

Reading Area Transportation Study

(610) 478-6300
FAX: (610) 478-6316

c/o Berks County Planning Commission
Berks County Services Center
633 Court Street, 14th Floor
Reading, PA 19601-4309

TO: Reading Area Transportation Study Coordinating Committee

FROM: Michael D. Golembiewski, Transportation Modeler

RE: Draft FY 2024-2025 Unified Planning Work Program (UPWP)

DATE: January 5, 2024

Attached you will find the draft UPWP for FY 2024-2025. In a departure from prior years, this draft is for one (1) Fiscal Year (FY) only instead of the usual two (2) FY's. This is in response to efforts to have UPWP creation go "off-cycle" from Transportation Improvement Program (TIP) development, which typically happens at the same time.

A Stakeholder meeting regarding proposed work items, timing and document revisions was held on October 20, 2023. Attendance included representatives from PennDOT Central Office and District 5-0, FHWA, SCTA/BARTA, Reading Regional Airport Authority, and RATS staff. Minor issues regarding federal initiatives and timing of certain projects were discussed. Updated financial guidance has been incorporated as well. A draft was then forwarded to FHWA, FTA and PennDOT for review/comment on November 15, 2023. Comments have been received and incorporated into the current draft.

At the January 4th Technical Committee meeting a recommendation was made to the Coordinating Committee to adopt the Draft FY 2024-2025 UPWP as presented. At the January 18th Coordinating Committee meeting staff will be asking for MPO adoption of the draft UPWP. If you have any questions, feel free to give me a call (Ext. 6304) or email mgolembiewski@countyofberks.com.

MDG/

Attach: Draft FY 2024-2025 Unified Planning Work Program (UPWP) (12-2023 ver. 4 DRAFT)

READING AREA TRANSPORTATION STUDY

FY 2024 – 2025
(July 1, 2024 to June 30, 2025)

UNIFIED PLANNING WORK PROGRAM

DECEMBER 2023 DRAFT

DRAFT:

Technical Committee:

Coordinating Committee:

The preparation of this report has been financed in part through grants from the U.S. Department of Transportation and the Pennsylvania Department of Transportation. The contents of this report reflect the views of the authors who are responsible for the facts and the accuracy of the data presented herein. The contents do not necessarily reflect the official policies of the U.S. Department of Transportation, Federal Highway Administration (FHWA), Federal Transit Administration (FTA) or the Commonwealth of Pennsylvania at the time of publication. This report does not constitute a standard, specification, or regulation.

The Reading Area Transportation Study (RATS) fully complies with Title VI of the Civil Rights Act of 1964, Executive Order 12898 on Environmental Justice, and related nondiscrimination statutes and regulations in all programs and activities. The Berks County/RATS website provides language translation software, offering translation between English, Spanish, and multiple other languages. Publications and other public documents can be made available in alternative languages and formats, if requested. Any person who believes they have been aggrieved by an unlawful discriminatory practice by RATS under Title VI has a right to file a formal complaint. Any such complaint must be in writing and filed with RATS's Title VI Compliance Officer and/or the appropriate state or federal agency within 180 days of the alleged discriminatory occurrence. For more information on RATS' Title VI program, or to obtain copies of RATS' Title VI Policies, Complaint Procedures, or Complaint Form, please contact the Title VI Compliance Officer at (610) 478-6300 x6304, email planning@countyofberks.com, or visit our website at <https://www.countyofberks.com/departments/planning-commission/transportation-reading-mpo/reading-area-transportation-study-2023-meeting-schedule>.

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 ("ADA"), RATS will not discriminate against qualified individuals with disabilities based on disability in its services, programs, or activities. RATS' public meetings are always held in ADA-accessible facilities and in transit-accessible locations when possible. Auxiliary services can be provided to individuals who submit a request at least seven (7) days prior to a meeting. Requests made within seven (7) days will be accommodated to the greatest extent possible. Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a program, service, or activity of RATS, or has complaints that a program, service, or activity of RATS is not accessible to persons with disabilities please contact the ADA Point of Contact at (610) 478-6300 x6304, email planning@countyofberks.com, or visit our website at <https://www.countyofberks.com/departments/planning-commission/transportation-reading-mpo/reading-area-transportation-study-2023-meeting-schedule>

Documents will be made available in alternative languages or formats if requested. Persons requiring additional accommodations or those with questions should call 610-478-6300.

Estos informes y/o documentos estarán disponibles en diversos lenguajes y formatos si es necesario. Personas que necesiten acomodo razonable o con preguntas pueden comunicarse l 610-478-6300.

English

ATTENTION: If you speak another language, language assistance is available to you FREE OF CHARGE. Call 610.478.6300

Español

Atención: Si habla español, tiene a su disposición servicios gratuitos de asistencia lingüística. Llame al 610.478.6300

中文

注意：如果您講廣東話或普通話，您可以免費獲得語言援助服務。請致電 610.478.6300

Tiếng Việt

CHÚ Ý: Nếu bạn nói Tiếng Việt, có các dịch vụ hỗ trợ ngôn ngữ miễn phí dành cho bạn. Gọi số 610.478.6300

한국어

주의: 한국어를 사용하시는 경우, 언어 지원 서비스를 무료로 이용하실 수 있습니다. 610.478.6300

Français

ATTENTION: Si vous parlez français, des services d'aide linguistique vous sont proposés gratuitement. Appelez le 610.478.6300

العربية

ملحوظة: إذا كنت تتحدث اللغة العربية، فإن خدمات المساعدة اللغوية متوفرة لك بالمجان. اتصل برقم المبرقة الكاتبة: 610.478.6300

עברית

שים לב: אם אתה מדבר עברית, סיוע בשפה, ללא תשלום, זמין עבורך. התקשר 610.478.6300

Hmoob

LUS CEEV: Yog tias koj hais lus Hmoob, cov kev pab txog lus, muaj kev pab dawb rau koj. Hu rau 610.478.6300

Русский

ВНИМАНИЕ: Если вы говорите на русском языке, то вам доступны бесплатные услуги перевода. Звоните 610.478.6300

Tagalog

PAUNAWA: Kung nagsasalita ka ng Tagalog, maaari kang gumamit ng mga serbisyo ng tulong se wika nang walang bayad. Tumawag sa 610.478.6300

ไทย

ความสนใจ: หากคุณพูดภาษาไทยคุณสามารถขอความช่วยเหลือด้านภาษาฟรีได้ โทร 610.478.6300

ភាសាខ្មែរ

ចំណាំ: ប្រសិនបើលោកអ្នកនិយាយជាភាសាខ្មែរ សេវាកម្មជំនួយផ្នែកភាសាមានផ្តល់ជូនសម្រាប់លោកអ្នកដោយមិនគិតថ្លៃ។ សូមទំនាក់ទំនងតាមរយៈលេខ៖ 610.478.6300. ។

Deutsche

ACHTUNG: Wenn Sie Deutsch sprechen, erhalten Sie kostenlose sprachliche Unterstützungsdienste. Telefonnummer 610.478.6300

हिंदी

ध्यान दें: यदि आप हिन्दी बोलते हैं तो आपके लिए मुफ्त में भाषा सहायता सेवाएं उपलब्ध हैं। 610.478.6300 पर कॉल करें

日本人

注：日本語を話す人は、無料で言語サポートを利用することができます。電話番号 610.478.6300

Italiano

ATTENZIONE: se parli italiano, l'assistenza linguistica, a titolo gratuito, è a tua disposizione. Chiama il numero 610.478.6300

Português

POR FAVOR, OBSERVE: se você fala português, assistência linguística, grátis, está à sua disposição. Ligue para 610.478.6300

Nederlands

LET OP: als u Nederlands spreekt, is taalondersteuning gratis. Bel 610.478.6300

Ελληνικά

ΠΡΟΣΟΧΗ: αν μιλάτε ελληνικά, η υποστήριξη γλώσσας είναι διαθέσιμη δωρεάν. Καλέστε 610.478.6300

Polskie

UWAGA: jeśli mówisz po polsku, obsługa języków jest dostępna bezpłatnie. Zadzwoń 610.478.6300

Српски

ПАЖЊА: Ако говорите српски, на располагању вам је бесплатна помоћ. Позив 610.478.6300

Hrvatski

Pažnja: Ako govorite hrvatski, besplatna vam je pomoć dostupna. Nazovite 610.478.6300

Українська

Увага: якщо ви розмовляєте по-українськи, ви можете отримати безкоштовну допомогу. Зателефонуйте за номером 610.478.6300

فارسی

توجه: اگر حرف فارسی رایگان رایگان دریافت کمک. تماس 610.478.6300

ગુજરાતી

સુચના: જો તમે ગુજરાતી બોલતા હો, તો નિઃશુલ્ક ભાષા સહાય સેવાઓ તમારા માટે ઉપલબ્ધ છે. ફોન કરો 610.478.6300

বাঙালি

নোট: আপনি যদি বাংলা বলতে পারেন তবে আপনি বিনামূল্যে সহায়তা পেতে পারেন। কল করুন 610.478.6300

ਪੰਜਾਬੀ

ਨੋਟ: ਜੇ ਤੁਸੀਂ ਪੰਜਾਬੀ ਬੋਲਦੇ ਹੋ ਤਾਂ ਤੁਸੀਂ ਮੁਫਤ ਮਦਦ ਲੈ ਸਕਦੇ ਹੋ. ਕਾਲ 610.478.6300

नेपाली

नोट: यदि तपाईं नेपाली बोल्नुहुन्छ भने, तपाईं निःशुल्क मद्दत प्राप्त गर्न सक्नुहुनेछ। फोन 610.478.6300

Română

Atenție: Dacă vorbești limba română, poți obține ajutor gratuit. Telefon 610.478.6300

Albanian

Kujdes: Nëse ju flisni gjuhën shqipe, mund të merrni ndihmë falas. Telefoni 610.478.6300

Laotian

ຂໍ້ຄວາມສໍາຄັນ: ຖ້າທ່ານເວົ້າພາສາລາວ, ທ່ານຈະໄດ້ຮັບການຊ່ວຍເຫຼືອຢູ່ໄດ້. ໂທ 610.478.6300

Türk

Dikkat: Türkçe konuşursanız, ücretsiz yardım alırsınız. 610.478.6300 'i arayın

తెలుగు

శ్రద్ధ: మీరు తెలుగు మాట్లాడితే, మీకు ఉచిత సహాయం లభిస్తుంది. కాల్ చేయండి 610.478.6300

മലയാളം

ശ്രദ്ധിക്കുക: നിങ്ങൾ മലയാളം സംസാരിക്കുകയാണെങ്കിൽ നിങ്ങൾക്ക് സ്വതന്ത്ര സഹായം ലഭിക്കും. കോൾ ചെയ്യുക 610.478.6300

தமிழ்

கவனம்: நீங்கள் தமிழ் பேசினால், இலவச உதவி பெறலாம். அழைப்புக்கு 610.478.6300

မြန်မာ

အာရုံစိုက်မှု: သင်မြန်မာစကားပြောဆိုလျှင်, သင်အခမဲ့အကူအညီလက်ခံရယူနိုင်ပါသည်။ 610.478.6300

Bahasa Indonesia

Perhatian: Jika Anda berbicara bahasa Indonesia, Anda dapat menerima bantuan gratis. Hubungi 610.478.6300

አማርኛ

ማስጠንቀቂያ: በአማርኛ የሚናገሩ ከሆነ, ነጻ እርዳታ ማግኘት ይችላሉ. በ 610.478.6300 ላይ ማድመል

Yorùbá

Ifarabale: Ti o ba so ni Yorùbá, o le gba iranlọwọ oṣe. Pe 610.478.6300

Igbo

Ntị: Ọ bụrụ na ị na-asụ Igbo, ịnwere ike ịnweta enyemaka n'efu. Kpọọ 610.478.6300

ગાઠ

પેઠણ: ઠંઠાં થાં ગઠોવાસા ગાઠ, ગાથપં વીં ગાથઘંઘઠોઠંઠવાસા, ઠેઠપં' સૈં ઠંઠાં, ઠેઠં ઠંઠં ઠંઠં ઠંઠં ઠંઠં. ઠેઠ 610.478.6300

日本語

注意事項：日本語を話される場合、無料の言語支援をご利用いただけます。610.478.6300. まで、お電話にてご連絡ください。

ગુજરાતી

સુચના: જો તમે ગુજરાતી બોલતા હો, તો નિ:શુલ્ક ભાષા સહાય સેવાઓ તમારા માટે ઉપલબ્ધ છે. ફોન કરો 610.478.6300

TABLE OF CONTENTS

PREFACE.....	1
RATS COORDINATING COMMITTEE.....	2
THE LONG RANGE TRANSPORTATION PLAN FOR BERKS COUNTY.....	3
FEDERAL TRANSPORTATION PLANNING LEGISLATION AND THE CLEAN AIR ACT.....	3
AGENCY ROLES AND RESPONSIBILITIES.....	5
PROJECTS AND TIMELINES	7
MAJOR MILESTONES.....	8
TITLE VI COMPLIANCE.....	9
NONDISCRIMINATION COMPLIANCE.....	10
WORK PROGRAM FUNDING SOURCES.....	11
FY 2024-2025 UNIFIED PLANNING WORK PROGRAM FUNDING SOURCES.....	12
WORK AREA I – GENERAL ADMINISTRATION AND COORDINATION.....	13
WORK AREA II – PLANS AND PROGRAMS.....	17
WORK AREA III – DATA, MAPPING AND TECHNOLOGY	27
WORK AREA IV – TRANSIT PLANNING.....	31
WORK AREA V – SPECIAL FUNDED PROJECTS	35
DOCUMENTATION OF COORDINATION OF EFFORTS FOR THE UPWP	37

THIS PAGE INTENTIONALLY LEFT BLANK

DRAFT

PREFACE

The purpose of the Unified Planning Work Program (UPWP) is to describe the transportation planning and programming activities intended to be completed for Fiscal Year 2024-25 (July 1, 2024 through June 30, 2025) in Berks County and to comply with the Federal Planning regulations.

Federal law and regulations require the formation and designation by the governor of a Metropolitan Planning Organization (MPO) for all areas with a population of over 50,000 persons. This group is charged with coordinating a comprehensive and continuing transportation planning process involving federal, state, and local officials and the public. Within Berks County, Pennsylvania, the transportation planning process is conducted through the Reading Area Transportation Study (RATS) Coordinating Committee, the designated MPO. The MPO's primary responsibilities include the development of:

- a Long Range Transportation Plan, and
- a short-range Transportation Improvement Program.

In July 2002, the Reading MPO was redesignated as a Transportation Management Area (TMA) with an urban area population more than 200,000 (2020 Census urban area population 276,278). As a TMA, it has additional planning duties beyond those of a smaller MPO. These include:

- the development and maintenance of a Congestion Management Process, and
- the performance of a quadrennial Review and Certification of its transportation planning process by the U.S. Department of Transportation's Federal Highway Administration and Federal Transit Administration.

The Unified Planning Work Program reflects the policy decisions of the MPO, PennDOT and the U.S. DOT and describes the day-to-day work tasks to be completed by staff and related organizations in the delivery of these planning processes. The top priorities for the RATS MPO as included in the FY 2024-2025 UPWP include (but are not limited to):

- Providing planning and staff support to the MPO
- Ensure adoption and implementation of the Long Range Transportation Plan and Transportation Improvement Program
- Ensure implementation of programs and projects that support federal and state transportation performance measures
- Review and maintain the Congestion Management Process, Public Participation Plan, and Limited English Proficiency Plan
- Ensure continued maintenance of the FTA-compliant Title VI Program Plan and continued compliance with other non-discrimination statutes
- Maintain, update, and validate the Travel Demand Forecasting Model
- Ensure continued coordination and cooperation with all stakeholders.

RATS COORDINATING COMMITTEE

Federal laws and regulations require the formation of a Metropolitan Planning Organization (MPO) for each urbanized area with a population of more than 50,000 to coordinate a comprehensive and continuing transportation planning program. The RATS Coordinating Committee is the designated MPO for Berks County. The Coordinating Committee is composed of the following ten members:

- 1 member representing the South Central Transit Authority
- 1 member representing the Reading Regional Airport Authority
- 1 member representing PennDOT Central Office
- 1 member representing PennDOT District 5-0
- 1 member representing the Board of County Commissioners
- 1 member representing the Berks County Planning Commission
- 1 member representing the City of Reading
- 1 member representing Boroughs*
- 1 member representing 1st Class Townships*
- 1 member representing 2nd Class Townships*

* Appointed by Board of County Commissioners

The Chairman of the Committee is elected annually and votes only in the event of a tie. The staff of the Berks County Planning Commission serves as the staff and Secretary to the Coordinating Committee and performs transportation planning activities as defined through annual work programs developed in cooperation with Federal, state, and local priorities.

The Coordinating Committee is assisted in its activities by a Technical Committee. This committee is responsible for providing a technical review of data, plans, and programs at the direction of the Coordinating Committee and for forwarding recommendations for actions by the Coordinating Committee. The Technical Committee is composed of the following eight members:

- 1 member representing PennDOT Central Office
- 1 member representing PennDOT District 5-0
- 2 members representing the Berks County Planning Commission
- 2 members representing the City of Reading
- 1 member representing the South Central Transit Authority
- 1 member representing the Reading Regional Airport Authority

THE LONG RANGE TRANSPORTATION PLAN FOR BERKS COUNTY

The Long Range Transportation Plan is the MPO's plan for at least the next 20 years. The Reading MPO adopted a Long Range Transportation Plan for Berks County in July 2022, and has undertaken the FHWA-required 30-month update process for the next LRTP to be adopted in May, 2026. It follows the philosophy of promoting investment and growth in and around established communities and linking them with appropriate infrastructure.

The Vision Statement contained in this plan is:

“The Reading Area Transportation Study will provide and maintain a balanced, multimodal transportation system that will safely and efficiently move people and goods.”

This vision is supported by five goals:

- **Maintenance: Maintain and improve the transportation system and services we enjoy today where financially feasible.**
- **Safety: Keep travelers safe and secure, no matter the mode of transportation.**
- **Economic Development: Invest in projects that strengthen the ability of Berks County commerce to access national and international trade markets and support regional economic development and tourism opportunities.**
- **Improved Connections and Choices: Give travelers a variety of well-designed transportation choices that are in good condition.**
- **Environmental Sustainability: Enhance the performance of the county transportation system in environmentally sustainable ways that increase resiliency to both climate change and vulnerability to natural disaster.**

An update of the Long Range Transportation Plan is currently under way and scheduled for adoption in May 2026.

FEDERAL TRANSPORTATION PLANNING LEGISLATION AND THE CLEAN AIR ACT

As the federally designated Metropolitan Planning Organization (MPO) for the region, the RATS Coordinating Committee must respond to the planning requirements of two federal laws: The Infrastructure Investment and Jobs Act (IIJA) and the Clean Air Act Amendments (CAAA) of 1990. The IIJA, adopted November 15, 2021, continues the regional transportation planning programs advanced under prior federal transportation legislation. Statewide and metropolitan transportation planning processes are governed by Federal law (23 USC 134 and 135), and federal planning regulations are codified in 23 CFR 450. Under the IIJA, certain highway and transit funds are to be administered by a region's MPO and the MPO is a partner in the planning for the use of all transportation

funds. The IIJA also requires the MPO to produce and oversee a Transportation Improvement Program (TIP), the region’s short-range investment plan, which must be consistent with and serve to implement the region’s long range plan. The TIP prioritizes all of Berks County’s transportation-related projects within the constraints of federal and state funding that Pennsylvania can reasonably expect to receive within four years.

There are seven (7) national performance goals that must be considered in the metropolitan planning process:

1. Safety
2. Infrastructure Condition
3. Congestion Reduction
4. System Reliability
5. Freight Movement and Economic Vitality
6. Environmental Sustainability
7. Reduced Project Delivery Delays

Additionally, there are ten (10) identified Federal Planning Factors that are required to be incorporated into the Planning Process, along with how they integrate with this UPWP. The table below highlights that integration:

Federal Planning Factor	Work Area I	Work Area II	Work Area III	Work Area IV	Work Area V
Support the economic vitality of the region, especially by enabling global competitiveness, productivity, and efficiency	X	X	X	X	X
Increase the safety of the transportation system for motorized and non-motorized users		X	X	X	X
Increase the security of the transportation system for motorized and non-motorized users	X	X		X	X
Increase the accessibility and mobility options available for people and for freight	X	X	X	X	X
Protect and enhance the environment, promote energy conservation, improve quality of life, and promote consistency between transportation improvements and state and local planned growth and economic development patterns	X	X	X	X	X
Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight	X	X	X	X	X
Promote efficient transportation system management and operations	X	X	X	X	X
Emphasize the preservation of the existing transportation system	X	X	X	X	X
Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation	X	X	X		X
Enhance travel and tourism	X	X	X	X	X

The Clean Air Act Amendments (CAAA) established a program and set a timetable for improving the nation's air quality. Berks County is currently classified as a marginal non-attainment area for ground level ozone and must attain the mandated air quality standards for two criteria pollutants [Oxides of Nitrogen (NOx) and Volatile Organic Compounds (VOC's)]. Although the responsibility for attaining the standard falls directly on the state, the MPO is responsible for a key role in developing several programs relating to air quality attainment. All projects listed in the Long Range Transportation Plan and TIP must conform to the state's air quality implementation plans. These projects must not lead to further degradation of the region's air quality, but instead improve the air quality and move us toward meeting the federal clean air standards. Toward those ends the MPO maintains a computerized Travel Demand Forecasting Model and uses it, along with an air quality emissions model provided by USEPA, to ensure the MPO's mix of plans and programs do not contribute to the future degradation of air quality from transportation sources.

AGENCY ROLES AND RESPONSIBILITIES

READING AREA TRANSPORTATION STUDY (RATS)

The RATS Coordinating Committee, as the MPO, has the lead responsibility to ensure that the transportation planning process is being carried out in accordance with federal and state regulations. This includes, but is not limited to, responsibility for the development and maintenance of the MPO's Long Range Transportation Plan and Transportation Improvement Program. Members of the Coordinating Committee are expected to represent the concerns of the respective group which they represent. Several other agencies also play key roles in the transportation planning process, as discussed below.

PENNSYLVANIA DEPARTMENT OF TRANSPORTATION (PennDOT)

The MPO works cooperatively with PennDOT in carrying out its transportation planning and air quality planning activities. PennDOT representatives serve on both the Technical Committee and the Coordinating Committee. PennDOT is also responsible for other activities which affect the metropolitan planning process. They are charged with the development of a statewide long range transportation plan which will include the regional Long Range Transportation Plan developed by the Coordinating Committee. They also develop a Statewide Transportation Improvement Program which must include the appropriate sections of the TIP developed by the MPO for Berks County. As such, PennDOT participates actively in the development of the local TIP.

PennDOT also serves as the primary intermediary between the MPO and federal transportation agencies (Federal Highway Administration, Federal Transit Administration, and Federal Aviation Administration). PennDOT Central Office staff and District 5-0 staff are represented on both the Technical Committee and the Coordinating Committee.

BERKS COUNTY PLANNING COMMISSION

The Berks County Planning Commission (BCPC) staff serves as staff in support of the Technical and the Coordinating Committees. The BCPC is responsible for the development of the County's Comprehensive Plan, its long range guide to land use. The BCPC staff is responsible for the maintenance and operation of the County's transportation demand model and, since 1998, the performance of air quality conformity analyses using this model. The BCPC is represented on both the Technical Committee and the Coordinating Committee.

SOUTH CENTRAL TRANSIT AUTHORITY (SCTA)

The South Central Transit Authority is the only provider of public transportation in Berks County. These services are provided in Berks County by the Berks Area Regional Transportation Authority (BARTA) as an operating unit along with the Red Rose Transit Authority (RRTA, Lancaster County) under the joint management of the SCTA. SCTA is responsible for both the capital and service needs within both Berks (BARTA) and Lancaster (RRTA) service areas. SCTA is the principal source of identifying transit projects for inclusion in the transit portion of the Transportation Improvement Program and Long Range Transportation Plan. SCTA also identifies and carries out many of the transit planning activities included in this work program. SCTA is represented on both the Technical and the Coordinating Committees.

PENNSYLVANIA DEPARTMENT OF ENVIRONMENTAL PROTECTION (DEP)

The Pennsylvania Department of Environmental Protection has overall responsibility for compliance with the Clean Air Act, including development and adoption of air quality plans known as State Implementation Plans. This agency relies on the MPO as the lead planning agency for highway-related control measures for air quality in the metropolitan area. The MPO also provides transportation data used in emissions inventories and identifies and analyzes potential air quality strategies. The DEP must approve the Air Quality Conformity Analysis prepared in conjunction with both the region's Transportation Improvement Program and the Long Range Transportation Plan. The PA DEP is not directly represented on either the Technical Committee or the Coordinating Committee as voting members but do serve in an ex-officio capacity.

FEDERAL HIGHWAY ADMINISTRATION (FHWA) and FEDERAL TRANSIT ADMINISTRATION (FTA)

The United States Department of Transportation's Federal Highway and Transit Administrations have the ultimate jurisdiction in determining compliance with the Federal regulations and in distribution of funding to either PennDOT or eligible recipients of transit funds. Non-compliance with the regulations can result in the loss of funding. The Federal Highway and Transit Administrations are not directly represented on either the Technical Committee or the Coordinating Committee as voting members but do serve in an ex-officio capacity.

AGENCY COORDINATION AND THE UPWP

Berks County Planning Commission staff, along with staff from PennDOT Central Office, PennDOT District 5-0, Federal Highway Administration, Federal Transit Administration, South Central Transit Authority, and both the Technical and Coordinating Committees all coordinated in the creation of this UPWP. Dates and efforts are detailed at the end of the document.

PROJECTS AND TIMELINES

Project	SU 24	FA 24	WI 25	SP 25	
Public Participation Plan / Limited English Proficiency Plan Review					WORK AREA #1 ADMIN. - COORD.
PennDOT Financial Guidance Work Group					
PennDOT Interagency Consultation Work Group					
Unified Planning Work Program (UPWP)					
Annual Listing of Federally Obligated Projects					
MPO Administration (incl. meeting prep/attendance)					
Website and Social Media Outreach					
Title VI Program Maintenance/Updates					
PennDOT Annual Planning Partner Meetings (Spring/Fall)					
Quadrennial TMA Certification Review					
Congestion Management Process / Review					WORK AREA #2 PLANS - PRGMS
Transportation Improvement Program (TIP)					
Long Range Transportation Plan (LRTP) update					
PennDOT Connects / Municipal Coordination & Outreach					
Susquehanna Regional Transportation Partnership (S RTP)					
Annual Highway & Bridge Asset Management System Reports					
Annual Highway Safety Reports					
Regional Freight Plan Implementation					
U.S. 422 West Shore Bypass					
Increasing Safe and Accessible Transportation Options					
Census 2020 / ACS Data Gathering/Analysis					WORK AREA #3 DATA & TECH.
Travel Demand Model Validation					
HPMS / TMS Counts					
HPMS Roadway Inventory					
Urban Area Smoothing / Functional Classification Update					
SCTA Asset Management Goal Setting/Adoption (Annual)					WORK AREA #4 TRANSIT
SCTA Transit Safety Management Plan (Annual)					
Attend SCTA Monthly Board Meetings					
Coordinated Public Transit Human Services Transportation Plan Review					
SCTA Transit Development Plan / Implementation					
Market LTAP Courses					WORK AREA #5 SPEC. PRJCTS.
Annual LTAP MPO Meeting					
Quarterly LTAP Report					
Annual LTAP Summary Report					
Increasing Safe and Accessible Transportation Options					
	JUL-SEP	OCT-DEC	JAN-MAR	APR-JUN	

NOTE: Shaded areas in charts throughout the document reflect periods when work is scheduled to occur.

MAJOR MILESTONES

<u>Project</u>	<u>Product</u>	<u>Milestones</u>
Public Participation Plan / Limited English Proficiency Plan	Annual Review	Summer, 2024
Congestion Management Process	Annual Review	Spring, 2025
PennDOT Financial Guidance Work Group	Continued participation, revised guidance for 2027-2030 TIP	Spring, 2025
TMA Certification Review	Quadrennial Report issued by FHWA/FTA	Coordination begins Summer 2024; final report issued Winter 2025
Transportation Improvement Program (TIP)	2-year updated TIP	Begin work Spring 2025, Adopt Spring 2026
Long Range Transportation Plan (LRTP) update	Continue progress on Plan update	Carryover from 2023-24 UPWP; Adopted Spring 2026
Census 2020 / American Community Survey Data Gathering/Analysis	Products/Data to be used in other planning documents	Continuous as data are released
Travel Demand Model Validation	Validated travel model for use in Air Quality conformity	Begin vendor selection Fall 2024, completed Summer/Fall 2025
Human Service Transportation Coordination Plan	Annual Review	Summer 2024
PennDOT Connects	Vetting all new projects for TIP/LRTP	Coordinated with FFY 27-30 TIP/LRTP creation
Susquehanna Regional Transportation Partnership (SRTP)	Continued participation with Board, Commuter Services programs	Ongoing, bi-monthly Board meetings and Executive Committee participation
PennDOT Interagency Consultation Work Group	Continued participation	Ongoing, quarterly meetings
Unified Planning Work Program (UPWP)	Updated Document (FY 25-26 & FY 26-27)	Begin Coordination Summer 2024, Adoption Winter 2025
Highway Asset Management System Reports	Reports necessary for Performance Measures	Consistent with CMP and federal Performance Measures
Bridge Asset Management System Reports	Reports necessary for Performance Measures	Consistent with CMP and federal Performance Measures
Traffic Safety Report	Reports necessary for Performance Measures	Consistent with CMP and federal Performance Measures
SCTA Asset Management Plan & Goal Setting/Adoption (Annual)	Reports necessary for Performance Measures	Fall, annually
SCTA Transit Safety Management Plan & Goal Setting/Adoption (Annual)	Reports necessary for Performance Measures	Fall, annually

TITLE VI COMPLIANCE

READING METROPOLITAN PLANNING ORGANIZATION TITLE VI NOTICE TO THE PUBLIC

The Reading Metropolitan Planning Organization (Reading MPO) hereby gives notice that it is the policy of the Reading MPO to assure full compliance with Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, E.O. 12898, and related statutes and regulations in all programs and activities. Title VI requires that no person in the United States shall, on the grounds of race, color, or national origin be excluded from the participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity administered by the Reading MPO.

Any person who believes they have been aggrieved by a discriminatory practice under Title VI has a right to file a formal complaint with the Reading MPO. Any such complaint must be in writing and filed with the Reading MPO's Title VI Coordinator within one hundred eighty (180) days following the date of the alleged discriminatory occurrence. A Title VI Discrimination Complaint Form can be obtained from the Reading MPO by:

Overall responsibility for this policy is assigned to:

TITLE VI / ADA COORDINATOR
READING AREA TRANSPORTATION STUDY
C/O BERKS COUNTY PLANNING COMMISSION
633 COURT STREET 14TH FLOOR
READING PA 19601
PHONE: 610-478-6300
EMAIL: planning@countyofberks.com

If you believe you have been denied participation opportunities, or otherwise subjected to discrimination or retaliation prohibited by Title VI of the Civil Rights Act of 1964 as amended, (including Disadvantage Business Enterprise and Equal Employment Opportunity components), you may file a complaint using the procedures provided in our complaint process document or by contacting the individual listed above.

NONDISCRIMINATION COMPLIANCE

READING METROPOLITAN PLANNING ORGANIZATION NONDISCRIMINATION POLICY

It is the policy of the Reading Area Transportation Study (RATS), the federally designated Metropolitan Planning Organization (MPO) for transportation planning in Berks County, in accordance with federal nondiscrimination statutes, to ensure that "no person shall, on the basis of race, color, national origin, income, gender, gender identity, age, religious preference, creed, or disability be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity" for which the MPO receives Federal financial assistance. Furthermore, it shall be the policy of the MPO to ensure that as a recipient of Federal-aid funding, it will ensure nondiscrimination in all its programs and activities whether federally funded or not. The MPO is steadfast in its commitment to ensure the uniform adoption of this policy.

Overall responsibility for this policy is assigned to:

TITLE VI / ADA COORDINATOR
READING AREA TRANSPORTATION STUDY
C/O BERKS COUNTY PLANNING COMMISSION
633 COURT STREET 14TH FLOOR
READING PA 19601
PHONE: 610-478-6300
EMAIL: planning@countyofberks.com

If you believe you have been denied participation opportunities, or otherwise subjected to discrimination or retaliation prohibited by Title VI of the Civil Rights Act of 1964 as amended, (including Disadvantage Business Enterprise and Equal Employment Opportunity components), Section 504 of the Rehabilitation Act of 1973, the Civil Rights Restoration Act of 1987, the Americans with Disabilities Act of 1990, or other related laws and statutes that prohibit discrimination on the basis of race, color, disability, sex, sexual preference, age, low income, nationality or Limited English Proficiency, you may file a complaint using the procedures provided in our complaint process document or by contacting the individual listed above.

WORK PROGRAM FUNDING SOURCES

PL – Planning funds provided through the Federal Highway Administration

PL/SPR – Supplemental planning funds provided through the Federal Highway Administration

MLF – Motor License Funds provided by the Pennsylvania Department of Transportation

FTA / MPP – Planning funds provided by the Federal Transit Administration

Local – Local match funding provided by either the County of Berks or SCTA

DRAFT

FY 2024-2025 UNIFIED PLANNING WORK PROGRAM - BERKS COUNTY PLANNING COMMISSION

	Budget	HIGHWAY			TRANSIT		
		PL	MLF	Local	MPP	Local	
		0.800000	.109091	0.090909	0.800000	0.200000	
I. General Administration	\$160,000	\$121,600	\$16,582	\$13,818	\$6,400	\$1,600	
64.110 - ADMINISTRATION	\$100,000	\$76,000	\$10,364	\$8,636	\$4,000	\$1,000	95/5*
64.120 - COORDINATION	\$60,000	\$45,600	\$6,218	\$5,182	\$2,400	\$600	95/5*
II. Plans and Programs	\$332,075	\$264,140	\$36,019	\$30,016	\$1,520	\$380	
64.210 - LONG RANGE PLANNING	\$223,500	\$178,800	\$24,382	\$20,318	\$0	\$0	100/0*
64.220 - TRANSPORTATION IMPROVEMENT PROGRA	\$31,000	\$23,560	\$3,213	\$2,677	\$1,240	\$310	95/5*
64.230 - CONGESTION MANAGEMENT SYSTEM	\$10,075	\$8,060	\$1,099	\$916	\$0	\$0	100/0*
64.240 - IMPLEMENT CAAA / CONF. / SIP	\$7,000	\$5,320	\$725	\$605	\$280	\$70	95/5
64.250 - TRANS. ALTERNATIVES PROGRAM	\$5,000	\$4,000	\$545	\$455	\$0	\$0	100/0*
64.260 - PROJ. NEEDS ANAL. / PROJ. SUPPORT	\$52,000	\$41,600	\$5,673	\$4,727	\$0	\$0	100/0*
64.270 - U.S. 422 WEST SHORE BYPASS	\$3,500	\$2,800	\$382	\$318	\$0	\$0	100/0*
III. Data, Mapping and Technology	\$67,825	\$54,260	\$7,399	\$6,166	\$0	\$0	
64.310 - HPMS / TMS COUNTS	\$29,000	\$23,200	\$3,164	\$2,636	\$0	\$0	100/0*
64.320 - HPMS ROADWAY INVENTORY	\$7,000	\$5,600	\$764	\$636	\$0	\$0	100/0*
64.330 - TRANSPORTATION MODEL DEV. /MAINT.	\$15,500	\$12,400	\$1,691	\$1,409	\$0	\$0	100/0*
64.340 - EXPANDING TECHNOLOGY	\$4,500	\$3,600	\$491	\$409	\$0	\$0	100/0*
64.350 - HIGHWAY SYSTEM REVIEW AND MAPPING	\$4,000	\$3,200	\$436	\$364	\$0	\$0	100/0*
64.360 - SOCIO-ECONOMIC DATA	\$7,825	\$6,260	\$854	\$711	\$0	\$0	100/0*
IV. Transit Assistance	\$147,600	\$0	\$0	\$0	\$118,080	\$29,520	
64.410 - SCTA TRANSIT PLANNING	\$140,220	\$0	\$0	\$0	\$112,176	\$28,044	0/100*
64.420 - BCPC TRANSIT PLANNING	\$7,380	\$0	\$0	\$0	\$5,904	\$1,476	
BCPC SUB-TOTAL	\$707,500	\$440,000	\$60,000	\$50,000	\$126,000	\$31,500	
V. Specially Funded Projects	\$27,000	\$27,000	\$0	\$0	\$0	\$0	
64.510 - LOCAL TECH. ASSIST. PROG. (LTAP)	\$15,000	\$15,000	\$0	\$0	\$0	\$0	100/0 PL/SPR
64.520 - INCR. SAFE & ACCESS TRANS. OPTIONS	\$12,000	\$12,000	\$0	\$0	\$0	\$0	100/0 PL/SPR
BCPC GRAND TOTAL	\$734,500	\$467,000	\$60,000	\$50,000	\$126,000	\$31,500	

* HIGHWAY/TRANSIT FUNDING SPLIT

WORK AREA I – GENERAL ADMINISTRATION AND COORDINATION

Work Area I Costs and Funding Sources - FY2024-2025

	Budget	HIGHWAY			TRANSIT		SPLIT
		PL	MLF	Local	MPP	Local	
	\$160,000	(0.80000) \$121,600	(0.109091) \$16,582	(0.090909) \$13,818	(0.80000) \$6,400	(0.200000) \$1,600	
64.110-ADMINISTRATION	\$100,000	\$76,000	\$10,364	\$8,636	\$4,000	\$1,000	95/5
64.120-COORDINATION	\$60,000	\$45,600	\$6,218	\$5,182	\$2,400	\$600	95/5

Work Area I Timeline

<u>Project</u>	<u>SU 24</u>	<u>FA 24</u>	<u>WI 25</u>	<u>SP 25</u>
Public Participation Plan / Limited English Proficiency Plan Review				
PennDOT Financial Guidance Work Group				
PennDOT Interagency Consultation Work Group				
Unified Planning Work Program (UPWP)				
Annual Listing of Federally Obligated Projects				
MPO Administration (incl. meeting prep/attendance)				
Website and Social Media Outreach				
Title VI Program Maintenance/Updates				
PennDOT Annual Planning Partner Meetings (Spring/Fall)				
Quadrennial TMA Certification Review				

Carryover Projects from FY23-24 UPWP

- PennDOT Interagency Consultation Work Group
- MPO Administration
- Website and Social Media Outreach

Work Area I Deliverable Products

- FFY 2025 – 2027 Unified Planning Work Program (UPWP)
- Public Participation Plan and Limited English Proficiency Plan updates (as necessary)
- TMA Certification Review and Report
- Annual Listing of Federally Obligated Projects
- Annual Report of Activities
- Title VI Program Plan Updates (as necessary)
- Maintained website.

Work Area I Responsible Agencies

- Berks County Planning Commission staff (primary)
- PennDOT (secondary)
- Federal Highway Administration / Federal Transit Administration (secondary)

64.110 - MPO and General Administration

- Prepare and distribute RATS agendas, materials, and minutes within five (5) days prior to meetings. Prepare and distribute draft minutes of all RATS meetings within thirty (30) working days of those meetings. Post all on RATS website.
- Maintain and expand the Transportation / MPO section of the BCPC web site. Provide space on the MPO web site for PennDOT to share statewide documents (STIP, LRTP, etc.) and other outreach efforts for public review and comment. Enhance Social Media use for MPO purposes. Use PennDOT's SharePoint website for document sharing.
- Review, evaluate and update as necessary the Public Participation Plan, Limited English Proficiency Plan, and current public participation opportunities and challenges.
- Ensure that relevant tasks throughout this UPWP undertaken by MPO staff are consistent with the federal Justice 40 initiative.
- Update / maintain contact lists for Public Participation.
- Communicate with Native American Tribes and Nations at key points as listed in the Public Participation Plan and in PennDOT Guidance.
- Maintain and implement an FTA-compliant Title VI Program Plan along with other applicable non-discrimination policies and procedures.
- Ensure requirements for monitoring contractors and sub-recipients and allowable costs are addressed through continuous action. Ensure that the requirements for Disadvantaged Business Enterprises (DBEs) are incorporated as a part of its contracting practices. Document DBE goals and provide a listing of all contracts, documenting DBE goals and DBE participation for each work task. Participate in equal opportunity, non-discrimination and DBE training offered by PennDOT, FHWA and FTA.
- Review the MPO Bylaws as required.
- Maintain the current UPWP over the period of the agreement. Submit progress reports and invoices to PennDOT within thirty (30) days of end of each quarterly billing period. Begin preparation for the 2025-2027 UPWP, including required coordination with all stakeholders.
- Undertake tasks related to succession planning and staff reorganization due to internal staff retirements.
- Undertake tasks related to office organization and file management due to impending office relocation.

64.120 - Coordination

- Provide information to the public and undertake necessary community participation activities, including environmental justice outreach efforts. Publish an Annual Report of RATS activities in conjunction with the Berks County Planning Commission Annual Report. Coordinate with other area agencies on general transportation needs and questions. Use social media platforms to share MPO, PennDOT and FHWA information.
- Attend and participate in monthly RATS Technical and Coordinating Committee Meetings. Participate in bi-monthly PennDOT Planning Partner conference calls and other Planning Partner gatherings as requested. Continue to participate on State-wide work groups. Coordinate with PennDOT Central Office staff and other Planning Partners to prepare the agenda for the annual Fall Planning Partners Meetings
- Work with PennDOT, FHWA, FTA, SCTA and surrounding MPO's to review and update their Cooperative Planning Agreements to accurately document their collaborative planning process and determine their respective and mutual roles, responsibilities and procedures governing their cooperative efforts in carrying out the Federal- and State-required transportation planning processes.
- Coordinate with Federal Highway Administration, Federal Transit Administration, Environmental Protection Agency, PA Department of Environmental Protection, and PennDOT staff in preparing for and undergoing the quadrennial Transportation Management Area Federal Certification Review.
- Coordinate with Reading Regional Airport staff and authority members as needed.

THIS PAGE INTENTIONALLY LEFT BLANK

DRAFT

WORK AREA II – PLANS AND PROGRAMS

Work Area II Costs and Funding Sources - FY2024-2025

	Budget	HIGHWAY			TRANSIT		SPLIT
		PL	MLF	Local	MPP	Local	
		(0.80000)	(0.109091)	(0.090909)	(0.80000)	(0.20000)	
	\$332,075	\$264,140	\$36,019	\$30,016	\$1,520	\$380	
64.210-LONG RANGE PLANNING	\$223,500	\$178,800	\$24,382	\$20,318	\$0	\$0	100/0
64.220-TRANSPORTATION IMPROVEMENT PROGRAM	\$31,000	\$23,560	\$3,213	\$2,677	\$1,240	\$310	95/5
64.230-CONGESTION MANAGEMENT SYSTEM	\$10,075	\$8,060	\$1,099	\$916	\$0	\$0	100/0
64.240-IMPLEMENT CAAA / CONF. / SIP	\$7,000	\$5,320	\$725	\$605	\$280	\$70	95/5
64.250-TRANS. ALTERNATIVES PROGRAM	\$5,000	\$4,000	\$545	\$455	\$0	\$0	100/0
64.260-PROJ. NEEDS ANALYSIS AND PROJ. SUPPORT	\$52,000	\$41,600	\$5,673	\$4,727	\$0	\$0	100/0
64.270-U.S. 422 WEST SHORE BYPASS	\$3,500	\$2,800	\$382	\$318	\$0	\$0	100/0

Work Area II Timeline

<u>Project</u>	<u>SU 24</u>	<u>FA 24</u>	<u>WI 25</u>	<u>SP 25</u>
Congestion Management Process / Review				
Transportation Improvement Program (TIP)				
Long Range Transportation Plan (LRTP) update				
PennDOT Connects / Municipal Coordination & Outreach				
Susquehanna Regional Transportation Partnership (SRTP)				
Annual Highway & Bridge Asset Management System Reports				
Annual Highway Safety Reports				
Regional Freight Plan Implementation				
U.S. 422 West Shore Bypass				
Berks County Comprehensive Plan support				

Carryover Projects from FY22-24 UPWP

- FFY 2025-2028 Transportation Improvement Program adoption
- FY 2026-2050 Long Range Transportation Plan continued activities
- Regional Freight Study implementation
- U.S. 422 West Shore Bypass continued project support
- Susquehanna Regional Transportation Partnership continued participation

Work Area II Deliverable Products

- Congestion Management Process Review
- FFY 2026-2050 Long Range Transportation Plan progress
- System Safety Report
- Highway and Bridge Asset Management Report

Work Area II Responsible Agencies

- Berks County Planning Commission staff (primary)
- PennDOT (secondary)
- South Central Transit Authority (SCTA) (secondary)

64.210 - Long Range and Regional Planning

- Maintain / update the MPO's Long Range Transportation Plan in accordance with the current federal transportation legislation at least every four years. Ensure consistency with the Commonwealth's Long Range Transportation Plan, the Twelve Year Program, Comprehensive Freight Management Plan, the Berks County Comprehensive Plan, and local planning efforts. Coordinate with PennDOT, FHWA and FTA on the development and inclusion of appropriate transportation performance measures and targets. Include transportation and environmental inventories of local transportation assets. Identify cost estimates for all phases of projects identified in the first six years of the regional LRTP and for major capital improvements beyond the sixth year in coordination with PennDOT. Identify infrastructure preservation projects for the first six years of the regional LRTP. Line items may be used for years seven and beyond.
- Prior to adoption of any revision or plan element, consult with environmental resource agencies and initiate public outreach efforts that address environmental justice and ensure that the entire public can become involved in the planning and programming process. Expand and improve Environmental Justice (EJ) activities to ensure that all stakeholders can become involved in the region's planning and programming process. Explore the use of social media. Collaborate with the State Transportation Commission (STC) in the Modernized Twelve Year Program (TYP) Public Outreach Campaign. Participate in the TYP Public Outreach Focus Group and use TYP public input as input to the TIP and LRTP development.
- Support the improvement of National Highway System (NHS) intermodal freight connections and National Highway Freight Network linkages. Enhance the visibility and effectiveness of freight planning in the region through the Long Range Transportation

Plan, freight plans, freight advisory committees, and development of regional freight inventories. Develop and maintain an inventory of freight facilities within Berks County and the immediate region and document obstacles for freight movement. BCPC will serve as a conduit for intermodal training activities with the support of PennDOT. Address any other intermodal issues (transit/aviation/rail) requiring action by MPO. Participate in Regional Passenger Rail forums and working groups.

- Ongoing participation with Lehigh Valley Freight Work Group and the Pennsylvania State Freight Work Group, including coordination with northeast PA MPO's and PennDOT District 4-0 and 5-0 in the completion of a regional Freight Study
 - Ongoing development of regional freight information for use in future Travel Demand Model validation
 - Other ongoing efforts as required.
- Establish and document a process to coordinate changes to the TIP and LRTP to ensure fiscal constraint, to strengthen the linkage between planning and programming, and to expedite the project delivery process.
 - Work with PennDOT and local governments to implement access control measures in highway corridors as an alternative to future capacity improvements such as preserving right-of-way and implementing transportation impact fees. Document land use planning activities within the planning process and ensure coordination with respective Comprehensive Planning, LRTP, and freight plans. BCPC will initiate any changes in the process that may be identified as a part of the documentation. Develop intergovernmental planning processes for multi-municipal, corridor- focused land use / transportation assessments of targeted geographic areas. Areas targeted should be reflective of place-based circumstances, including, but not limited to, population growth or decline, shifts in human and economic resources, and other regional trends identified in the MPO's LRTP, and should precede the identification of specific TIP projects. Planning activities should be initiated in collaboration with County, local and PennDOT District stakeholders and should be consistent with available program resources and PennDOT and MPO planning tools. Ensure activities are consistent with County and municipal comprehensive plans and lead to better consideration of land-use priorities and transportation network operations in the selection and prioritization of highway, bridge, transit, and multi-modal projects.
 - Coordinate with PennDOT and FHWA on the development and adoption of transportation performance measures and targets for both the LRTP and TIP, specifically those listed in 23 CFR 450.324(f)(3).
 - Document operational and management strategies to improve the performance of existing transportation facilities from regional operational plans (reducing bottlenecks, reducing congestion – including non-recurring congestion, improving mobility and safety), Vehicle Miles traveled (VMT) reduction, and energy savings. Document and assess capital investment and other strategies to preserve the existing transportation infrastructure. Document and assess Benefits Burdens Analysis, utilization of

visualization in planning techniques, project selection and project prioritization, Performance Based Planning and Programming (PBPP), and air quality conformity determinations. Commit to periodic review of public participation plans (PPP) to ensure any required modifications are included to engage the public.

- Jointly identify and integrate a prioritization concept that identifies critical multimodal transportation facilities and intermodal connectors that support the state's economy and connect the regions of the state to important employment centers, workforce catchment areas and national and international markets.
- Coordinate with PennDOT to prepare and update Highway and Bridge Asset Management System Report.
- Continue to implement the 2020 Bicycle and Pedestrian Transportation Plan. Continue coordinating with municipalities, SCTA/BARTA, and non-profit groups in their project creation processes. Assist where necessary with funding questions. Keep up to date with funding opportunities through state and federal sources. Continue to add new bicycle and pedestrian infrastructure to GIS layers.
- Work with PennDOT / FHWA / FTA to ensure that safety and security are considered in the development of plans, programs, and projects. Participate in data driven safety planning activities and road safety audits that lead to better consideration of safety in the selection and prioritization of highway and transit projects. The MPO is encouraged to consider road safety audit studies through the UPWP in collaboration / consultation with the PennDOT District. Participate in PennDOT's Safety Planning Work Group. Incorporate safety planning into the existing planning process by collaboratively partnering in the completion of an MPO Safety Review. This review will:
 - 1) engage the participation of the PennDOT District Safety Engineer into the MPO transportation planning process.
 - 2) conduct on-site safety reviews at high crash corridors / intersections to gain a better understanding of safety issues and concerns, and
 - 3) aid in the prioritization and selection of safety improvement projects in the Long Range Transportation Plan and TIP while providing a clear and defined linkage to the MPO's safety goals.
- Coordinate with PennDOT to prepare and update MPO System Safety Report (annually).
- Provide input to PennDOT in efforts to identify any training and planning activities targeted to county and local governments, conservation districts and community stakeholders; examples include Smart Growth, Complete Streets, implementation tools, PennDOT One Map, functional classification, HPMS and traffic counting, PennDOT Connects forms, access management, transit oriented development, healthy communities, compliance with the Americans with Disabilities Act, connectivity, interchange area development, transportation impact fees, and energy savings.

- Identify livability, sustainability and resiliency planning strategies to tie the quality and location of transportation facilities to broader opportunities such as access to employment opportunities, affordable housing, quality schools, safe streets, economic development, social equity, and environmental conservation. Utilize PennDOT's Extreme Weather Vulnerability Assessment (see links below) to incorporate flooding resiliency into LRTP / TIP projects; enhance County Hazard Mitigation Planning; and improve emergency preparedness.
- Coordinate with local governments and non-profit agencies to implement the Bicycle and Pedestrian Transportation Plan. Promote the use of Roadway Safety Audits for bicycle and pedestrian improvements. Coordinate local bicycle and pedestrian planning with the MPO Bicycle and Pedestrian Transportation Plan.
 - In conjunction with updates to Joint Local comprehensive plans
 - During staff reviews of Land Development plans
 - During Transportation Alternatives Project solicitation
 - During Multimodal Transportation Fund application reviews
- Provide updates to transportation-related elements in the Berks County Comprehensive Plan
 - To begin in 2025
- Update BCPC's GIS layers to reflect current needs and inventories. Layers include, but are not limited to:
 - Bicycle / Pedestrian accommodations
 - Historic Features
 - Land Use
 - Environmental Features
 - Highway and Bridge infrastructure
- Update and maintain the BCPC's Historic Features online database <https://www.countyofberks.com/departments/planning-commission/planning-topics/historic-resources>

64.220 - Transportation Improvement Program

- Adopt the FFY 2025-2028 TIP and submit all required supporting information per the TIP checklist. Modify / Amend the current TIP as required. Begin preparation the FFY 2027-2030 TIP, including all Public Participation, Environmental Justice, municipal coordination, and other associated outreach activities. Maintain and document the processes used to coordinate changes to the TIP to ensure fiscal constraint, strengthen the linkage between planning and programming, and expedite the project delivery process. Ensure that the MPO TIP and State TIP (STIP) provide detailed information in the project description / narrative fields of the Public Report version. Each project or project phase shall contain sufficient descriptive material to identify the type of work / improvement, termini, length, location, scope of work, funding source, and project sponsor. In addition, for projects programmed with federal "SFX" funds, the source of the

funding (i.e. SAFETEA-LU, PA ID#) shall be included.

- TIP Updates based on Commonwealth-determined cycle
- Assist PennDOT in developing strategies to advance to conclusion, modify, or implement plans or projects that are outside of the region's fiscal constraint based upon cash flow. Coordinate with PennDOT to produce standard program products, to more fully automate/computerize all processes and to conduct program/project monitoring in real time through the sharing of data among all parties by way of MPMS.
 - Monthly as determined by MPO, SCTA and/or PennDOT District staff
 - Ongoing as required
- Incorporate / maintain MPO webpage linkages to PennDOT's TIP Visualization applications. Compile and publish the Annual Listing of Federally Obligated Highway/Bridge Projects on the RATS website, along with the list of transit projects provided by SCTA.
 - Ongoing as required
 - Annual Listing published annually in Fall/Winter

64.230 - Congestion Management Process

- Review and update as necessary the Congestion Management Process and ensure that current information is available for project development and prioritization.
 - Spring 2025
- Partner with PennDOT to advance opportunities to manage travel demand through modes other than single-occupancy vehicle (SOV) use. Participate on the Susquehanna Regional Transportation Partnership (SRTP) Board and work with their consultants in the promotion of the Commuter Services program.
 - Bi-monthly SRTP meetings throughout the year
- Coordinate with PennDOT to implement the 2023 Eastern Region Operations Plan as a tool to define a uniform strategic transportation operations plan for the region and expand cooperative relationships with transportation operators and Planning Partners. Coordinate with PennDOT District staff to assess the needs and appropriateness of traffic operations and Intelligent Transportation Systems (ITS) elements through the LRTP and TIP. Work with PennDOT / FHWA / FTA to include the consideration of management and operations of transportation infrastructure and systems as a part of the planning process. Traffic operations / ITS projects and strategies deployed in a region should be consistent with PennDOT's TSMO and Traffic Operations Policy Guidelines.

64.240 - Air Quality and Transportation Conformity

- Coordinate with PennDOT and their air quality consultant team to integrate the Environmental Protection Agency's (EPA's) emissions model (MOVES) into the Travel Demand Forecasting Model and take advantage of related training opportunities. Collect data necessary to perform technical analysis of any candidate CMAQ projects, perform

that analysis, and submit results to PennDOT staff. Identify and evaluate project-specific data required to perform conformity analysis for non-exempt TIP amendments, perform that analysis, and submit results to PennDOT staff. Evaluate, along with SCTA/BARTA and Commuter Services of Pennsylvania, various Transportation Control Measure (TCM) strategies as contingencies to offset VMT growth. Evaluations will be performed and results will be shared with Transit system staff, Commuter Services staff, and PennDOT staff.

- Coordinate with PennDOT, their consultant staff, PA DEP, and US EPA in emerging air quality issues that affect the MPO.
- Participate in quarterly Pennsylvania Interagency Consultation Group (ICG) meetings, workshops, subcommittees, and other activities. Participate in workshops, conferences, and/or training sessions aimed at increasing air quality awareness.
- Coordinate public participation activities, including Environmental Justice efforts, necessary for conformity analysis adoption by the MPO for non- exempt TIP and / or Long Range Transportation Plan updates and amendments. Implement provisions of the Transportation Conformity SIP, including adoption of the interagency consultation/resolution of conflicts Memorandum of Agreement. Coordinate with PennDOT, DEP and other applicable agencies to monitor and evaluate greenhouse gas emissions in the region and assist in the implementation of Pennsylvania's Climate Change Action Plan where applicable

64.250 - Transportation Alternatives Set-Aside and Multimodal Fund Programs

- Along with PennDOT, participate in the development, selection and programming on the TIP of non-traditional projects identified under the Transportation Alternatives Set-Aside Program. Take an active role in monitoring project status and coordination with project sponsors to help ensure that the projects are advancing, completed on time and within budget. Review project funding applications for both the TA-SA and State Multimodal Funding Programs (PennDOT and DCED).
 - During project selection opportunities as determined by PennDOT
 - Ongoing monitoring / coordination of existing projects
 - As applications are received

64.260 - Project Needs Analysis / Project Support

- Use the Project Development PennDOT Connects / Local Government Collaboration meetings to initiate all new projects being considered for inclusion in the Long Range Transportation Plan updates and the TIP / Twelve Year Program (TYP). Continue to develop this process for transit projects. Provide documentation of attendance/coordination where appropriate. Work with PennDOT District staff to schedule and hold PennDOT Connects Municipal training.
 - Meetings held ongoing based on project needs
 - As determined by District staff

- Prepare and/or participate in the development / implementation of project needs studies for transportation projects as identified by the Metropolitan Planning Organization (MPO) and PennDOT. Attend meetings and prepare data / information for individual projects as required.
 - Ongoing based on project needs

- Work with PennDOT to evaluate projects in the TIP that are likely to cause region-wide work zone impacts and participate in the development of transportation management plans (TMPs) for such projects. Participate in review of Transportation Impact Studies (TISs) and Highway Occupancy Permits (HOPs) to ensure planned development is coordinated with sound land use / transportation linkages / economic development and that all transportation modes have been adequately considered. Identify projects that will have potential impacts on land use and identify candidate land use studies for possible funding in the planning work program. Assist PennDOT in promoting right-of-way preservation with local governments.
 - Ongoing based on project needs and implementation schedules
 - In conjunction with updates to Joint Local comprehensive plans
 - During staff reviews of Land Development plans

- Work with PennDOT and environmental resource agencies to gain acceptance for the completion of the needs studies as a part of the planning process. Monitor and participate in Agency Coordination Meeting (ACM) activities for regional projects. Assist PennDOT with any training activities targeted to county and local governments, conservation districts, and non-profit organizations regarding environmental data, stewardship, mitigation, and compliance. Attend meetings where Pennsylvania Byways or Scenic Byways are discussed and help promote Byways by providing requested information. Participate in the selection of Byways and support the corridors as candidates in the TIP development process.

- Coordinate with PennDOT District staff on the development of projects for consideration in the Long Range Transportation Plan, Twelve Year Program, and Transportation Improvement Program with the emphasis on preservation of infrastructure of all the major modes. Work with PennDOT to promote public/private partnerships (P3's) and incentive/innovative financing in support of economic development opportunities. Serve as liaison with regional/county economic development staff to become familiar with high profile projects, either ongoing or planned. Work with PennDOT to identify and implement innovative and sustainable financing mechanisms for major capital projects.

- Provide technical assistance to PennDOT and other transportation providers. Assistance may come from non-traditional technical resources such as county planning, academia, or other public or private planning expertise.

- Provide support to Schuylkill River Passenger Rail Authority in their efforts to restore passenger rail service to Berks County.

64.270 - US 422 West Shore Bypass

- Work with PennDOT, its consultants and municipalities to provide local coordination through the design and implementation of improvements to the US 422 West Shore Bypass, as well as serving on a Community Advisory Team. Explore alternative funding solutions and project phasing.

DRAFT

THIS PAGE INTENTIONALLY LEFT BLANK

DRAFT

WORK AREA III – DATA, MAPPING AND TECHNOLOGY

Work Area III Costs and Funding Sources - FY2024-2025

	Budget	HIGHWAY			TRANSIT		SPLIT
		PL	MLF	Local	MPP	Local	
		(0.80000)	(0.109091)	(0.090909)	(0.80000)	(0.20000)	
	\$67,825	\$54,260	\$7,399	\$6,166	\$0	\$0	
64.310-HPMS / TMS COUNTS	\$29,000	\$23,200	\$3,164	\$2,636	\$0	\$0	100/0
64.320-HPMS ROADWAY INVENTORY	\$7,000	\$5,600	\$764	\$636	\$0	\$0	100/0
64.330-TRANSPORTATION MODEL DEV. /MAINT.	\$15,50	\$12,400	\$1,691	\$1,409	\$0	\$0	100/0
64.340-EXPANDING TECHNOLOGY	\$4,500	\$3,600	\$491	\$409	\$0	\$0	100/0
64.350-HIGHWAY SYSTEM REVIEW AND MAPPING	\$4,000	\$3,200	\$436	\$364	\$0	\$0	100/0
64.360-SOCIO-ECONOMIC DATA	\$7,825	\$6,260	\$854	\$711	\$0	\$0	100/0

Work Area III Timeline

Project	<u>SU 24</u>	<u>FA 24</u>	<u>WI 25</u>	<u>SP 25</u>
Census 2020 / ACS Data Gathering/Analysis				
Travel Demand Model Validation				
HPMS / TMS Counts				
HPMS Roadway Inventory				
Urban Area Smoothing / Functional Classification Update				

Carryover Projects from FY22-24 UPWP

- Census 2020 / ACS Data Gathering and Analysis

Work Area III Deliverable Products

- Census 2020 / ACS Reports for use in TIP, LRTP, EJ and other report preparation
- Validated Travel Demand Model
- Completed HPMS/RMS Traffic Counts
- Verified HPMS Roadway Segments
- Updated Federal Functional Classification System and Intermodal Connectors

Work Area III Responsible Agencies

- Berks County Planning Commission staff (primary)

(64.310) - Highway Performance Monitoring System / Traffic Monitoring System

- Collect and submit approximately 75 traffic counts, of which approximately 30% will be classification counts, in support of HPMS and the Commonwealth's Traffic Monitoring System for Highways, per established guidelines. Submit supplemental traffic counts collected to support other planning activities. Recruit, hire and train summer Work-Study employees to support these efforts. Purchase traffic counters, safety and other supplies as needed. Attend the annual Traffic workshop sponsored by PennDOT

(64.320) - HPMS Roadway Inventory

- Verify and update roadway inventory and performance measures on approximately 167 Highway Performance Monitoring System (HPMS) sample sections, including any additional segments that may be required based on Urban Boundary revisions, in accordance with HPMS manual specifications. Attend the annual HPMS workshop sponsored by PennDOT.

(64.330) - Transportation Model Development/Maintenance

- Update and maintain the regional transportation model and provide network and zonal data necessary for transportation demand and air quality monitoring. Analyze travel pattern data, including information from the U.S. Census and other sources.
- Undertake Model Validation efforts including consultant selection and coordination, data gathering, and other relevant tasks.

(64.340) - Expanding Technology

- BCPC will review and assess current capabilities to determine the need for new or expanded technological applications such as Geographic Information Systems (GIS), computer access to transportation data bases, hardware capabilities, and transportation modeling. Participate in training and issues forums relating to Electric Vehicles (EV), Connected and Autonomous Vehicles (CAV) and their potential impacts on planning and programming activities.

(64.350) - Highway System Review and Mapping

- Assist FHWA and PennDOT in updating the statewide inventory of intermodal facilities and the National Highway System of intermodal connectors. Review the existing routes on the NHS inventory for accuracy and validation. On release of FHWA-approved Census Urbanized Area smoothing data based on the 2020 Census, review and update the Federal Functional Classification of the roadway network.

64.360 - Socioeconomic Data Collection

- Gather, analyze, and incorporate 2020 Census and subsequent American Community Survey (ACS) data for use in LRTP, TIP, Benefits/Burdens and Environmental Justice Analyses, Public Participation Plan, Limited English Proficiency Plan, and Travel Demand Model applications. Coordinate with U.S. Bureau of Census in updating transportation-relevant data bases. Prepare necessary reports which impact the provision of transportation plans, projects or services based on data made available by the U.S. Bureau of Census, PA State Data Center, and other data-generating entities.
- Monitor and evaluate procedures used for collecting statistical data (race, sex, national origin / limited English proficiency, age, disability, income, etc.) of participants in and beneficiaries of transportation programs by tracking participation in public meetings and reviewing new regional census data. Maintain and prepare an Environmental Justice Analysis of the TIP and LRTP based on collected data.

DRAFT

THIS PAGE INTENTIONALLY LEFT BLANK

DRAFT

WORK AREA IV - TRANSIT PLANNING

Work Area IV Costs and Funding Sources - FY2024-2025

	Budget	HIGHWAY			TRANSIT		SPLIT
		PL	MLF	Local	MPP	Local	
		(0.80000)	(0.109091)	(0.090909)	(0.80000)	(0.20000)	
	\$147,600	\$0	\$0	\$0	\$118,080	\$29,520	
64.410-SCTA TRANSIT PLANNING	\$140,220	\$0	\$0	\$0	\$112,176	\$28,044	0/100
64.420-BCPC TRANSIT PLANNING	\$7,380	\$0	\$0	\$0	\$5,904	\$1,476	0/100

Work Area IV Timeline

<u>Project</u>	<u>SU 24</u>	<u>FA 24</u>	<u>WI 25</u>	<u>SP 25</u>
SCTA Asset Management Goal Setting/Adoption (Annual)				
SCTA Transit Safety Management Plan (Annual)				
Attend SCTA Monthly Board Meetings				
Coordinated Public Transit Human Services Transportation Plan Review				
SCTA Transit Development Plan / Implementation				

Carryover Projects from FY22-24 UPWP

- SCTA Transit Development Plan implementation

Work Area IV Deliverable Products

- Annual Asset Management Goals and Performance Measures
- Annual Safety Management Goals and Performance Measures
- Review Coordinated Public Transit Human Services Transportation Plan
- SCTA Transit Development Plan implementation

Work Area IV Responsible Agencies

- South Central Transit Authority (SCTA) staff (primary)
- Berks County Planning Commission staff (secondary)

(64.410) – SCTA Transit Planning

- Maintain and implement BARTA’s 2023 Transit Development Plan.
- Develop, maintain, and implement Performance Based Planning and Programming in accordance with guidelines issued by the FTA.

- Maintain and implement the Transit Asset Management (TAM) Plan and take part in appropriate setting of Performance Targets and adoption.
- Maintain and implement the Transit Safety Management Plan and take part in appropriate setting of Performance Targets and adoption.
- Review the 2023 Coordinated Public Transit – Human Services Transportation Plan
- Provide the MPO with an annual Listing of Obligated Transit Projects to be posted on the RATS MPO website.
- Continue to monitor and plan changes to the fixed route and paratransit systems.
- Work with surrounding transit agencies in the development / maintenance of transit development plans for any extensions of their service areas into Berks County, extensions of SCTA’s service areas beyond Berks County, and consideration of any other coordination / consolidation efforts.
- Provide technical support to and share available resources (e.g. “Building Better Bus Stops Resource Guide”) with local municipal officials regarding corridor planning, transit services and facilities (e.g. bus stops), access management and Accessibility.
- Participate on the Susquehanna Regional Transportation Partnership Board of Directors.
- Maintain FTA-compliant Title VI Program Plan and update as necessary.

(64.410) – BCPC Transit Planning

- Assist SCTA with implementation of the BARTA 2023 Transit Development Plan.
- Develop, maintain, and implement Performance Based Planning and Programming in accordance with guidelines issued by the FTA.
- Coordinate with SCTA for MPO adoption of the Transit Asset Management (TAM) Plan and take part in appropriate setting of Performance Targets and adoption.
- Coordinate with SCTA for MPO adoption of the Transit Safety Management Plan and take part in appropriate setting of Performance Targets and adoption.
- Maintain FTA-compliant Title VI Program Plan and update as necessary.
- Attend SCTA/BARTA monthly Board meetings and coordinate with staff as needed.
- Review and, if necessary, update/amend the 2023 Coordinated Public Transit – Human Services Transportation Plan

WORK AREA V – SPECIAL FUNDED PROJECTS

Work Area V Costs and Funding Sources - FY2024-2025

	Budget	HIGHWAY			TRANSIT		SPLIT
		PL	MLF	Local	MPP	Local	
		(0.80000)	(0.109091)	(0.090909)	(0.80000)	(0.20000)	
	\$27,000	\$27,000	\$0	\$0	\$0	\$0	
64.510 - LOCAL TECH. ASSIST. PROG. (LTAP)	\$15,000	\$15,000	\$0	\$0	\$0	\$0	100/0 PL/SPR
64.520 - INCREASING SAFE AND ACCESSIBLE TRANSPORTATION OPTIONS (ISATO)	\$12,000	\$12,000	\$0	\$0	\$0	\$0	100/0 PL/SPR

Work Area V Timeline

<u>Project</u>	<u>SU 24</u>	<u>FA 24</u>	<u>WI 25</u>	<u>SP 25</u>
Market LTAP Courses				
Annual LTAP MPO Meeting				
Quarterly LTAP Report				
Annual LTAP Summary Report				
Increasing Safe & Accessible Transportation Options Implementation				

Carryover Projects from FY22-24 UPWP

- Increasing Safe & Accessible Transportation Options (ISATO) implementation

Work Area V Deliverable Products

- LTAP Marketing Materials to Municipal Governments
- Quarterly LTAP Course Reports
- Annual LTAP Summary Course Report

Work Area V Responsible Agencies

- Berks County Planning Commission staff (Primary)

(64.510) - Local Technical Assistance Program (LTAP)

- Work with PennDOT and municipalities to develop a priority training list of topics, and schedule appropriately. Advertise training to municipalities and PennDOT’s Municipal Services representatives using available means, coordinate registrations, and provide to PennDOT. Market the value of PennDOT’s LTAP courses. Provide a mechanism for municipalities to contact the MPO with issues that LTAP can assist with
- Participate in an annual LTAP MPO meeting and other PennDOT meetings as required. Attend LTAP sessions and participate in at least one technical assistance on-site visit in the MPO region. Coordinate training sites and other amenities as necessary. Submit

quarterly reports to PennDOT detailing all LTAP project activities and expenditures Prepare an annual report that summarizes the evaluations, details the process used to market LTAP in the region, and summarizes the outcomes for future LTAP activities in the region.

64.520 – Increasing Safe and Accessible Transportation Options

- Through the BCPC's Joint Municipal Comprehensive Planning Program, encourage municipalities to incorporate Complete Streets policies and standards into their Joint Comprehensive Plans. BCPC / RATS staff works directly with municipalities as the planning consultant for these projects as they develop and/or update a Joint Local Comprehensive Plans. As the consultant and working within PA Act 247 as amended (The PA Municipalities Planning Code), our staff guides the entire process. Through this process that includes monthly meetings and extensive public outreach, we engage directly with the municipalities and the public. This intensive, interactive, personalized 'attention' allows us to promote ideas and concepts that may not typically be introduced or encouraged. Under PA Act 247 staff cannot dictate what Plans contain; however, through direct staff interaction in this Program we can promote the inclusion of Complete Streets policies/standards or, at a minimum, promote specific types of nonmotorized projects at specific locations. This would include bicycle and pedestrian connections to existing and proposed transit routes. These recommendations would come out of the planning process through BCPC/RATS staff input and would be coordinated with MPO planning products (CMP, Bike/Ped Plan, LRTP, TIP). There are currently two (2) Joint Comprehensive Plans that will be in-process encompassing nine (9) municipalities. Additionally, the potential exists for two (2) additional Plans to begin that would encompass an additional seven (7) municipalities.
- Through the BCPC's Joint Municipal Comprehensive Planning Program discussed above, ensure the inclusion of Active Transportation facilities and networks within their boundaries along with a prioritization plan. Encourage land use planning at the local level that provides for nonmotorized, accessible connections between neighborhoods, transit routes, recreation, commercial, employment, and educational opportunities.
- Work with City of Reading officials to implement the recommendations of the Transit Oriented Development study being developed in conjunction with the proposed restoration of passenger rail service. Expected to be completed in April 2024, this initial Study will outline for City officials possible locations of development and redevelopment opportunities connected to the potential reestablishment of passenger rail service into the downtown area. Staff would work with City officials and City staff with detailed planning efforts that would result from this initial study.
- Work with SCTA/BARTA officials to examine nonmotorized connections to transit routes that may be changed through the implementation of the recommendations contained in the 2023 Transit Development Plan (TDP). Once adopted, implementation of the TDP will involve relocating some existing fixed-route transit lines and stops. Staff will work with SCTA/BARTA officials to highlight potential pedestrian and bicycle access issues that may arise and work to find safe and accessible solutions.

**READING AREA TRANSPORTATION STUDY,
FY 2022 – 2023 and FY 2023 – 2024
UNIFIED PLANNING WORK PROGRAM**

Documentation of Coordination Efforts (as of 12/12/2023)

October 5-6, 2023: Attend annual PennDOT – MPO/RPO Planning Partner Meeting. Receive assurance from PennDOT officials that UPWP Guidance will be forthcoming.

October 10, 2023: Receive UPWP Guidance from PennDOT. MPO staff assigned to begin work. Staff reviewed guidance document for current and new requirements. Staff reviewed MPO meeting schedules pertaining to UPWP adoption and determined latest time to submit draft UPWP to FHWA/FTA for their required 45-day review period.

October 18, 2023: ‘Doodle Poll’ forwarded to stakeholders to schedule a UPWP Coordination meeting. Stakeholders invited included MPO members, PennDOT Central Office, PennDOT District 5-0, Federal Highway Administration (FHWA), Federal Transit Administration (FTA), South Central Transit Administration (SCTA), MPO staff, and Reading Regional Airport. Consensus received to hold meeting on Friday October 20th.

October 20, 2023: UPWP Coordination Meeting held virtually. Those attending included David Alas and Nyomi Evans (PennDOT Central Office); Michael Donchez and Jennifer Ruth (PennDOT District 5-0); Vanessa Shamberg (FHWA); Lauri Ahlskog and Keith Boatman (SCTA); and Ashley Showers, Alan Piper, Michael Golembiewski, Matthew McGough, Amanda Timochenko, and Devon Hain (MPO staff). Meeting started at 10:05 a.m. Michael Golembiewski (MPO staff) chaired the meeting. He gave a brief overview of the UPWP and its purpose. All in attendance were familiar with the UPWP. He screen-shared the “Projects and Timelines” chart (Page 7 of the 2022-2024 UPWP). This chart was amended with colors to show progress on projects in the current program and added four columns representing the upcoming FY24-25 UPWP. Most of the meeting was spent discussing progress on current projects and what will be proposed for inclusion in the upcoming UPWP. The discussion was broken into sections pertaining to each Work Area (five total), with a final brief discussion regarding items to be added to the Program including the upcoming Federal Certification Review, staff reorganization, office organization and moving, and adding IJJA/BIL implementation. At the end of each Work Area, a call for questions/comments was made. Responses included:

- Work Area #1: No Comments
- Work Area #2:
 - Vanessa Shamberg reminded us that text had to be included referencing the necessary 2.5% minimum expenditures toward the Increasing Safe and Accessible Transportation Options program. Staff agreed.
 - Amanda Timochenko reminded us that the FFY 2027-2030 Transportation Improvement Program (TIP) kickoff will occur in Spring, 2025 and should be shown on the chart and referenced in text. Staff agreed.
- Work Area #3: No Comments

- Work Area #4: No Comments
- Work Area #5: No Comments
- Additional items to be added:
 - Alan Piper mentioned that most of these items would be incorporated into existing tasks.
- Other Comments/Questions:
 - Michael Donchez mentioned that the federal Justice 40 Initiative should be specifically mentioned. Staff agreed.

Staff finished the meeting by discussing the upcoming schedule for review and adoption. The meeting ended at approximately 10:50 a.m. with no other comments.

October 27, 2023: Initial draft UPWP – minus financial charts – forwarded to MPO Senior Transportation Staff for initial review and comments.

November 14, 2023: Meet with MPO Senior Transportation Staff to confirm financial tables and revisions to existing draft. Made revisions and submitted to Senior Transportation Staff for approval.

December 6, 2023: Comments received from Ms. Vanessa Shamberg, FHWA. Comments were electronically inserted into the draft document. Those comments and staff actions included [(Section and page), *FHWA Comments*. **MPO Response**]:

1. (Reading Area Transportation Study, cover page), *Suggest a quick review for the consistent use of acronyms. Suggest defining once and then utilizing the acronym throughout for the remaining portion of the document, PennDOT vs PENNDOT, etc.* **MPO Response: Staff agrees and will update accordingly.**
2. (...performance of Air Quality Conformity analysis, page 1), *Consider deleting as this is not a TMA requirement, it is a requirement for all non-attainment and maintenance areas.* **MPO Response: Staff agrees and will remove reference.**
3. (Federal Transportation Planning Legislation and the Clean Air Act, pages 3-4), *IJA/BIL is the current federal authorizing legislation for surface transportation. Suggest updating text throughout this section for clarity and accuracy. Statewide and metropolitan transportation planning processes are governed by Federal law (23 USC 134 and 135). Federal planning regulations are codified in 23 CFR 450.* **MPO Response: Staff will rewrite the section to incorporate references to current and prior legislation.**
4. (64.110, MPO and General Administration, points 4-6, page 14), *Font size is smaller here. Suggest Tribes and Nations in place of "Tribal Nations".* **MPO Response: Staff agrees and will update accordingly.**
5. (64.520, Increasing Safe and Accessible Transportation Options, page 34), *Please provide a specific, eligible task(s), or identify the specific task(s) above that meet ISATO eligibility criteria.* **MPO Response: Staff has added specific tasks per Subsection 11206 of the Infrastructure Investment and Jobs Act that meet ISATO criteria.**
6. (64.520, Increasing Safe and Accessible Transportation Options, point 2, page 34), *Duplicated text.* **MPO Response: Duplicate paragraph has been removed.**

December 8-11, 2023: Additional comments received from FHWA regarding language contained under Task 64.520, Increasing Safe and Accessible Transportation Options, page 34. Multiple coordination emails between staff and FHWA ensued, and revised language inserted.

DRAFT