

Reading Area Transportation Study

(610) 478-6300

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

TO: Reading Area Transportation Study Technical Committee
Reading Area Transportation Study Coordinating Committee

FROM: Michael D. Golembiewski, Transportation Modeler

RE: Draft FY 2025-2026 and FY 2026-2027 Unified Planning Work Program
(UPWP)

DATE: November 6, 2024

Attached you will find the initial draft Unified Planning Work Program (UPWP) for FY 2025-2026 and FY 2026-2027. The UPWP outlines the work that staff will undertake on behalf of the MPO and serves as the basis for the contract between the County of Berks and PennDOT for that work. This edition returns to a two-year format but is now “off-cycle” from Transportation Improvement Program (TIP) development which, in prior years, happened at the same time. The current FY 2024-2025 UPWP was a single-year program undertaken with that specific goal in mind.

A Stakeholder meeting regarding proposed work items, timing and potential document revisions was held on August 1, 2024. 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. Staff is ready to forward this draft to Federal Highway Administration (FHWA), Federal Transit Administration (FTA), and PennDOT officials for a 30-day Review and Comment Period. Upon receipt and review of any comments, staff will present the revised draft to the MPO for adoption in January 2025.

At the November 14th Joint Committee meeting staff will be asking for MPO approval to forward the draft FY2025-2026 & FY 2026-2027 Unified Planning Work Program to FHWA, FTA, and PennDOT for their required 30-day review and comment period. If you have any questions, feel free to give me a call (Ext. 6304) or email mgolembiewski@countyofberks.com.

MDG/

Attach: Draft FY 2025-2026 and FY 2026-2027 Unified Planning Work Program
(UPWP)

DRAFT
READING AREA TRANSPORTATION STUDY

FY 2025 – 2027
(July 1, 2025 to June 30, 2026
and
July 1, 2026 to June 30, 2027)

UNIFIED PLANNING WORK PROGRAM

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@berkspa.gov, or visit our website at <https://www.berkspa.gov/departments/planning-commission/transportation-reading-mpo/reading-area-transportation-study-2023-meeting-schedule>.

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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 Years 2025-2027 (July 1, 2025, through June 30, 2027) 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 persons (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 (U.S. DOT) Federal Highway Administration (FHWA) and Federal Transit Administration (FTA).

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 2025-2027 UPWP include (but are not limited to):

- Providing planning and staff support to the MPO
- Ensure completion, adoption, and implementation of the Long Range Transportation Plan (LRTP) and Transportation Improvement Program (TIP)
- 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 (LRTP) is the MPO's plan for at least the next 20 years. The Reading MPO adopted an LRTP 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 the current LRTP 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 LRTP 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 LRTP 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 the latest edition of the MOTO Vehicle Emission Simulator (MOVES) air quality emissions model provided by the U.S. Environmental Protection Agency (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 LRTP and TIP. Members of the Technical and Coordinating Committees are expected to voice the concerns of the respective groups that 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 LRTP which will include the regional LRTP developed by the Coordinating Committee. They also develop a Statewide Transportation Improvement Program (STIP) 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 travel demand forecasting model and, since 1996, 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 LRTP and TIP. 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.

READING REGIONAL AIRPORT (RDG) AUTHORITY (RRAA)

The Reading Regional Airport Authority oversees operations at the Berks County's largest General Aviation facility. Originally serving as an Army Air Force training airfield and is colloquially named after the first Chief of Staff of the U.S. Air Force (Gen. Carl A. Spaatz). In addition to military activity, RDG also supports corporate and business activity, air charter, training, aerial inspection and pipeline patrol, and recreational flights. They provide a base of operation for a local medical diagnostic company and their 24 based aircraft which are used for transporting medical specimens. The airport also provides facilities for the State Police, County Sheriff, congressional offices and is also home to the impressive Mid-Atlantic Air Museum. RRAA is represented on both the Technical and 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 and USEPA must approve the Air Quality Conformity Analysis prepared in conjunction with both the region's TIP and the LRTP. The DEP is not directly represented on either the Technical Committee or the

Coordinating Committee as voting members but serves 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 25	FA 25	WI 26	SP 26	SU 26	FA 26	WI 27	SP 27	
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									
RATS Annual Report									
MPO Administration (incl. meeting prep/attendance)									
Website and Social Media Outreach									
Title VI Program Maintenance/Updates									
PennDOT Annual Planning Partner Meetings									
Congestion Management Process / Review									WORK AREA #2 PLANS - PRGMS
Transportation Improvement Program (TIP) Preparation / Adoption									
Long Range Transportation Plan (LRTP) Preparation / Adoption									
Berks County Comprehensive Plan									
Bicycle & Pedestrian / Active Transportation Plan									
TASA Project Solicitation and Review									
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									WORK AREA #3 DATA & TECH.
U.S. 422 West Shore Bypass									
Decennial Census & ACS Data Gathering/Analysis									
HPMS / TMS Counts									
HPMS Roadway Inventory									WORK AREA #4 TRANSIT
Functional Classification Update									
SCTA Asset Management Goal Setting/Adoption (Annual)									
SCTA Transit Safety Management Plan (Annual)									WORK AREA #5 SPEC. PRJCTS.
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 (ISATO)									
	JUL-SEP	OCT-DEC	JAN-MAR	APR-JUN	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

Project	Product	Milestones
Public Participation Plan / Limited English Proficiency Plan	Annual Review	Summer 2025 and Summer 2026
Congestion Management Process	Annual Review	Spring 2026 and Spring 2027
PennDOT Financial Guidance Work Group	Continued participation, revised guidance for 2027-2030 TIP	Summer 2025 and Winter/Spring 2027
RATS Annual Report	Annual Report of Activities	Summer 2025 and Summer 2026
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/American Community Survey Data Gathering/Analysis	Products/Data to be used in other planning documents	Continuous as data are released
Berks County Comprehensive Plan Revision	Transportation-related sections of the updated County Comprehensive Plan	Work to begin in Summer/Fall 2025 and continue through 2027
Bicycle/Pedestrian / Active Transportation Plan	Update to 2020 Bike/Ped Plan	Work to begin Spring 2026 through Spring 2027
Transportation Alternatives Set-Aside	Project Solicitation, Review and Selection	Summer/Fall 2025 and Spring 2027 or as PennDOT schedule dictates
Human Service Transportation Coordination Plan	Annual Review	Summer 2025 and Summer 2026
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 27-28 & FY 28-29)	Begin Coordination Summer 2026, Adoption Winter 2027
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
Increasing Safe and Accessible Transportation Options	Inclusion of recommendations in local Joint Municipal Comprehensive Plans	Two - four plans undertaken/completed per year

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@berkspa.gov

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@berkspa.gov

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

FY 2025-2026 UNIFIED PLANNING WORK PROGRAM - BERKS COUNTY PLANNING COMMISSION

	Budget	HIGHWAY			TRANSIT		
		PL	MLF	Local	MPP	Local	
		0.800000	.099777	.100223	0.800000	0.200000	
I. General Administration	\$160,000	\$121,600	\$15,166	\$15,234	\$6,400	\$1,600	
65.110 - ADMINISTRATION	\$100,000	\$76,000	\$9,479	\$9,521	\$4,000	\$1,000	95/5*
65.120 - COORDINATION	\$60,000	\$45,600	\$5,687	\$5,713	\$2,400	\$600	95/5*
II. Plans and Programs	\$345,425	\$274,740	\$34,266	\$34,419	\$1,600	\$400	
65.210 - LONG RANGE PLANNING	\$232,380	\$185,904	\$23,186	\$23,290	\$0	\$0	100/0*
65.220 - T.I.P. - HIGHWAY	\$32,300	\$25,840	\$3,223	\$3,237	\$0	\$0	100/0*
65.225 - T.I.P. - TRANSIT	\$1,700	\$0	\$0	\$0	\$1,360	\$340	0/100*
65.230 - CONGESTION MANAGEMENT SYSTEM	\$10,045	\$8,036	\$1,002	\$1,007	\$0	\$0	100/0*
65.240 - IMPLEMENT CAAA / CONF. / SIP	\$6,000	\$4,560	\$569	\$571	\$240	\$60	95/5
65.250 - TRANS. ALTERNATIVES PROGRAM	\$7,500	\$6,000	\$748	\$752	\$0	\$0	100/0*
65.260 - PROJ. NEEDS ANAL. / PROJ. SUPPORT	\$52,000	\$41,600	\$5,188	\$5,212	\$0	\$0	100/0*
65.270 - U.S. 422 WEST SHORE BYPASS	\$3,500	\$2,800	\$349	\$351	\$0	\$0	100/0*
III. Data, Mapping and Technology	\$65,825	\$52,660	\$6,568	\$6,597	\$0	\$0	
65.310 - HPMS / TMS COUNTS	\$29,000	\$23,200	\$2,894	\$2,906	\$0	\$0	100/0*
65.320 - HPMS ROADWAY INVENTORY	\$7,000	\$5,600	\$698	\$702	\$0	\$0	100/0*
65.330 - TRANSPORTATION MODEL DEV. /MAINT.	\$13,500	\$10,800	\$1,347	\$1,353	\$0	\$0	100/0*
65.340 - EXPANDING TECHNOLOGY	\$4,500	\$3,600	\$449	\$451	\$0	\$0	100/0*
65.350 - HIGHWAY SYSTEM REVIEW AND MAPPING	\$4,000	\$3,200	\$399	\$401	\$0	\$0	100/0*
65.360 - SOCIO-ECONOMIC DATA	\$7,825	\$6,260	\$781	\$784	\$0	\$0	100/0*
IV. Transit Assistance	\$145,000	\$0	\$0	\$0	\$116,000	\$29,000	
65.410 - SCTA TRANSIT PLANNING	\$139,620	\$0	\$0	\$0	\$111,696	\$27,924	0/100*
65.420 - BCPC TRANSIT PLANNING	\$5,380	\$0	\$0	\$0	\$4,304	\$1,076	0/100*
BCPC SUB-TOTAL	\$716,250	\$449,000	\$56,000	\$56,250	\$124,000	\$31,000	
V. Specially Funded Projects	\$27,000	\$27,000	\$0	\$0	\$0	\$0	
65.510 - LOCAL TECH. ASSIST. PROG. (LTAP)	\$15,000	\$15,000	\$0	\$0	\$0	\$0	100/0 PL/SPR
65.520 - INCR. SAFE & ACCESS TRANS. OPTIONS	\$12,000	\$12,000	\$0	\$0	\$0	\$0	100/0 PL/SPR
BCPC GRAND TOTAL	\$743,250	\$476,000	\$56,000	\$56,250	\$124,000	\$31,000	

* HIGHWAY/TRANSIT FUNDING SPLIT

FY 2026-2027 UNIFIED PLANNING WORK PROGRAM - BERKS COUNTY PLANNING COMMISSION

	Budget	HIGHWAY			TRANSIT		
		PL	MLF	Local	MPP	Local	
		0.800000	.099777	.100223	0.800000	0.200000	
I. General Administration	\$160,000	\$121,600	\$15,166	\$15,234	\$6,400	\$1,600	
66.110 - ADMINISTRATION	\$100,000	\$76,000	\$9,479	\$9,521	\$4,000	\$1,000	95/5*
66.120 - COORDINATION	\$60,000	\$45,600	\$5,687	\$5,713	\$2,400	\$600	95/5*
II. Plans and Programs	\$352,925	\$280,740	\$35,014	\$35,171	\$1,600	\$400	
66.210 - LONG RANGE PLANNING	\$242,380	\$193,904	\$24,184	\$24,292	\$0	\$0	100/0*
66.220 - T.I.P. - HIGHWAY	\$32,300	\$25,840	\$3,223	\$3,237	\$0	\$0	100/0*
66.225 - T.I.P. - TRANSIT	\$1,700	\$0	\$0	\$0	\$1,360	\$340	0/100*
66.230 - CONGESTION MANAGEMENT SYSTEM	\$10,045	\$8,036	\$1,002	\$1,007	\$0	\$0	100/0*
66.240 - IMPLEMENT CAAA / CONF. / SIP	\$6,000	\$4,560	\$569	\$571	\$240	\$60	95/5
66.250 - TRANS. ALTERNATIVES PROGRAM	\$5,000	\$4,000	\$499	\$501	\$0	\$0	100/0*
66.260 - PROJ. NEEDS ANAL. / PROJ. SUPPORT	\$52,000	\$41,600	\$5,188	\$5,212	\$0	\$0	100/0*
66.270 - U.S. 422 WEST SHORE BYPASS	\$3,500	\$2,800	\$349	\$351	\$0	\$0	100/0*
III. Data, Mapping and Technology	\$58,325	\$46,660	\$5,819	\$5,846	\$0	\$0	
66.310 - HPMS / TMS COUNTS	\$29,000	\$23,200	\$2,894	\$2,906	\$0	\$0	100/0*
66.320 - HPMS ROADWAY INVENTORY	\$7,000	\$5,600	\$698	\$702	\$0	\$0	100/0*
66.330 - TRANSPORTATION MODEL DEV. /MAINT.	\$6,000	\$4,800	\$599	\$601	\$0	\$0	100/0*
66.340 - EXPANDING TECHNOLOGY	\$4,500	\$3,600	\$449	\$451	\$0	\$0	100/0*
66.350 - HIGHWAY SYSTEM REVIEW AND MAPPING	\$4,000	\$3,200	\$399	\$401	\$0	\$0	100/0*
66.360 - SOCIO-ECONOMIC DATA	\$7,825	\$6,260	\$781	\$784	\$0	\$0	100/0*
IV. Transit Assistance	\$145,000	\$0	\$0	\$0	\$116,000	\$29,000	
66.410 - SCTA TRANSIT PLANNING	\$139,620	\$0	\$0	\$0	\$111,696	\$27,924	0/100*
66.420 - BCPC TRANSIT PLANNING	\$5,380	\$0	\$0	\$0	\$4,304	\$1,076	0/100*
BCPC SUB-TOTAL	\$716,250	\$449,000	\$56,000	\$56,250	\$124,000	\$31,000	
V. Specially Funded Projects	\$27,000	\$27,000	\$0	\$0	\$0	\$0	
66.510 - LOCAL TECH. ASSIST. PROG. (LTAP)	\$15,000	\$15,000	\$0	\$0	\$0	\$0	100/0 PL/SPR
66.520 - INCR. SAFE & ACCESS TRANS. OPTIONS	\$12,000	\$12,000	\$0	\$0	\$0	\$0	100/0 PL/SPR
BCPC GRAND TOTAL	\$743,250	\$476,000	\$56,000	\$56,250	\$124,000	\$31,000	

* HIGHWAY/TRANSIT FUNDING SPLIT

WORK AREA I – GENERAL ADMINISTRATION AND COORDINATION

Work Area I Costs and Funding Sources - FY2025-2026

	Budget	HIGHWAY			TRANSIT		SPLIT
		PL	MLF	Local	MPP	Local	
	\$160,000	\$121,600	\$15,166	\$15,234	\$6,400	\$1,600	
65.110-ADMINISTRATION	\$100,000	\$76,000	\$9,479	\$9,521	\$4,000	\$1,000	95/5
65.120-COORDINATION	\$60,000	\$45,600	\$5,687	\$5,713	\$2,400	\$600	95/5

Work Area I Costs and Funding Sources - FY2026-2027

	Budget	HIGHWAY			TRANSIT		SPLIT
		PL	MLF	Local	MPP	Local	
	\$160,000	\$121,600	\$15,166	\$15,234	\$6,400	\$1,600	
66.110-ADMINISTRATION	\$100,000	\$76,000	\$9,479	\$9,521	\$4,000	\$1,000	95/5
66.120-COORDINATION	\$60,000	\$45,600	\$5,687	\$5,713	\$2,400	\$600	95/5

Work Area I Timeline

Project	<u>SU</u> <u>25</u>	<u>FA</u> <u>25</u>	<u>WI</u> <u>26</u>	<u>SP</u> <u>26</u>	<u>SU</u> <u>26</u>	<u>FA</u> <u>26</u>	<u>WI</u> <u>27</u>	<u>SP</u> <u>27</u>	WORK AREA #1 ADMIN. - COORD.
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									
RATS Annual Report									
MPO Administration (incl. meeting prep/attendance)									
Website and Social Media Outreach									
Title VI Program Maintenance/Updates									
PennDOT Annual Planning Partner Meetings									
	JUL-SEP	OCT-DEC	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC	JAN-MAR	APR-JUN	

Carryover Projects from FY24-25 UPWP

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

Work Area I Deliverable Products

- FFY 2027 – 2029 Unified Planning Work Program (UPWP)
- Public Participation Plan and Limited English Proficiency Plan updates (as necessary)
- 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)

6x.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 deemed necessary.

- 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 2027-2029 UPWP, including required coordination with all stakeholders.
- Document processes used in the overall transportation planning process to assist with staff turnover.

6x.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 Reading Regional Airport staff and authority members as needed.

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WORK AREA II – PLANS AND PROGRAMS

Work Area II Costs and Funding Sources - FY2025-2026

	Budget \$345,425	HIGHWAY			TRANSIT		SPLIT
		PL	MLF	Local	MPP	Local	
		\$274,740	\$34,266	\$34,419	\$1,600	\$400	
65.210-LONG RANGE PLANNING	\$232,380	\$185,904	\$23,186	\$23,290	\$0	\$0	100/0
65.220-T.I.P. - HIGHWAY	\$32,300	\$25,840	\$3,223	\$3,237	\$0	\$0	100/0
65.225-T.I.P. – TRANSIT	\$1,700	\$0	\$0	\$0	\$1,360	\$340	0/100
65.230-CONGESTION MANAGEMENT SYSTEM	\$10,045	\$8,036	\$1,002	\$1,007	\$0	\$0	100/0
65.240-IMPLEMENT CAAA / CONF. / SIP	\$6,000	\$4,560	\$569	\$571	\$240	\$60	95/5
65.250-TRANS. ALTERNATIVES PROGRAM	\$7,500	\$6,000	\$748	\$752	\$0	\$0	100/0
65.260-PROJ. NEEDS ANALYSIS AND PROJ. SUPPORT	\$52,000	\$41,600	\$5,188	\$5,212	\$0	\$0	100/0
65.270-U.S. 422 WEST SHORE BYPASS	\$3,500	\$2,800	\$349	\$351	\$0	\$0	100/0

Work Area II Costs and Funding Sources - FY2026-2027

	Budget \$352,925	HIGHWAY			TRANSIT		SPLIT
		PL	MLF	Local	MPP	Local	
		\$280,740	\$35,014	\$35,171	\$1,600	\$400	
66.210-LONG RANGE PLANNING	\$242,380	\$193,904	\$24,184	\$24,292	\$0	\$0	100/0
66.220-T.I.P. - HIGHWAY	\$32,300	\$25,840	\$3,223	\$3,237	\$0	\$0	100/0
66.225-T.I.P. – TRANSIT	\$1,700	\$0	\$0	\$0	\$1,360	\$340	0/100
66.230-CONGESTION MANAGEMENT SYSTEM	\$10,045	\$8,036	\$1,002	\$1,007	\$0	\$0	100/0
66.240-IMPLEMENT CAAA / CONF. / SIP	\$6,000	\$4,560	\$569	\$571	\$240	\$60	95/5
66.250-TRANS. ALTERNATIVES PROGRAM	\$5,000	\$4,000	\$499	\$501	\$0	\$0	100/0
66.260-PROJ. NEEDS ANALYSIS AND PROJ. SUPPORT	\$52,000	\$41,600	\$5,188	\$5,212	\$0	\$0	100/0
66.270-U.S. 422 WEST SHORE BYPASS	\$3,500	\$2,800	\$349	\$351	\$0	\$0	100/0

Work Area II Timeline

Project	<u>SU</u> <u>25</u>	<u>FA</u> <u>25</u>	<u>WI</u> <u>26</u>	<u>SP</u> <u>26</u>	<u>SU</u> <u>26</u>	<u>FA</u> <u>26</u>	<u>WI</u> <u>27</u>	<u>SP</u> <u>27</u>	WORK AREA #2 PLANS - PRGMS
Congestion Management Process / Review									
Transportation Improvement Program (TIP) Preparation / Adoption									
Long Range Transportation Plan (LRTP) Preparation / Adoption									
Berks County Comprehensive Plan									
Bicycle & Pedestrian / Active Transportation Plan									
TASA Project Solicitation and Review									
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									
	JUL- SEP	OCT- DEC	JAN- MAR	APR- JUN	JUL- SEP	OCT- DEC	JAN- MAR	APR- JUN	

Carryover Projects from FY24-25 UPWP

- FFY 2025-2028 Transportation Improvement Program implementation
- FY 2027-2050 Long Range Transportation Plan development 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 Update (2025) and Review (2027)
- FFY 2027-2050 Long Range Transportation Plan progress
- FFY 2027-2030 Transportation Improvement Program development
- 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)

6x.210 - Long Range and Regional Planning

- Continue updating 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 Eastern Pennsylvania Freight Alliance and the Pennsylvania State Freight Work Group, including ongoing coordination, maintenance, and implementation of the Eastern Pennsylvania Freight Alliance's Eastern Pennsylvania Freight Infrastructure Plan
 - 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. Begin efforts to update 2020 Plan and develop a new Active Transportation Plan.

- 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 2026
- 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>

6x.220 and 6x.225 - Transportation Improvement Program

- Modify / Amend the current TIP as required. Begin preparation and ultimate adoption of 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 automate/computerize all processes more fully 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

6x.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.
 - Summer/Fall 2025 Update; Spring 2027 annual review
- 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.

6x.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

6x.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

6x.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.

6x.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.

WORK AREA III – DATA, MAPPING AND TECHNOLOGY

Work Area III Costs and Funding Sources - FY2025-2026

	Budget	HIGHWAY			TRANSIT		SPLIT
		PL	MLF	Local	MPP	Local	
		\$65,825	\$52,660	\$6,568	\$6,597	\$0	
65.310-HPMS / TMS COUNTS	\$29,000	\$23,200	\$2,894	\$2,906	\$0	\$0	100/0
65.320-HPMS ROADWAY INVENTORY	\$7,000	\$5,600	\$698	\$702	\$0	\$0	100/0
65.330-TRANSPORTATION MODEL DEV. /MAINT.	\$13,500	\$10,800	\$1,347	\$1,353	\$0	\$0	100/0
65.340-EXPANDING TECHNOLOGY	\$4,500	\$3,600	\$449	\$451	\$0	\$0	100/0
65.350-HIGHWAY SYSTEM REVIEW AND MAPPING	\$4,000	\$3,200	\$399	\$401	\$0	\$0	100/0
65.360-SOCIO-ECONOMIC DATA	\$7,825	\$6,260	\$781	\$784	\$0	\$0	100/0

Work Area III Costs and Funding Sources - FY2026-2067

	Budget	HIGHWAY			TRANSIT		SPLIT
		PL	MLF	Local	MPP	Local	
		\$58,325	\$46,660	\$5,819	\$5,846	\$0	
66.310-HPMS / TMS COUNTS	\$29,000	\$23,200	\$2,894	\$2,906	\$0	\$0	100/0
66.320-HPMS ROADWAY INVENTORY	\$7,000	\$5,600	\$698	\$702	\$0	\$0	100/0
66.330-TRANSPORTATION MODEL DEV. /MAINT.	\$6,000	\$4,800	\$599	\$601	\$0	\$0	100/0
66.340-EXPANDING TECHNOLOGY	\$4,500	\$3,600	\$449	\$451	\$0	\$0	100/0
66.350-HIGHWAY SYSTEM REVIEW AND MAPPING	\$4,000	\$3,200	\$399	\$401	\$0	\$0	100/0
66.360-SOCIO-ECONOMIC DATA	\$7,825	\$6,260	\$781	\$784	\$0	\$0	100/0

Work Area III Timeline

<u>Project</u>	<u>SU</u> <u>25</u>	<u>FA</u> <u>25</u>	<u>WI</u> <u>26</u>	<u>SP</u> <u>26</u>	<u>SU</u> <u>26</u>	<u>FA</u> <u>26</u>	<u>WI</u> <u>27</u>	<u>SP</u> <u>27</u>	WORK AREA #3
Decennial Census & ACS Data Gathering/Analysis									
HPMS / TMS Counts									
HPMS Roadway Inventory									
Functional Classification Update									
	JUL- SEP	OCT- DEC	JAN- MAR	APR- JUN	JUL- SEP	OCT- DEC	JAN- MAR	APR- JUN	

Carryover Projects from FY24-25 UPWP

- Census 2020 / ACS Data Gathering and Analysis
- Federal Functional Classification Update

Work Area III Deliverable Products

- Census 2020 / ACS Reports for use in TIP, LRTP, EJ and other report preparation
- 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)

6x.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

6x.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.

6x.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.

6x.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.

6x.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.

6x.360 - Socioeconomic Data Collection

- Gather, analyze, and incorporate 2020 Census and subsequent American Community Survey (ACS) data for use in LRTP, TIP, Environmental Justice Analyses, Public Participation Plan, Limited English Proficiency Plan, annual Safety and Highway/Bridge Condition Reports, 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.

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WORK AREA IV - TRANSIT PLANNING

Work Area IV Costs and Funding Sources - FY2025-2026

	Budget \$145,000	HIGHWAY			TRANSIT		SPLIT
		PL	MLF	Local	MPP	Local	
		\$0	\$0	\$0	\$116,000	\$29,000	
65.410-SCTA TRANSIT PLANNING	\$139,620	\$0	\$0	\$0	\$111,696	\$27,924	0/100
65.420-BCPC TRANSIT PLANNING	\$5,380	\$0	\$0	\$0	\$4,304	\$1,076	0/100

Work Area IV Costs and Funding Sources - FY2026-2027

	Budget \$145,000	HIGHWAY			TRANSIT		SPLIT
		PL	MLF	Local	MPP	Local	
		\$0	\$0	\$0	\$116,000	\$29,000	
66.410-SCTA TRANSIT PLANNING	\$139,620	\$0	\$0	\$0	\$111,696	\$27,924	0/100
66.420-BCPC TRANSIT PLANNING	\$5,380	\$0	\$0	\$0	\$4,304	\$1,076	0/100

Work Area IV Timeline

Project	<u>SU</u> <u>25</u>	<u>FA</u> <u>25</u>	<u>WI</u> <u>26</u>	<u>SP</u> <u>26</u>	<u>SU</u> <u>26</u>	<u>FA</u> <u>26</u>	<u>WI</u> <u>27</u>	<u>SP</u> <u>27</u>	WORK AREA #4 TRANSIT
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									
	JUL-SEP	OCT-DEC	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC	JAN-MAR	APR-JUN	

Carryover Projects from FY24-25 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
- Continued SCTA Transit Development Plan implementation

Work Area IV Responsible Agencies

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

6x.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.

6x.420 – 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

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WORK AREA V – SPECIAL FUNDED PROJECTS

Work Area V Costs and Funding Sources - FY2025-2026

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

Work Area V Costs and Funding Sources - FY2026-2027

	Budget \$27,000	HIGHWAY			TRANSIT		SPLIT
		PL	MLF	Local	MPP	Local	
		\$27,000	\$0	\$0	\$0	\$0	
66.510 - LOCAL TECH. ASSIST. PROG. (LTAP)	\$15,000	\$15,000	\$0	\$0	\$0	\$0	100/0 PL/SPR
66.520 - 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</u> <u>25</u>	<u>FA</u> <u>25</u>	<u>WI</u> <u>26</u>	<u>SP</u> <u>26</u>	<u>SU</u> <u>26</u>	<u>FA</u> <u>26</u>	<u>WI</u> <u>27</u>	<u>SP</u> <u>27</u>	WORK AREA #5
Market LTAP Courses									
Annual LTAP MPO Meeting									
Quarterly LTAP Report									
Annual LTAP Summary Report									
Increasing Safe and Accessible Transportation Options (ISATO)									
	JUL-SEP	OCT-DEC	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC	JAN-MAR	APR-JUN	

Carryover Projects from FY24-25 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)

6x.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 2025, 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.

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**READING AREA TRANSPORTATION STUDY,
FY 2025 – 2026 and FY 2026 – 2027
UNIFIED PLANNING WORK PROGRAM**

Documentation of Coordination Efforts (as of 07/23/2024)

May 14 through July 2, 2024: MPO staff participated in PennDOT sponsored FY 25-27 UPWP Guidance Work Group. Attend five (5) meetings to review/update prior guidance and other documents in preparation for final issuance of the FY 25-27 Program Guidance.

July 16, 2024: Formally receive UPWP Guidance from PennDOT. Internal staff communications include a draft outline of tasks and timeline for completion.

July 17, 2024: Discuss the Guidance documents at the bi-monthly Planning Partners webinar. MPO staff subsequently assigned to begin work. Staff reviewed guidance document for current and new requirements. Staff reviewed MPO meeting schedules in relation to UPWP adoption deadline and determined timeline required to submit draft UPWP to FHWA/FTA for their required 45-day review period and subsequent MPO adoption.

July 23, 2024: RATS Technical Committee meeting scheduled for August 1st cancelled. Instead, a UPWP Coordination 'kickoff' meeting scheduled for same date/time. Stakeholders invited included MPO members, PennDOT Central Office, PennDOT District 5-0, Federal Highway Administration (FHWA), Federal Transit Administration (FTA), South Central Transit Authority (SCTA), MPO staff, and Reading Regional Airport. Majority of MS Teams invites received "Accepted" notifications. Staff continued drafting Projects and Timelines chart for internal review prior to Coordination meeting and began Documentation of Coordination Efforts document.

August 1, 2024: UPWP Coordination Meeting held virtually. Those attending included David Alas and Nick Raio (PennDOT Central Office); Michael Donchez and Kerri Cutright (PennDOT District 5-0); Kenana Zejcirovic (FHWA); Lauri Ahlskog (SCTA); Kyle Zeiber, Tim Krall, and Elvin Herrera (City of Reading); Zachary Tempesco (Reading Regional Airport); and Alan Piper, Michael Golembiewski, and Amanda Timochenko (MPO staff). It was noted for the record that Tim Lidiak (FTA) was invited but was not in attendance. Meeting started at 1:35 p.m. Michael Golembiewski (MPO staff) chaired the meeting. He gave a brief overview of the UPWP and its purpose. Most in attendance were familiar with the UPWP. He screen-shared the "Projects and Timelines" chart (Page 7 of the FY 2024-2025 UPWP). This chart was amended with colors to show progress on projects in the current program and added eight additional columns representing the upcoming FY25-27 UPWP. Most of the meeting was spent discussing progress on current projects and what will be proposed for inclusion in / addition to the upcoming UPWP. The discussion was broken into sections pertaining to each Work Area (five total), with a final overall Question/Answer discussion. At the end of each Work Area, a call for questions/comments was made.

Nobody in attendance raised any questions after each of the individual Work Area discussions.

Questions raised after the presentation included:

- Tim Krall questioned the seemingly low budget (\$15,500 in the current FY 24-25 Program, Work Area #3) for the Travel Demand Model Validation. Staff responded that this item covers staff time spent in support activities related to the Validation. The overall Validation project will be conducted by an outside consultant who will be paid through a separate Work Order attached directly to PennDOT's Air Quality contract.
- Mr. Krall questioned the Increasing Safe and Accessible Transportation Options (ISATO) line item in Work Area #5. Staff explained the premise behind the program, that it is federal-only funding (no state funds or local match), and is meant to support non-motorized transportation options. Staff further explained our implementation as described in the current UPWP. That implementation is through the incorporation of Complete Streets concepts and Active Transportation projects and prioritization in county-prepared Joint Local Comprehensive Plans. Mr. Krall asked if staff would be preparing Complete Streets policies, Traffic Calming measures, and other similar concepts for municipalities. Staff responded that we only have \$12,000 per year, not a lot of funds. Additionally, staff is not currently able to be preparing model Policies and Ordinances, nor can we be engineering Traffic Calming measures. However, we would be willing to assist municipalities who wish to pursue these measures on their own.
- Mr. Krall questioned where staff assistance to the Schuylkill River Passenger Rail Authority (SRPRA) is included. Mr. Piper responded that most staff tasks are not paid out of the UPWP but out of separate funds provided by Berks County. There is a task listed for Coordination (Work Area #1, Task .6x.120) but most staff activities pertaining to SRPRA are outside the UPWP.
- Michael Donchez made note of last year's discussion regarding the upcoming relocation of Berks County Planning Commission offices and related tasks. Staff mentioned that items related to the office move are included in the current UPWP in Work Area #1, Task 6x.110 (Administration). The move is still tentatively scheduled for the first quarter of 2025, so would be concluded by the time the draft FY 25-27 UPWP would take effect and therefore would not be listed in the draft Program.
- RATS staff mentioned that we would be undertaking the preparation of a new Annual Report of RATS activities. Currently our activities are included as part of the Berks County Planning Commission (BCPC) Annual Report. Going forward RATS would prepare its own document while activities would still be included with the BCPC report.
- Kenana Zejcirovic made a general comment that the proposed UPWP seems to be a good Program. She will investigate other programs and forward to us for review and possible improvements to ours.
- Mr. Krall asked about the period covered by the proposed UPWP. Staff clarified that prior Programs covered two (2) fiscal years. The current Program is a one-year Program that was done to go "off-cycle" from the biennial Transportation Improvement Program (TIP) preparation. The upcoming Program will get us back on a two-year cycle but will not be completed at the same time we are undertaking preparation of the TIP.

Staff finished the meeting by discussing the upcoming schedule for review and adoption. After a final call for comments or questions, the meeting ended at approximately 2:22 p.m.

October 8, 2024: RATS staff forwarded ISATO language contained in current UPWP to FHWA staff to inform her of that language and request any concerns, questions, and/or opinion regarding consistency with FHWA guidance. FHWA staff replied 10/9:

Hi Mike,

Thank you for sharing. I reviewed the language and don't have any concerns or immediate questions. I'd be comfortable with the same language in the 2025-2027 UPWP as well. The cert review agenda will be shared in the near future, I'm waiting on one more internal review.

Thank you!

November 14, 2024: Draft UPWP presented at RATS Joint Technical and Coordinating Committee meeting. Content of UPWP discussed with both Boards including changes from current UPWP and differences between FY's 2025-2026 and 2026-2027. Staff requested action from both Boards to forward draft UPWP to FHWA, FTA and PennDOT for their 30-day review and comment periods.