work and given this we are unable to program any greater amount of CPG funding for FY 2022. Obtaining any substantially greater total of local matching funds could also be problematic, and would be dependent in part on the additional amount required as well as other budget factors.

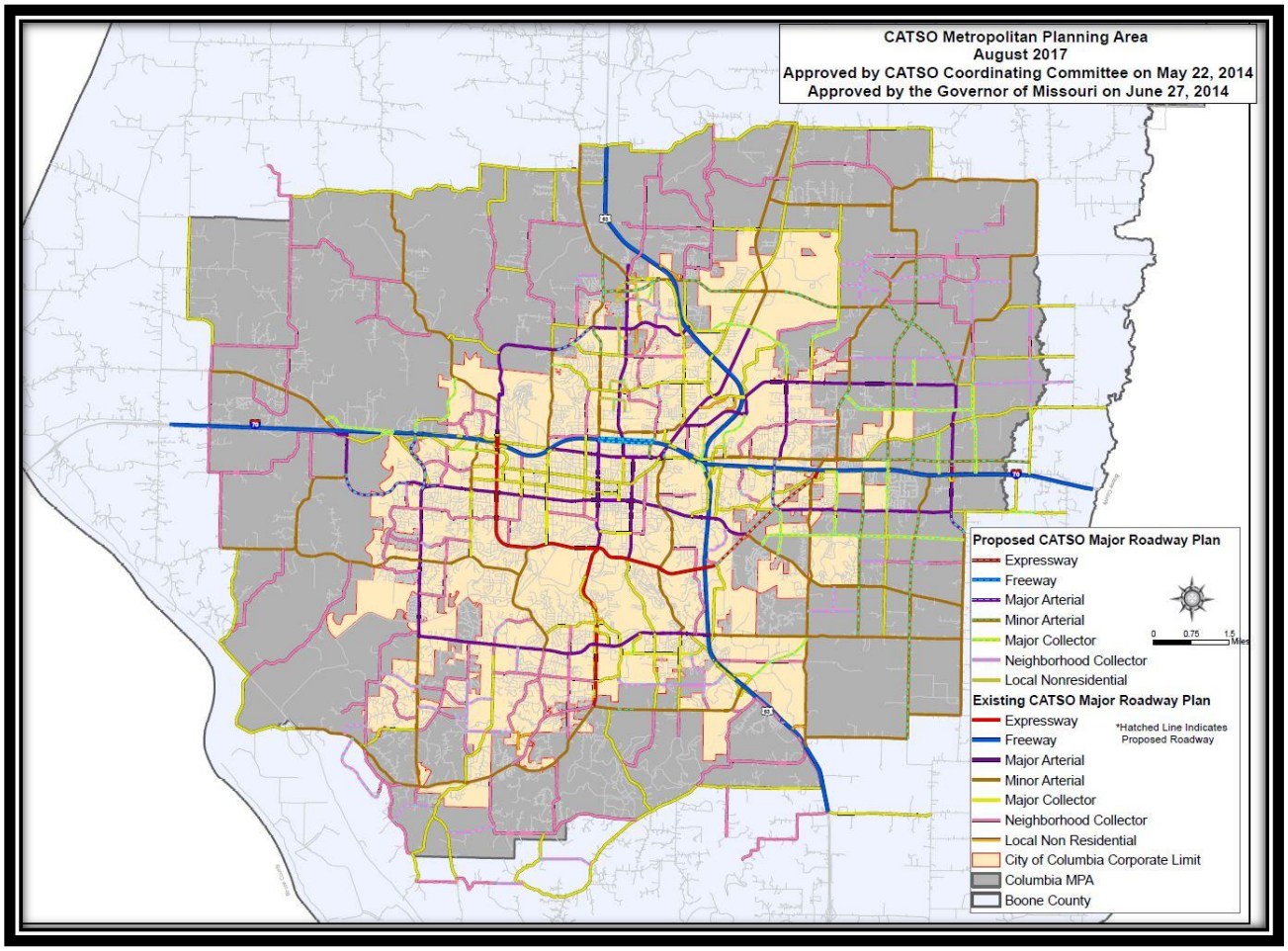
Public Participation

The draft FY 2022 CATSO UPWP was posted for public review at the CATSO website in July 2021. The draft UPWP was reviewed by the CATSO Technical Committee at their regularly scheduled August 4, 2021 meeting. No comments from the public were received as of August 26, 2021. Comments were collected up until the regularly scheduled public hearing date on August 26, 2021. No member of the public spoke during public comment portion of the hearing.

Appendices

Appendix A

Map of Metropolitan Planning Area (MPA) Boundary



Appendix B

List of Acronyms Used in this Document

ADA	Americans with Disabilities Act
APA	American Planning Association
APBP	Association of Pedestrian & Bicycle Professionals
BPC	Bicycle and Pedestrian Commission
CATSO	Columbia Area Transportation Study Organization
CPTHSTP	CATSO Coordinated Public Transit Human Services Transportation Plan
CPG	Consolidated Planning Grant
DBE	Disadvantaged Business Enterprise
FAST Act	Fixing America's Surface Transportation Act
FHWA	Federal Highway Administration
FLUM	Future Land Use Map
FTA	Federal Transit Administration
FTE	Full-time equivalent
FY	Fiscal Year
GIS	Geographic Information System
Go COMO	Columbia Transit System
HIA	Health Impact Assessment
LiDAR	Light Detection and Ranging surveying technology
LOS	Level of Service

LRTP	Long-Range Transportation Plan
MAP-21	Moving Ahead for Progress in the 21st Century
MCRS	Missouri Coalition for Roadway Safety
MoDOT	Missouri Department of Transportation
MPA	Metropolitan Planning Area
MPO	Metropolitan Planning Organization
MRP	Major Roadway Plan
OneDOT	Federal Highway Administration/Federal Transit Administration
PPP	Public Participation Plan
PTAC	Public Transportation Advisory Commission
STIP	Statewide Transportation Improvement Program
TAZ	Traffic Analysis Zone
TIP	Transportation Improvement Program
UDC	Unified Development Code
UPWP	Unified Planning Work Program
USA	Urban Services Area
VMT	Vehicle Miles Traveled

Appendix C

CATSO Staff

Full-Time Staff:

Mitch Skov, Senior Planner (1 FTE)

Part-Time Staff:

Timothy Teddy, Director (.3 FTE)
Amy Modrell-Miller, Sr. Administrative Supervisor (.25 FTE)
Brad Kelley, Planner (.4 FTE)
Rachel Bacon, Senior Planner (.3 FTE)
Clint Smith, Senior Planner (.3 FTE)
Tim Connet, GIS Technician (.25 FTE)
Other GIS Support: (1.47 FTE)
Mike Sokoff, Transit and Parking Manager (.25 FTE)
Vacant, Transit Superintendent (.50 FTE)
Vacant, Transit Superintendent (.50 FTE)

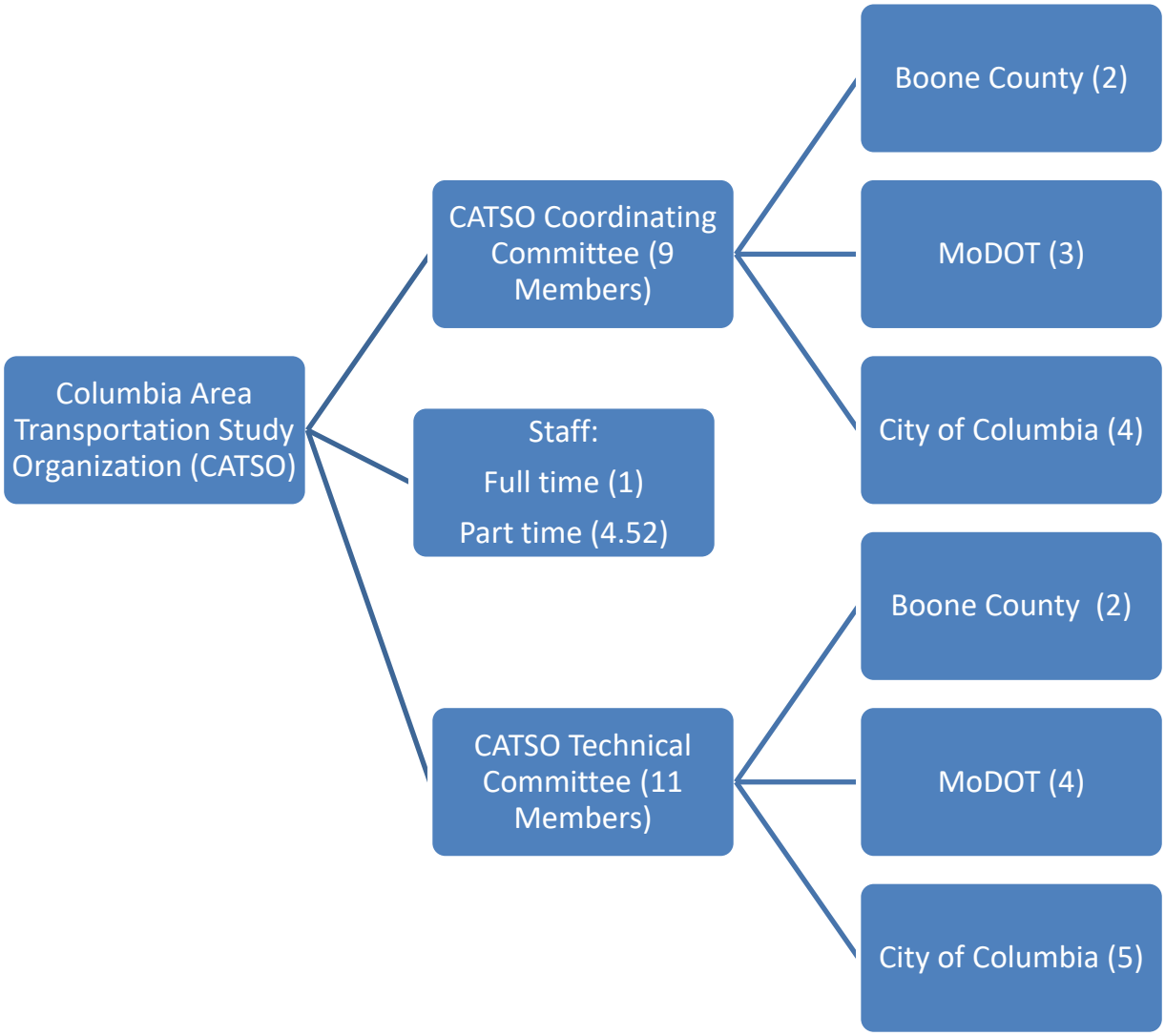
There is one full time staff position.

In addition, there are five staff persons within Community Development that have CATSO staff work responsibilities – with CATSO funding covering .4 of one employee's total work hours, .3 of three employees' total work hours and .25 of one employee's total work hours. One quarter of a GIS Technician's full time position is dedicated to the CATSO metropolitan planning work and an additional 1.47 full-time equivalent in the GIS Division is for CATSO level work. Additionally, a quarter of the Columbia Go COMO transit manager and one half of two Columbia Transit Supervisor's salaries are funded through CATSO. This adds up to 4.52 FTE that is shown under the category of Part-Time Staff.

All of the full time and part time CATSO staff members are housed within City Hall in downtown Columbia. CATSO staff within Community Development is housed on the Fifth Floor, while GIS Division and Transit CATSO staff is housed on the Third Floor.

Appendix D

CATSO Organizational Chart
Columbia Metropolitan Planning Area
Columbia, MO



Appendix E

Adopted CATSO Public Participation Plan re: UPWP

5. Unified Planning Work Program (UPWP)

5.1 Definition of the UPWP. The Unified Planning Work Program (UPWP) is a description of the proposed work activities of CATSO. The program is prepared annually and serves as a basis for requesting federal planning funds from the U. S. Department of Transportation. It also serves as a management tool for scheduling, budgeting, and monitoring the planning activities of the participating agencies. This document is prepared by CATSO staff with assistance from various agencies, including the Missouri Department of Transportation, the Federal Highway Administration, the Federal Transit Administration, the Columbia Transit System, and members of the Technical Committee.

5.2 Procedure and Schedule for Preparation of the UPWP.

The UPWP is developed by CATSO with input from local governments, area private transit providers, and the Missouri Department of Transportation (MoDOT). When comments are being solicited during the public review period, notice will be posted on the CATSO web site. All public comments received pertaining to the UPWP will be reviewed and considered. An effective means of incorporating public input into the UPWP is to review comments received the previous year that relate to similar new projects. When developing the work program, the UPWP project manager should take this public comment into consideration.

The UPWP is updated annually beginning in June, and released for public review and comment for a minimum of 30 days prior to formal adoption. Included is the posting of the draft UPWP on the CATSO website, as well as providing the draft UPWP to contacts at MoDOT, FHWA, FTA, and local transportation providers for their review. Final approval is made in August at the Technical and Coordinating Committee meetings. Amendments can be made throughout the year and are released for public comment when tasks are either added or deleted, or when significant changes are made to the document.

5.3 Changes to the UPWP.

1. UPWP Amendments: (Major changes). UPWP Amendments are major revisions which require the official approval of the CATSO Coordinating Committee. The approval is followed by submission to the MoDOT for approval and subsequent approval by FHWA and FTA. An example of a major change is revising the UPWP budget to include additional CPG federal funding. Amendments require a public comment period of 15 days prior to consideration by the Coordinating Committee, with a public hearing according to the procedure in Section 5.2. Public notice will be given by a press release, and listed on the CATSO website.

2. UPWP Administrative Revisions (Minor changes). UPWP Administrative Revisions are minor changes which can be made directly by CATSO staff once it has been verified that the change applies to this category. Notification of administrative modifications will be provided to the Technical Committee, Coordinating Committee, MoDOT, FHWA and FTA. UPWP Administrative Modifications will require no public comment period.