

***Transportation Planning Work Program
Unified Planning Work Program***

***Fiscal Year 2015
July 2014 - June 2015***

*Adopted 5-28-2014
Amendment as recommended by Transportation Committee 8-13-14*



*South Central Regional Council of Governments
127 Washington Avenue, 4th Floor West
North Haven, Connecticut 06473
Tel. (203) 234-7555
Fax (203) 234-9850
Website: www.scrkog.org*

Contents

	<i>Page</i>
Introduction	<i>1</i>
Key Issues	<i>1</i>
Task 1: Management of the Planning Process	<i>4</i>
Task 2: Data Collection/Analysis	<i>6</i>
Task 3: Transportation Planning Activities	<i>8</i>
Task 4: Other Technical Assistance	<i>14</i>
Task 5: Public Participation	<i>15</i>
Appendix A: Budget Tables	<i>18</i>
Tables 1 – 7	
Appendix B: Statement of Cooperative MPO/State/Transit Operators Planning Roles & Responsibilities	<i>21</i>

Introduction

The South Central Connecticut Region includes the entire corporate limits of the fifteen municipalities in the Greater New Haven area - Bethany, Branford, East Haven Guilford, Hamden, Madison, Meriden, Milford, New Haven, North Branford, North Haven, Orange, Wallingford, West Haven, and Woodbridge. The Region is a Council of Governments, as permitted by the Connecticut General Statutes, with each municipality represented by its chief elected official. The Council meets monthly to act on regional business and oversee the transportation activities of the Region. Recommendations concerning transportation actions are forwarded to the Council from the Transportation Committee, consisting of seven members of the Council, and the Transportation Technical Committee, which includes an appointed staff person from each municipality. These two committees meet jointly each month to recommend actions for consideration by the Council on transportation matters.

The Unified Planning Work Program (UPWP) is adopted in accord with federal code (23CFR Part 450.308) and governs the transportation planning activities of the Region. These planning activities include planning partners at the federal level of the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) and, at the state level, the Connecticut Department of Transportation (CTDOT).

Key Issues for the 2015 Program Year

Responding to the Goals of MAP-21

The Federal transportation act, Moving Ahead for Progress in the 21st Century (MAP-21), identifies eight (8) planning factors that Metropolitan Planning Organizations (MPOs), such as the South Central Regional Council of Governments (SCRCOG), must consider in their Unified Planning Work Programs (UPWP). These general planning goals are:

1. **Economic Vitality** – Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity and efficiency;
2. **Safety** – Increase the safety of the transportation system for motorized and non-motorized users;
3. **Security** – Increase the security of the transportation system for motorized and non-motorized users;
4. **Mobility** – Increase the accessibility and mobility of people and freight;
5. **Environment** – Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and state and local planned growth and economic development patterns;
6. **System Integration** – Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;

7. **System Management** – Promote efficient system management and operation, and;
8. **System Preservation** – Emphasize preservation of the existing transportation system.

Responding to State and Federal guidelines, SCRCOG completed, in May 2011, an update of the Long Range Transportation Plan (LRTP). The LRTP incorporates all responses to outreach and establishes regional goals. An update of the LRTP is programmed for FY 2015. Similarly, the 2008 Regional Plan of Conservation and Development suggests strategies for future actions in the Region.

Safety of our transportation network is an important concern and a key consideration in the selection and prioritization of future projects. The Connecticut Strategic Highway Safety Plan provides a framework for increasing highway safety.

Mobility of the region’s population is another key goal of any transportation solution. The proposed work program elements respond to the planning goals noted above.

SCRCOG’s FY 2015 UPWP addresses major regional transportation issues and opportunities through a combination of regional staff effort, consultant support and coordination with CTDOT and the related staff work at our member cities and towns.

This UPWP summarizes ongoing staff work, such as inter-agency coordination, analysis and utilization of the latest available census and demographic data, data monitoring, modeling and outreach, as well as special projects to be conducted during the coming fiscal year. The FY 2015 UPWP utilizes and builds upon previous year activities.

For each of these tasks, the following sections of the UPWP identify objectives, and major activities for the FY 2015 work program. Products, such as technical memoranda, final reports or other documentation are also noted, and the anticipated schedule for major work tasks is identified. Maintaining a balanced, multi-modal transportation program is a critical element in meeting State and Federal planning guidelines.

The FY 2015 UPWP work program consists of five work tasks:

Task 1: Management of the Planning Process - Program Administration

Task 2: Data Collection/Analysis - Monitoring and Projections

Task 3: Planning Activities

Task 4: Other Technical Assistance

Task 5: Public Participation

Work Program Highlights – FY 2015

Program Element/Study	Description	Consultant Support
Multi-community Sign Inventory Program	For up to nine communities, program to provide town wide inventory of road and street signs, providing software for management and recommendations for upgrades and regulatory compliance	\$380,000
Multi-community Pavement Management Study	For Orange and Woodbridge, review of existing conditions of town roads and advise town on ratings to help town implement a pavement management system.	\$70,000
TOD Study	Phase 1 of a TOD Feasibility Study to improve ridership on the rail service available in the South Central Region. There will be in-depth analysis around each of the train stations located in the region to determine the development potential, street connectivity, access, potential for bike and pedestrian infrastructure, and last mile connections. The study will examine parking availability, potential for regulatory changes, development strategies, priorities and the regional context for each train station.	\$100,000
Tri-Region Freight Study	In association with Lower Conn River Valley COG and Southeastern COG, advance freight planning efforts to produce a tri-region plan to address and improve freight bottlenecks and movements	\$50,000
Regional Traffic Signal Study	Continue previous work on inventory and review of municipally owned traffic signals in region with recommendations on signal operational improvements to facilitate traffic flow, pedestrian safety and minimize congestion. Study will also make general recommendations on upgrades for energy efficiency.	\$55,000
City of New Haven West River Mobility Study, Phase 1	Phase 1 of a study to review impacts and issues to be addressed concerning traffic calming, extension or re-connection of existing streets, bicycle and pedestrian access, and future development impacts on the area bounded by Martin Luther King Jr. Boulevard, Ella T. Grasso Boulevard, Legion Avenue and Orchard Street	\$50,000

City of New Haven Signal re-timing and optimization study	Study to evaluate existing conditions and provide recommendations for intersection performance, signal timing, and recommended improvements for 24 signals on the Whalley Avenue, Dixwell Avenue and Whitney Avenue corridors	\$65,000
City of Meriden Roadway improvement evaluation study vicinity former NRG site	Study to review existing conditions and provide recommendations on potential infrastructure improvements necessary to address traffic impacts of potential development of the former NRG site. Study will include recommendations on a timeline and budget for the potential improvements	\$60,000
Congestion Management Process	Data collection and implementation of CMP recommendations from previous study. Additional input to tie our CMP efforts with Lower Conn River Valley COG as the two main areas of the New Haven TMA	\$60,000
Total		\$890,000

Task 1: Management of the Planning Process

Objectives

1. Schedule planning activities and allocate staff resources appropriately to conduct all identified UPWP work tasks in a timely and efficient manner.
2. Prepare and adopt a planning work program for the upcoming fiscal year.
3. Ensure that expenditures are well documented and cost-effective.

Major 2015 Activities

Mid-Year FY 2015 Work Program Review - Review and adjust the work program relative to emerging issues, opportunities and progress through the first six months.

Certification - Re-certification process was accomplished in FY 2013. Work with CTDOT, FHWA and FTA to document compliance with applicable federal standards and recertification requirements. For FY 2015, annual self-certification will be approved by Council members (Mayors and First Selectmen) stating that the planning process is consistent with applicable federal regulations.

Bylaw amendment – In accord with the requirements of MAP-21, undertake modifications of the SCRCOG bylaws to include appropriate transit representation as a member of the SCRCOG board (when acting as MPO policy board).

Products/Reports

- *Financial Control.* Maintain financial records and develop reports in accordance with USDOT and CTDOT regulations and guidance.
- *Quarterly Reports.* Develop quarterly narrative and financial status reports for funding agencies.
- *Annual Affirmative Action Plan.* Review and revise Affirmative Action Plan (February 2015).
- *Annual Audit.* Comprehensive audit of Council FY 2014 revenue, expenditures and internal management practices (November 2014).
-

This task requires continuing activity throughout the year. Reporting milestones are noted above.

Task 2: Data Collection/Analysis – Monitoring and Projections

Objectives

1. Provide a database for regional transportation planning in close coordination with Connecticut Department of Transportation (CTDOT) data developed for statewide needs.
2. Maintain regional highway and transit databases as components of SCRCOG's regional travel demand model.
3. Coordinate data acquisition with CTDOT and member municipalities to ensure the utility and compatibility of data.

Major 2015 Activities

CTDOT Photolog – Continue to make current digital photography available to interested towns and cities within the region.

Demand Modeling Database – Maintain the region's travel demand model. Integrate new CTDOT traffic counts obtained through consultant supported work. Continue network maintenance for additions and changes to the roadway and transit systems.

Traffic Data Collection Program - Continue major intersections counting program within the consultant supported project work to collect data at those intersections that are identified at the municipal level for evaluation of congestion and safety-related issues. As in the past, share the proposed counting program with municipalities and CTDOT's Office of Traffic Engineering and coordinate with other data collection programs at the state and local level.

Rail and Commuter Parking Lot Occupancy Survey - Monitor late-morning occupancy (maximum occupancy) at New Haven's Union Station, at the West Haven and Milford Railroad Stations and at the Branford, Guilford and Madison Shore Line East stations as well as lots adjacent to I-95 and I-91 on a quarterly basis and publish data on the SCRCOG website.

Congestion Monitoring - SCRCOG staff will work with municipal staff to identify target areas for operations and management strategies (O & M) including development and implementation of Intelligent Transportation System (ITS) strategies and technologies in the region, as well as Travel Demand Management (TDM). Consultant supported work will include preparation of required reports. Staff will continue to cooperate with CTDOT on the six elements of the congestion management process (CMP): Determining the CMP network in the Region, Defining congestion, identifying congested links, developing strategies to address congested links, implementing strategies: short and long term, and monitoring the network. Activities will focus on the recommendations from previous consultant supported studies and as per CTDOT guidance.

Safety Monitoring - Review safety data, goals, objectives and strategies to promote safety and solicit projects for participation in the CTDOT Local Accident Reduction Program. Work with CTDOT to further implementation of the Connecticut Strategic Highway Safety Plan.

Capital Expenditures Report – Assist CTDOT with the 536 report on capital expenditures on local roads.

Products

- Model Database Updates
- Traffic Data Collection within consultant supported work
- Commuter Parking Lot Occupancy Data
- Congestion Management Process review with CTDOT and recommendations

Schedule

Traffic Data Collection – Any counting will occur with FY 2015 consultant supported projects.

Rail and Commuter Parking Lot Occupancy Survey - Quarterly rail and commuter parking lot occupancy data collection. (September and December 2014; March and June 2015).

Congestion Monitoring – Activities will occur over the fiscal year as recommended by previous studies and as per CTDOT and FHWA guidance.

This task requires continuing activity throughout the year. Reporting milestones are noted above.

Task 3: Transportation Planning Activities

Objectives

1. Maintain a four-year Transportation Improvement Program reflecting current regional priorities, long-range regional objectives, and MAP-21 transportation planning requirements. Accompany TIP actions with an air quality conformity statement as appropriate establishing relationships to the State Implementation Plan for Air Quality.
2. Facilitate public awareness of the adoption process for the TIP and STIP, and provide the opportunity for public comment on TIP-related actions at the SCRCOG level.
3. Develop transportation planning proposals and studies that are consistent with the goals identified in the Long Range Transportation Plan FY2012-FY2015 TIP and the Regional Plan of Conservation and Development (prepared during FY 2008), Connecticut's *Conservation and Development Policies Plan, 2013-2018*, state and local municipal economic development objectives and the region's economic development program.
4. Adopt new FY2015-FY 2018 TIP in consultation with CTDOT.
5. Adopt new Long Range Transportation Plan 2015-2040 in consultation with interested stakeholders.
6. Develop recommended capital and operational improvements to enhance the existing transportation system, including consideration for the development and implementation of Transportation Systems Management and Operations (TSMO) improvements, advancing the use of Intelligent Transportation Systems (ITS) strategies and technologies in the region, as well as Travel Demand Management measures.
7. Coordinate the Regional Plan of Conservation and Development with member municipalities.
8. Identify general direction for future SCRCOG work and offer member municipalities a range of options and experience gained from basic planning research.
9. Continue to work with the State of Connecticut Governor's Transit Oriented Development initiatives, the Connecticut Department of Transportation (CTDOT) and other state agencies to plan transit improvements and provide support for transit oriented development (TOD) and affordable housing in the vicinity of existing and proposed transit corridors.
10. Continue coordinated planning to promote safety, livable communities and environmental sustainability.

Major 2015 Activities

Review of Land Use and Transportation Models – SCRCOG staff will work with municipal staff to assess impacts of projected land uses on transportation in the Region. Land use decisions will be analyzed to assess consistency with State, Regional, and local Plans of Conservation and Development. Identification of major growth corridors and review of major transportation improvements will help frame preferred growth patterns including transit-oriented development (TOD) and smart growth initiatives. Help advance initiatives that reduce dependence on single occupancy vehicles and improve the region’s air quality. Technical assistance will be provided to the Region’s municipalities as requested. Staff will work to support State efforts to fund transit improvements and TOD through CTDOT projects. These include the West Haven train station related TOD, Union Station proposed TOD, pilot program TOD in Meriden as authorized by statute and other potential TOD proposals throughout the Region such as the reuse of the former Pratt and Whitney site in North Haven.

Maintain FY2012-FY2015 TIP – Update as required the adopted four-year Transportation Improvement Program (TIP). The TIP is consistent with the region’s Long Range Transportation Plan 2011-2040 and state-defined financial constraints. Continue working cooperatively with CTDOT on E-STIP creation and implementation initiatives.

Adopt new FY 2015-FY2018 TIP – In consultation with CTDOT, adopt new FY2015-FY2018 TIP.

Review Long Range Transportation Plan 2011-2040 – Review as necessary the Region’s Long Range Transportation Plan to insure consistency with regional and state goals.

New Long Range Transportation Plan 2015-2040 – Engage stakeholders and adopt new Long Range Transportation Plan in the second half of FY2015 per CTDOT guidance.

Environmental Justice and Title VI – Utilize 2010 Census data and latest available demographic data to identify changes to EJ areas and evaluate impacts of plans and programs on these areas. Continue outreach and activities to meet the requirements of Title VI.

Surface Transportation Program - Establish regional priorities with CTDOT to facilitate the annual statewide program development process. Maintain a multi-year program that balances priorities, costs, available funds and the progress of individual projects. Sustain a continuous interchange with municipalities advancing Surface Transportation Program and Local Transportation Capital Improvement Program (LOTICIP) projects on municipal roads per CTDOT guidelines. Continue Council monitoring of programmed work through monthly review. Continue programming consultation with regional planning organizations comprising the Bridgeport-Stamford and New Haven-Meriden urbanized areas.

Air Quality/ Environmental Planning – Work with CTDOT to give consideration to the impacts of climate change and air quality on the transportation decision making process. Work with CTDOT to make the necessary air conformity determinations based upon CTDOT modeling.

FTA Section 5310 Outreach to Private Non-Profit Organizations and Local Public Bodies - Share notice of an annual Section 5310 grant funding and help potential applicants advance proposals consistent with FTA and CTDOT guidelines (January 2015).

Local Transit Districts - Continue attendance at Greater New Haven Transit District meetings and, periodically, at meetings of the Meriden Transit District and the Milford Transit District. Meetings provide feedback for the areawide planning and programming process.

Local Accident Reduction Program - Prepare municipal local accident reduction program applications per annual state/regional outreach, emphasizing a state/federal pedestrian safety focus. Develop proposals with municipal staff, frame material for municipal review and advance proposals for Council review per longstanding practice (April 2015).

Congestion Mitigation/ Air Quality – As per CTDOT guidance, solicit proposals from the Region for ranking and forwarding to CTDOT for new congestion mitigation/air quality funding under the next highway act or as provided in continuing resolutions.

Traffic Diversion Routes – Continue review of previous individual municipal plans completed by CTDOT and implemented by the Region as they are impacted by new construction and roadway modifications.

FY 2015 Consultant Supported Activity

Nine studies will be conducted by consultants engaged by the Region. All consultant work will be undertaken in a manner consistent with the National Environmental Policy Act (NEPA). Any studies undertaken by the Region that impact state transportation systems or highways will identify the role and/or assistance expected from CTDOT, including resources and outcome.

Multi-community Sign inventory program - For up to nine communities, program to provide town wide inventory of road and street signs, providing software for management and recommendations for upgrades and regulatory compliance.

Multi-community Pavement Management Study - For Orange and Woodbridge, review of existing conditions of town roads and advise town on ratings to help town implement a pavement management system.

Transit-oriented Development Study - Phase 1 of a TOD Feasibility Study to improve ridership on the rail service available in the South Central Region. There will be in-depth analysis around each of the train stations located in the region to determine the development potential, street connectivity, access, potential for bike and pedestrian infrastructure, and last mile connections. The study will examine parking availability, potential for regulatory changes, development strategies, priorities and the regional context for each train station.

Regional Traffic Signal Study - Continue previous work on inventory and review of municipally owned traffic signals in region with recommendations on signal operational improvements to facilitate traffic flow, pedestrian safety and minimize congestion. Study will also make general recommendations on upgrades for energy efficiency. (Proposed in previous UPWP but not accomplished due to funding limitations.)

Tri-Region Freight Study - In association with Lower Conn River Valley COG and Southeastern COG, advance freight planning efforts to produce a tri-region plan to address and improve freight bottlenecks and movements.

City of New Haven, West River Mobility Study, Phase 1 - Phase 1 of a study to review impacts and issues to be addressed concerning traffic calming, extension or re-connection of existing streets, bicycle and pedestrian access, and future development impacts on the area bounded by Martin Luther King Jr. Boulevard, Ella T. Grasso Boulevard, Legion Avenue and Orchard Street.

City of New Haven Signal Re-timing and Optimization Study - Study to evaluate existing conditions and provide recommendations for intersection performance, signal timing, and recommended improvements for 24 signals on the Whalley Avenue, Dixwell Avenue and Whitney Avenue corridors.

City of Meriden, Roadway Improvement Evaluation Study Vicinity Former NRG Site - Study to review existing conditions and provide recommendations on potential infrastructure improvements necessary to address traffic impacts of anticipated due to potential development of the former NRG site. Study will include recommendations on a timeline and budget for the potential improvements.

Congestion Management Process - Data collection and implementation of CMP recommendations from previous study. Additional input to tie our CMP efforts with Lower Conn River Valley COG as the two main areas of the New Haven TMA.

Other Planning Activities

Locally Coordinated Public Transit Human Services Transportation Plan (LOCHSTP) - This requirement of SAFETEA-LU is the planning element under which SCRCOG will continue to coordinate transit services to provide for the basic mobility needs of the Region's elderly and disabled under the Section 5310 program, Enhanced Mobility for Seniors and Persons with Disabilities. During FY2012, the Region undertook an annual LOCHSTP review process, with outreach to service providers and municipalities to identify service gaps and needs. During FY 2015, staff will continue outreach to service providers and CTDOT and work with them to implement service priorities.

Transit Planning - Most day-to-day operational planning for the transit systems in the South Central region is done at the individual agency level (i.e. by Greater New Haven Transit District, CTTransit, Milford Transit District and Meriden Transit District). SCRCOG staff play a role in coordinating programs between these regional districts, assessing demographic and land use

policies that will impact the viability of transit services, and identifying new opportunities for transit service outside the existing route network and service areas. Staff attends transit meetings in the region. Recommendations of the FY2008 Regional Transit Implementation Project will be pursued. Initiatives that increase transit usage and reduce the usage of single occupancy vehicles and contribute to improving air quality in the region will be prioritized.

Transit Alternatives Analysis – The Greater New Haven Transit District (GNHTD) and the City of New Haven will be undertaking an alternatives analysis under FTA funding administered by GNHTD. The New Haven Alternatives Analysis (NHAA) will identify and enhance public transit connectivity in New Haven and immediate surrounding communities and include a review of transit needs, access to transit, and the availability of public transportation to residents of the city - especially transit-dependent populations. The study will evaluate all reasonable modal and multimodal alternatives, including a broad range of transit alternatives, such as enhanced bus service, bus rapid transit (BRT), heavy rail, and urban circulators (modern streetcar) along appropriate corridors within the CT Transit and GNHTD service area. The study analysis will also explore connectivity among existing transportation modes in New Haven (CT Transit bus services, Greater New Haven Transit District service, university shuttle services, connections to Union Station including Metro-North to New York City, Shore Line East, and Amtrak, and other transportation providers in the area).

Freight Movement Planning - Planning for more efficient truck freight movement and reducing the impacts of existing truck trips on adjacent residential areas is a key element of previous UPWP studies. Implementation of the recommendations of the New Haven Truck Route Study will work toward fulfillment of these goals in the Region's core municipality. SCRCOG staff will continue to monitor freight movement trends in the region and identify opportunities for improved movements and efficiencies which will also reduce the impacts of goods movement on the air quality in the region.

As part of an initiative with Lower Connecticut River Valley COG and Southeastern COG, staff will undertake the first phase of the preparation of a Tri-Region Freight Plan, looking to work with CTDOT to prepare a plan coordinated with CTDOT efforts, to identify bottlenecks, identify needed improvements and estimated costs to improve freight movement into and through the three regions.

Other freight-related staff activities will focus on evaluation of intermodal issues relating to the Port of New Haven and potential expanded utilization, assisting the City of New Haven and the Port Authority of New Haven with their evaluation of site and development alternatives for the proposed intermodal terminals at the Port. Staff will continue to work with municipalities and the State to maximize future intermodal opportunities as they develop throughout the Region.

Improvements to track connections in the vicinity of the Port of New Haven due to be completed with the cooperation of the property owners will allow, for the first time in several decades, direct connection between the port area and the mainline rail network. This project will substantially enhance the economics of intermodal freight shipment and will provide strong economic development benefits to the region.

The runway safety improvements at Tweed New Haven Airport could allow for improved freight utilization at the Airport. SCRCOG staff will work with the Airport Authority, Town of East Haven and City of New Haven to evaluate potential increased freight operations to reduce congestion on the region's interstates and provide timely delivery of goods and food products to the region.

Operations and Management Strategies - SCRCOG staff will continue to review State ITS Architecture refinements, and will ensure coordination with regional and local plans. Many of the study efforts outlined above are focused on alleviating traffic congestion and thereby improving air quality through enhanced operation and utilization of existing transportation system assets.

Products

- FY2012-2015 TIP. Maintain the four-year Transportation Improvement Program and adopt amendments as appropriate throughout the fiscal year.
- Adoption of new FY2015-2018 TIP.
- Adoption of new Long Range Transportation Plan 2015-2040
- Local Accident Reduction Program. Prepare applications for CTDOT review in association with interested municipalities (April 2015).
- FTA Section 5310 Program Priorities. Review and approval of grants, in conjunction with CTDOT (April 2015).
- New CMAQ projects as per CTDOT guidance.

This task requires continuing activity throughout the year. Reporting milestones are noted above.

Task 4: Other Technical Assistance

Objective

1. Coordination with Division of Emergency Management and Homeland Security (DEMHS) on emergency response planning and transportation security.
2. Provide technical assistance and coordination with Safe Routes to School (SRTS) program participants and CTDOT concerning applications for funding.
3. Provide assistance to new transit station development in the Region, including transit oriented development (TOD) for New Haven, West Haven, North Haven, Branford, Madison, Guilford, Orange, Wallingford, Meriden, and Milford.
4. Work with REX Development to ensure continued regional economic vitality.

Major 2015 Activities

Coordination with DEMHS – Continue attendance by Executive Director and staff at DEMHS regional meetings to work with DEHMS and municipal staff on emergency response planning and implementation. Review of DEMHS communications and plans to insure integration with other regional initiatives.

Security of the Transportation System – Work with DEMHS Region 2 Regional Emergency Preparedness Team Steering Committee to review and offer recommendations on security. The Transportation Regional Emergency Support Function provides an annual SWOT (Strengths, Weaknesses, Opportunities, Threats) analysis to help improve regional transportation function and security.

Safe Routes to Schools – Work with interested schools and CTDOT to provide coordination and technical assistance in the preparation of SRTS Master Plans and application for infrastructure grants through the program.

Transit stations and TOD - Work with interested municipalities, CTDOT, local legislators and residents to help promote transit and TOD opportunities to increase mobility, improve transportation options, promote economic vitality, and encourage the linking of transportation and land use decisions.

REX Development – Promote regional economic vitality through representation on the REX Board. Five Chief Elected Officials serve on the REX Board, which identifies regional economic opportunities. Continued Board membership and participation, with periodic reports to the Council, will help promote economic vitality and opportunities.

This task requires continuing activity throughout the year.

Task 5: Public Participation

Objectives

1. Facilitate a timely flow of information to interested individuals and organizations through media outreach and our agency website.
2. Provide a focus for public input relative to the region's Transportation Plan, Transportation Improvement Program and other key products by elected officials, any interested citizens and specifically by minority, low-income and non-English speaking communities.
3. Solicit public interest for each of our regional planning and transportation studies and for the SCRCOG decision-making process in general. Ensure that outreach, review and project definition respond to USDOT/CTDOT Environmental Justice requirements contained in the MAP-21 federal transportation act, utilizing latest available census and demographic data.
4. Share technical material with professionals, elected officials and the public at appropriate times as major study efforts progress.

Major 2015 Activities

The Council of Governments will continue its commitment to public outreach through a wide range of outlets:

1. *Annual Report*

SCRCOG's annual report will be made available at the conclusion of each fiscal year.

2. *Media Coverage*

The Transportation Committee agenda notification process includes over thirty area media organizations. Meeting notices for Transportation Committee/Council actions and SCRCOG publications will be regularly shared with a wide range of print and broadcast media including the *New Haven Register*, the *Connecticut Post*, the *Meriden Record-Journal*, *Northeast Minority News*, *La Voz Hispana* and other local (non-daily) newspapers in the region, and radio and television news departments.

3. *Transportation Committee and Technical Transportation Committee*

The Region's Transportation Committee (chief elected officials) and Transportation Technical Committee (municipal staff), meeting together monthly, will continue to interact with CTDOT personnel, federal staff and other interested parties. The committees advance programming and planning proposals to the Council as a whole. Over 100

organizations and individuals, including advocacy organizations, environmental groups, social services organizations, and private transit operators, will be notified of committee meetings by email or fax. Notice of meetings is also provided on the SCRCOG website. Council-adopted *Public Participation Guidelines* clearly identify the Council's commitment to broad, ongoing participation, and highlight the avenues for public input in the transportation planning process.

4. *Public Meetings*

- Quarterly Greater New Haven Transit District meetings and periodic attendance at meetings of the Milford and Meriden transit districts to facilitate planning and programming activities.
- REX Development, the region's non-profit economic development organization, was established jointly by SCRCOG and the private sector. Five chief elected officials serve on the REX Board.
- Rides to Work Steering Committee meetings. The RTW steering committee shapes the region's job access transportation commitment together with state, municipal and regional partners. The Executive Director serves on the Steering Committee.
- Regional Alliance work sessions. The eleven-year-old Alliance brings a broad array of regionally oriented organizations together to share experience, initiatives and ideas in the educational, social service, economic development, land use and transportation fields.
- Regional Chambers of Commerce – Executive Directors meet at SCRCOG periodically in conjunction with Regional Economic Development Directors to address business-related transportation issues.

5. *Council of Governments Meetings*

Monthly Council meetings (chief elected officials) provide opportunities to review the status of major planning and programming efforts, gain further guidance from chief elected officials and take formal Council TIP actions.

6. *SCRCOG Web Site*

The agency website provides ready access to Council meeting agendas, reports and memos including *Public Participation Guidelines*, the UPWP, the TIP and proposed TIP amendments, and *South Central Regional Long Range Transportation Plan 2011-2040*. Links to CTDOT, municipalities, data sources and transit/transportation sites are also included here.

7. *Public Participation Guidelines*

SCRCOG *Public Participation Guidelines* outline broad public involvement. Ongoing public participation confirms their effectiveness.

8. *Evaluation of Effectiveness*

Evaluation of the effectiveness of the Region's public outreach is an ongoing process. Staff continually review the attendance at SCRCOG and Transportation Committee meetings, as well as at public meetings held as part of consultant supported work. This review indicates that the outreach is working and involving the community and interested parties. Hits on the SCRCOG website indicate a high level of interest in our activities. Staff attendance at public meetings of regional and state organizations and civic groups, and reports back to our members, provide involvement of the region and important communication both within and beyond the Region. This high level of involvement and communication is indicative of the Region's ongoing commitment to effective public outreach.

Efforts will focus on enhanced public awareness and understanding the region's transportation needs. In FY 2015, public outreach will continue to emphasize the implementation of the new Regional Long Range Transportation Plan and the Regional Plan of Conservation and Development, working toward solutions involving policies such as smart growth, non-vehicular transportation, and context sensitive design solutions. Chief elected officials and SCRCOG staff will continue to participate in the organizations as noted above.

Public outreach will include opportunities for public input on the FY2015 Consultant supported activity and CTDOT transit improvements. Staff will continue to monitor progress on the I-95 Corridor Improvement Program with monthly updates available at the regular public meetings of SCRCOG.

This task requires continuing activity throughout the year. Reporting milestones are noted above.

Appendix A

Unified Planning Work Program Financial Tables – Fiscal Year 15

*Table 1
Fiscal Year 2015 Revenues*

	<i>Federal</i>	<i>State</i>	<i>Local</i>	<i>Total</i>
<i>Federal Highway Administration</i>	1,161,850	142,185	142,185	1,446,221
<i>Federal Transit Administration</i>	194,797	24,350	24,350	243,496
<i>Total</i>	1,356,647	166,535	166,535	1,689,717

The federal and state contributions include a portion of the carryover funds from FY11/12.

*Table 2
Fiscal Year 2015 - Planning Costs by Task*

	<i>Federal</i>	<i>State</i>	<i>Local</i>	<i>Total</i>
<i>Management of the Planning Process</i>	89,541	11,193	11,193	111,927
<i>Transportation Planning Activities</i>	352,234	44,029	44,029	440,292
<i>Data Collection / Analysis</i>	13,292	1,661	1,661	16,614
<i>Planning Projects</i>	875,699	109,462	109,462	1,094,623
<i>Public Participation</i>	21,009	2,626	2,626	26,261
<i>Total</i>	1,351,775	168,971	168,971	1,689,717

Table 3

Fiscal Year 2015 - Direct Salaries by Task - Hours & Cost ¹

	<i>Personnel Costs by Task</i>									
	<i>Ex. Dir.</i>		<i>Sr. Planner</i>		<i>Planners</i>		<i>Field</i>		<i>Total</i>	
	<i>Hrs</i>	<i>Cost</i>	<i>Hrs</i>	<i>Cost</i>	<i>Hrs</i>	<i>Cost</i>	<i>Hrs</i>	<i>Cost</i>	<i>Hrs</i>	<i>Cost</i>
<i>Management of the Planning Process</i>	275	17,454	150	7,412	100	4,486	0	0	525	29,352
<i>Transportation Planning Activities</i>	550	34,909	300	14,823	4,080	141,391	0	0	4,930	191,122
<i>Data Collection / Analysis</i>	0	0	0	0	150	6,011	100	1,125	250	7,136
<i>Planning Projects</i>	150	9,521	950	46,940	850	32,028	0	0	1,950	88,488
<i>Public Participation</i>	75	4,760	100	4,941	50	1,884	0	0	225	11,585
Total	1,050	66,644	1,500	74,115	5,230	185,800	100	1,125	7,880	327,683

¹ Maximum hourly rates for Executive Director - \$70.00, Sr. Planner - \$55.00, Planners - \$50.00, Field Personnel - \$12.50.

General Classification duties – Executive Director - Oversees agency operations, administers planning program, financial oversight, oversees status of UPWP, reports to SCRCOG Board on agency operations and progress. Sr. Planner - administers transportation planning, works with municipalities, FHWA and CTDOT staff to facilitate transportation planning, oversees consultants, prepares necessary planning documents. Planners - duties include financial administration, budget oversight, transportation document preparation, coordination of transportation planning and land use, sustainability, economic vitality, environmental concerns, management and utilization of GIS database for transportation planning, coordination of transportation system integration, management and preservation, data acquisition and utilization. Field - Acquisition of parking occupancy data and other data acquisition

Table 4

Fiscal Year 2015 - Total Labor by Task - Salaries & Overhead Applied ¹

	<i>Labor Costs by Task</i>				
	<i>Ex. Dir.</i>	<i>Sr. Planner</i>	<i>Planners</i>	<i>Field</i>	<i>Total</i>
<i>Management of the Planning Process</i>	39,415	16,737	10,130	0	66,282
<i>Transportation Planning Activities</i>	78,830	33,473	319,288	0	431,592
<i>Data Collection / Analysis</i>	0	0	13,574	2,540	16,115
<i>Planning Projects</i>	21,499	105,999	72,326	0	199,824
<i>Public Participation</i>	10,750	11,158	4,254	0	26,162
Total	150,494	167,366	419,573	2,540	739,974

1. Audited overhead rate @ 1.2582

Table 5
Fiscal Year 2015 - Direct Expenditures by Task

	Direct Expenditures by Task						Total
	Print & Repro	Travel	Data Proc	Consult	Misc ¹	Capital	
<i>Management of the Planning Process</i>	0	200	0	0	443	45,000	45,643
<i>Transportation Planning Activities</i>	100	2,600	1,500	0	4,500	0	8,700
<i>Data Collection / Analysis</i>	0	500	0	0	0	0	500
<i>Planning Projects</i>	500	2,800	0	890,000	1,500	0	894,800
<i>Public Participation</i>	0	100	0	0	0	0	100
Total	600	6,200	1,500	890,000	6,443	45,000	464,417

1. Miscellaneous expenses include technical training, technical publications, and advertising expenses.

Table 6
Fiscal Year 2015 - Planning Projects with Consultant Assistance

	Cost
<i>Region- Multi-Community Sign Inventory Program</i>	340,000
<i>Region- Multi-Community Pavement Management Study</i>	70,000
<i>Region - Transit Oriented Development Study</i>	100,000
<i>Region - Tri-Regional Freight Study</i>	100,000
<i>Region - Traffic Signal Study</i>	55,000
<i>New Haven - West River Mobility Study, Phase 1</i>	50,000
<i>New Haven - Signal Re-Timing and Optimization Study</i>	55,000
<i>Meriden - Roadway Improvement Study for NRG Site</i>	60,000
<i>Congestion Management Process</i>	60,000
Total	890,000

Table 7
Fiscal Year 2015 - Total UPWP Program Cost

	Cost
<i>SCRCOG Salaries</i>	327,683
<i>Overhead - Indirect Applied (1.2582)</i>	412,291
<i>Print & Reproductions</i>	600
<i>Travel</i>	6,200
<i>Data Processing</i>	1,500
<i>Consultants</i>	890,000
<i>Miscellaneous</i>	6,443
<i>Capital</i>	45,000
Total	1,689,717

Appendix B

Statement of Cooperative MPO/State/Transit Operators Planning Roles & Responsibilities

Purpose

The purpose of this statement is to outline the roles and responsibilities of the State, the South Central Regional Council of Governments (SCRCOG) and appropriate providers of public transportation as required by 23 CFR Sec. 450.314(a) "Metropolitan Planning Agreements" [formerly 23CFR 450.310(e)].

General Roles & Responsibilities

SCRCOG will perform the transportation planning process for the South Central Region and develop procedures to coordinate transportation planning activities in accordance with applicable federal regulations and guidance. The transportation process will, at a minimum, consist of:

1. Preparation of an annual Unified Planning Work Program that lists and describes all transportation planning studies and tasks to be completed during the year.
2. Preparation and update of a long range, multi-modal regional transportation plan.
3. Preparation and maintenance of a short-range transportation improvement program (TIP).
4. Financial planning to ensure plan and program are financially constrained and within anticipated funding levels.
5. Conduct of planning studies and system performance monitoring, including highway corridor and intersection studies, transit system studies, application of advanced computer techniques, and transportation data collection and archiving.
6. Public outreach, including survey of affected populations, electronic dissemination of reports and information (website), and consideration of public comments.
7. Ensuring the transportation planning process does not have a significant or disproportionate impact on low income, minority and transit dependent Title VI populations.
8. Development and implementation of a Congestion Management Process as appropriate.
9. Ensuring plans, projects and programs are consistent with and conform to air quality goals of reducing transportation-related emissions and attaining National Ambient Air Quality Standards.

Long Range Transportation Plan

1. SCRCOG will be responsible for preparing and developing the long range (20–25 years) transportation plans for the South Central Region.
2. SCRCOG may develop a consolidated transportation plan summary report for the South Central Region that includes the key issues facing the area and priority programs and projects.
3. CTDOT will provide the following information and data in support of developing the transportation plan:
 - a. Financial information - estimate of anticipated federal funds over the 20-25 year time frame of the plan for the highway and transit programs.

- b. Trip tables - for each analysis year, including base year and the horizon year of the plan by trip purpose and mode.
 - c. Traffic count data for state roads in the South Central Region, and transit statistics as available.
 - d. List of projects of statewide significance by mode, with descriptions, so that they can be incorporated into the regional transportation plans.
 - e. Assess air quality impacts and conduct the regional emissions assessment of the plan. Will provide the results of the assessment in a timely manner to allow inclusion in the plan and to be made available to the public at public information meetings. (Refer to air quality tasks.)
4. SCRCOG may conduct transportation modeling for the area
 5. SCRCOG will consult with the appropriate providers of public transportation on local bus capital projects to include in the transportation plan, and will work together to develop local bus improvements for the plan from the 10-year capital program. Through consultation, SCRCOG, in cooperation with CTDOT, will identify future local bus needs and services, including new routes, service expansion, rolling stock needs beyond replacement, and operating financial needs.

Transportation Improvement Program (TIP)

1. The TIP will be prepared and compiled through a consultative process among CTDOT, SCRCOG, and the appropriate provider(s) of public transportation.
2. CTDOT will prepare an initial list of projects to include in the new TIP. This list will be based on the current TIP that is about to expire and an assessment of which projects will be obligated for funding before the end of the current federal fiscal year.
3. CTDOT, SCRCOG and transit provider(s) – CTDOT will solicit comments on the TIP and incorporate where practicable.
4. CTDOT will provide detailed project descriptions, cost estimates and program schedules. The project descriptions will provide sufficient detail to explain the projects to SCRCOG and the general public.
5. CTDOT will provide a list of projects obligated during each of the federal fiscal years covered by the expiring TIP/STIP. The annual listing of obligated projects should include both highway and transit projects.
6. SCRCOG will compile the TIP for the Region, including preparing a narrative. Projects will be categorized by federal aid program and listed in summary tables. The TIP will be converted into a format that will allow it to be downloaded to the Region's website. SCRCOG will maintain the TIP by tracking amendments and changes to projects (schedule, scope and cost) made through the administrative action process.
7. CTDOT will develop the STIP based on the MPO's TIPs and projects located in the rural regions of the State.
8. CTDOT will include one STIP entry each for the Bridge program, the Highway Safety Improvement program and the Recreational Trails program. This entry will list the total funds needed for these programs for each fiscal year. All Regions will receive back up lists in the form of the Connecticut Bridge Program, the Office of Traffic Engineering Safety Plan and the Recreational Trails program administered by the Department of Environmental Protection. The one line entry will reduce the number of entries needed in the STIP.
9. CTDOT will provide proposed amendments to SCRCOG for consideration. The amendment will include a project description that provides sufficient detail to explain the proposed changes to

SCRCOG. It will also provide a clear reason and justification for the amendment. If it involves a new project, CTDOT will provide a clear explanation of the reasons and rationale for adding it to the TIP/STIP.

10. When an amendment to the TIP/STIP is being proposed by SCRCOG and CTDOT, CTDOT will ensure financial consistency.
11. CTDOT will provide a financial assessment of the STIP with each update. SCRCOG should prepare a TIP summary table listing all projects by funding program sorted by year based on CTDOT's financial assessment.

Air Quality Planning

1. CTDOT and SCRCOG may meet at least once per year to discuss the air quality conformity process, the regional emissions analysis and air quality modeling.
2. CTDOT will conduct the regional emissions analysis, which includes the South Central Region and provide the results to SCRCOG. The regional emissions analyses for the build or future years will include the proposed transportation improvements included in the regional long-range transportation plans and TIP. It will contain a table showing the estimated emissions from the transportation system for each criteria pollutant and analysis year.
3. The report provided by CTDOT on the regional emissions analyses will be inserted into the long-range transportation plan and TIP.
4. SCRCOG will make the regional emissions analysis available to the public.

Public Participation Program

1. SCRCOG will annually review and evaluate its public participation program.
2. SCRCOG will update and prepare a list of neighborhood and local organizations and groups that will receive notices of SCRCOG plans, programs and projects.
3. SCRCOG will work to ensure that low-income, minority and transit dependent areas are afforded an adequate opportunity to participate in the transportation planning process, receive a fair share of the transportation improvement benefits and do not endure a disproportionate transportation burden. SCRCOG will comply with federal legislation on these issues.
4. SCRCOG's process for developing plans, projects, and programs will include consultation with state and local agencies responsible for land use and growth management, natural resources, environmental protection, conservation and historic preservation.
5. SCRCOG will maintain its website to provide clear and concise information on the transportation planning process and provide an opportunity to download reports and documents. This will include developing project and study summaries, converting reports into a pdf or text format, and maintaining a list of available documents. The website will provide links to other associated organizations and agencies.

Public Transportation Planning

1. SCRCOG will allow for, to the extent feasible, the participation of transit providers at all Transportation Committee and SCRCOG meetings to provide advice, information and consultation on transportation programs within the South Central Region.

2. SCRCOG will provide the opportunity for the transit providers to review and comment on planning products relating to transit issues within the Region.
3. SCRCOG will allow for transit provider(s) to participate in UPWP, long-range plan, and TIP development to insure the consideration of any appropriate comments.
4. SCRCOG and CTDOT will assist the transit provider(s) to the extent feasible with planning for transit related activities.

Fiscal/Financial Planning

1. The CTDOT will provide SCRCOG with up-to-date fiscal and financial information on the statewide and regional transportation improvement programs to the extent practicable. This will include:
 - a. Anticipated federal funding resources by federal aid category for the upcoming federal fiscal year, as shown in the TIP financial chart.
 - b. Annual authorized funds for the STP-Urban account.
 - c. Annual authorized funds for the FTA Section 5307 Program.
 - d. A listing of FTA Section 5309 Bus and Section 5309 New Starts projects that are earmarked in federal legislation and also as appropriated by Congress.
 - e. Monthly updates of STP-Urban Program showing current estimated cost & scheduled obligation dates.
2. The CTDOT will notify SCRCOG when the anticipated cost of a project, regardless of funding category, has changed in accordance with the agreed upon TIP/STIP amendment and administrative action process.
3. SCRCOG will prepare and distribute summary tables and charts that display financial information.

Congestion Management Process (CMP) Program

1. The CTDOT, as state's primary CMP, will provide SCRCOG its congestion screening report.
2. SCRCOG will review the congestion screening report and select critical corridors for analysis as a second level CMP in the state.
3. SCRCOG will conduct a highway performance monitoring program that includes the collection of traffic counts, conduct of travel time surveys, and determination of travel speeds and delay.
4. SCRCOG will conduct congestion strategies studies for critical corridors and identify possible improvements to reduce congestion and delay.
5. SCRCOG will work with CTDOT on programming possible congestion-reducing projects.
6. SCRCOG will, upon implementation of a congestion reduction improvement, assess post-improvement operations and determine level of congestion relief.

Intelligent Transportation Systems (ITS) Program

1. The CTDOT will maintain the statewide ITS architecture and ensure consistency with the Regional ITS Architecture for the South Central Planning Region.
2. SCRCOG will maintain and update the Regional ITS Architecture for the South Central Planning Region, where appropriate.

Amendment

This Statement on Transportation Planning may be amended from time to time or to coincide with annual UPWP approval as jointly deemed necessary or in the best interests of all parties, including Federal transportation agencies.

Effective Date

This Statement will be effective after it has been endorsed by SCRCOG as part of the UPWP, and as soon as the UPWP has been approved by the relevant Federal transportation agencies.

No Limitation on Statutory Authority

Nothing contained in this Statement is intended to or shall limit the authority or responsibilities assigned to signatory organizations under Connecticut law, federal law, local ordinance, or charter.