



Albany Area Metropolitan Planning Organization

City of Albany • City of Jefferson • City of Millersburg • City of Tangent • Linn County • Benton County • Oregon Department of Transportation

**Policy Board Meeting
Wednesday, March 23, 2022**

2:30 pm to 4:30 pm

Via Zoom by clicking [HERE](#)

Phone: 1-669-900-9128

Meeting ID: 840 1335 8608

Password: 2022

Contact: Catherine Rohan, crohan@ocwcog.org

AGENDA

- 1) 2:30 **Call to Order, Agenda Review, and Roll Call** **Chair,
Darrin Lane**
- 2) 2:45 **Public Comments** **Chair**
- 3) 2:50 **Approve minutes of February 23, 2022 Meeting (Attachment A)** **Chair**

ACTION: Decision on minutes
- 4) 2:55 **AAMPO SFY 2023 Unified Planning Work Program (UPWP) (Attachment B)** **Catherine
Rohan**

Staff has included additional information on in-kind contributions as requested by ODOT.

ACTION: Decision on approval of UPWP
- 5) 3:10 **AAMPO RTP: Regionally Significant Corridors (map will be shared in meeting)** **Rohan**

Staff, with TAC input, has drafted a map of regionally significant corridors to be studied in AAMPO's Regional Transportation Plan. Staff is looking for additional input and feedback on draft corridors.

ACTION: Discussion and potential consensus on RTP corridor selection
- 6) 3:40 **Environmental Justice** **Rohan**

Staff will introduce the topic of environmental justice, using the definition from the U.S. Department of Health and Human Service, found [HERE](#).

ACTION: Information only
- 7) 3:50 **Jurisdictional Updates/Other Business** **All**
 - OCWCOG Regional Housing Discussion/Housing Tool Kit
- 8) 4:10 **Adjournment** **Chair**

Next meeting: April 21

The meeting location is accessible to persons with disabilities. Sign language, interpreter services or other accommodations can also be provided by contacting Emma Chavez at least 48 hours prior to the meeting. Emma can be reached at 541-967-8551 (TTY/TTD 711) or echavez@ocwcog.org.

ATTENDANCE (FOR QUORUM PURPOSES)

Board Members	Jurisdiction	Attendance
Councilor Dave Beyerl	City of Jefferson	
Councilor John Sullivan	City of Millersburg	
Councilor Ray Kopczynski (Vice Chair)	City of Albany	
Councilor Greg Jones	City of Tangent	
Commissioner Roger Nyquist	Linn County	
Commissioner Pat Malone	Benton County	
Darrin Lane (Chair)	Citizen Representative	
Savannah Crawford	Oregon Department of Transportation	
Alternates	Jurisdiction	Attendance
Walt Perry	City of Jefferson	
Janelle Booth	City of Millersburg	
Chris Cerklewski	City of Albany	
Joe Samaniego	City of Tangent	
Wayne Mink	Linn County	
Gary Stockhoff	Benton County	
James Feldmann	Oregon Department of Transportation	

Quorum Requirement: MPO business may be conducted provided a quorum of the Policy Board is in attendance. A quorum consists of at least four members of the Policy Board or their alternates. The Policy Board members may participate telephonically or by other means of electronic communication as provided in Section 6.D (Special or Emergency Meetings).

– AAMPO Policy Board Bylaws, Section 6: Meeting, Subsection E: Quorum

Meeting facilities are accessible to persons with disabilities. If you will need any special accommodations, please contact Emma Chavez at least 72 hours prior to the meeting. Emma can be reached at 541-924-8405.

TTY/TTD 711

**ALBANY METROPOLITAN PLANNING ORGANIZATION
POLICY BOARD REMOTE MEETING
Wednesday, February 23, 2022
2:30 – 4:30 pm
Zoom Conference Call**

DRAFT MINUTES

Board Members	Jurisdiction	Attendance
Councilor Dave Beyerl	City of Jefferson	Yes
Councilor John Sullivan	City of Millersburg	
Councilor Ray Kopczynski	City of Albany	Yes
Councilor Greg Jones	City of Tangent	
Commissioner Rodger Nyquist	Linn County	No
Commissioner Pat Malone	Benton County	Yes
Darrin Lane	Citizen Representative	No
Savannah Crawford	Oregon Department of Transportation	Yes
Alternates	Jurisdiction	Attendance
Walt Perry	City of Jefferson	
Janelle Booth	City of Millersburg	
Chris Cerklewski	City of Albany	
Joe Samaniego	City of Tangent	Yes
Wayne Mink	Linn County	
Gary Stockhoff	Benton County	Yes
James Feldmann	Oregon Department of Transportation	Yes

Alternates	Jurisdiction	Attendance
Catherine Rohan	AAMPO	Yes
Jenny Glass	OCWCOG	Yes
Emma Chavez	OCWCOG	Yes

TOPIC	DISCUSSION	DECISION / CONCLUSION
1. Call to Order, Agenda Review, and Roll Call		<p>Meeting called to order at 2:33 pm by Vice Chair Ray Kopczynski.</p> <p>There were no changes to the agenda.</p> <p>Roll call was conducted by Staff Catherine Rohan.</p>
2. Public Comments		There were no public comments.
3. Approve minutes of January 26, 2022		Consensus to approve the minutes of January 26, 2022 as presented.
4. AAMPO FY 2023 Unified Planning Work Program (UPWP)	<p>Staff Catherine Rohan advised that AAMPO has an updated FY2023 Unified Planning Work Program (UPWP). The TAC and Policy Board reviewed the outline of the work program in late 2021. Staff is asking for feedback today and she noted that final review and a request for approval will take place at the next Board meeting. Rohan moved on to review the UPWP with members.</p> <p>Key Updates:</p> <ul style="list-style-type: none"> • Task 100 – Does not have many changes from the previous year. • Task 200 – Biggest subtask for this year is 210 AAMPO RTP. • Task 300 – Subtask 330 Transit Workforce Study is a new task to identify strategies for reducing negative impacts to transit service associated with lack of drivers, a nation-wide issue. Sub task 340 is also a new task in recognition that the MPO has been spending 	Final approval scheduled for the next Board meeting after public comment.

	<p>a lot of time with the transportation model and it is in AAMPOs best interest to make it an ongoing task throughout the year.</p> <ul style="list-style-type: none"> • Task 400 – Includes a detailed schedule is provided within the document. • Task 500 – is a new task and subtasks of special projects. <p>Rohan noted that next steps include a public comment period and final approval by the Board.</p> <p>Councilor Walt Perry stated that he did not see the coordination with Salem-Keizer Cherriot's. Rohan responded that there are two ways to do that; if there is a project that requires a lot of AAMPO work, it would require a new task. If it does not require a lot of work, it can fit under MPO Administration. Councilor Perry clarified that he is referring to the Cherriot's and ATS coordination. Councilor Kopczynski stated that that could fit under Task 320. Commissioner Malone agreed to include the project in some format into the document, even if it is in asterisk to keep track of the effort.</p> <p>Commissioner Malone thanked Staff for including Task 530 which prepares AAMPO for any potential funding to come. He added that this document seems to be developed very well and it is a good document.</p>	
<p>5. Draft Scope of 2043 Regional Transportation Plan Update</p>	<p>Rohan noted that the draft scope was brought to the TAC and Board at the last few meetings. This is a final review with a request of approval.</p> <p>Some task outlines have been updated to better align with the MPOs timeline, meeting dates, public engagement needs, and order of operations.</p> <p>Task 1: Originally included conversations about remote work (post COVID-19) and autonomous, and connected vehicles. That has been removed. If the time allows; those conversations can be had.</p> <p>Task 2 – Originally to be completed in April but has since been extended to account for public engagement needs.</p>	<p>Consensus to approve the 2043 Regional Transportation Plan Update Draft Scope.</p>

	<p>Task 3 – Did not have many changes. Task 4 – Did not have many changes. Task 5 – Added Task 5.4 Develop project ranking criteria (may not be needed if project total is less than estimated future funding amount). Task 6 – In previous scope, it was ATS development plan. Had originally intended to wrap a new development plan into the RTP update. However, the development plan will be a larger update than expected. Task 7 – is the final report to be completed by April 2023.</p>	
<p>6. Future Scenarios for Regional Transportation Plan Update</p>	<p>Rohan reported that at the last meeting, there was discussion on the future scenarios. Based on the conversation, staff drafted three scenarios for review. Staff is requesting approval of the selected future model scenarios for use in AAMPO RTP.</p> <p>At the last TAC meeting, members shared the following feedback:</p> <ul style="list-style-type: none"> • Difficulty in modeling neighborhood commercial scenario due to political nature of model inputs • Interest in a scenario that increases transit • Interest in a scenario that increases walking and bicycling • Potential to combine increased transit and walk/bike scenarios • Interest in a scenario that reflects Climate Friendly and Equitable Community Rulemaking efforts • Interest in a scenario that completed all road expansions identified in TSPs, to be used as a measure against other scenarios <p>The suggested three future model scenarios are:</p> <ul style="list-style-type: none"> • Trend Scenario: This scenario serves as the baseline to measure outcomes against nominal transit investment over 20 years. • Increased Transit + Increased Walking and Biking – This scenario would increase transit and the attractiveness of walking and bicycling. • State and Federal Policies – this scenario focuses on changes that align with trends in state and federal policies, including 	<p>Consensus for Staff to move forward with the scenarios as presented.</p>

	<p>DLCD's climate Friendly and Equitable Community Rulemaking effort which focuses on meeting the State's climate pollution reduction goals.</p> <p>Councilor Ray Kopczynski stated that he likes scenario two because it gives a resemblance of local control. On scenario three, if there are requirements to come; it will be good to be prepared.</p> <p>Rohan advised that AAMPO may choose three scenarios to model and may test all three of these if they are in support.</p> <p>Councilor Matilda Novak stated that changes that align with trends and federal policies; if there is a way to not deal with this one where they want to put up increase barriers such as road user fees, taxes, and parking fees – those are atrocious, and she is not in favor of them. She went on to state that she is opposed to imposing things based on trends specially if it comes to a cost to the public. If there is a way to do this without charging people, increasing fees, or creating new taxes; she would be in favor of that. She also asked how much decision the public has on these things.</p> <p>Rohan responded that these are three scenarios that the MPO would model for 20 years into the future. Once the models are completed, the MPO can choose a scenario they would like to pursue. In the state and federal scenario, the MPO could ask how to prepare for policies coming down the line (e.g. increase cost to drive). This process is not being laid down on the MPO or being imposed onto citizens.</p> <p>Councilor Novak thanked Rohan for the clarification. She noted that she now understands that this is a planning and modeling exercise.</p> <p>Commissioner Malone stated that he is glad that was clarified, and he stated that he believes it is the job of the Board to look at trends and plan for the future.</p> <p>Councilor Perry stated that the documents being discussed need to be</p>	
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	<p>looked at historical and reference material as to what the thought was. This will be a way of developing that historical reference.</p> <p>James Feldmann stated that the scenarios are not decisions but help inform decisions. They will help us know what may happen in the future and then we can discuss how to plan.</p>	
7. OReGO	<p>Rohan reported that at the last Oregon Metropolitan Planning Organization Consortium (OMPOC) meeting, Councilor Perry questioned how we pay for the upkeep of our roads and transit facilities noting how as cars become more efficient, that state gas tax revenue is dropping and will continue to drop. Traditionally, the state has used the gas tax for upkeep of roads.</p> <p>OReGO tries to capture funds to preserve roads through a 1.9 cent tax per every mile driven. It is an alternative way to fund the road maintenance outside of the gas tax. Electric vehicles are currently subject to a higher registration fee to try and capture some of those funds. These are sometimes called vehicle miles travel (VMT) fees.</p> <p>Councilor Dave Beyerl stated that this program is like an experiment that happened a couple of years which did not get a lot of interest. Councilor Beyerl it would be good for people to sign up for it so that the State gets good data.</p> <p>Rohan noted that this is a potential trend that we may see for 2023 across the State.</p> <p>Councilor Perry stated that with today's technology; it seems like we are talking about tracking every vehicle in order to get accuracy on the miles traveled.</p> <p>Commissioner Malone stated that he is familiar with the trucker weight mile tax, and he is interested in the OReGO efforts. He went on to note that a question might be is if there are other alternative to the gas tax if this project does not work.</p>	

	<p>Rohan responded that she doesn't know of any other alternatives to the gas tax.</p> <p>Commissioner Malone also asked if it would be best to start in the Metro area or statewide.</p> <p>Rohan responded that it will be good to keep track of that.</p> <p>Councilor Perry advised that New Jersey has their annual vehicle inspection and through one of the inspections, it was noted that they wanted to find out how many miles the vehicles were being driven.</p> <p>Joe Samaniego advised that Alaska has a test that includes checking a vehicles mile. He went on to note that the cost per mile would be a good choice and for those who don't drive much, won't pay so much.</p> <p>Councilor Novak asked how roads are funded and how much of it is from gas tax at this time.</p> <p>Rohan responded that all gas tax funds go into road maintenance and repair, but it does not cover everything because there are not enough funds to do so. She added that she does not know the percentage. Rohan asked if ODOT had that information and Feldmann responded that he would have to look it up.</p> <p>Councilor Novak then asked if city funding would go towards road repair.</p> <p>Councilor Kopczynski responded that they are and that he could share the city of Albany details with her.</p> <p>Gary Stockhoff stated that for the gas tax; 50% goes to ODOT, 30% to the counties, and 20% to cities. Benton county projections for FY22-23 is a little over \$7 million. Outside of that, the county applies for grants, they will leverage federal and state grants. There are also funds through the state exchange funds. It is predominately the gas tax but</p>	
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	<p>jurisdictions look for any type of funding that may be available.</p> <p>Councilor Kopczynski sent Councilor Matilda a link with the city of Albany's budget information via email.</p>	
8. Jurisdictional Updates/Other Business	<p>Rohan for OCWCOG – Looking to kick off the Linn-Benton Lincoln Coordinated Plan Updates at the end of next month. The Plans must be updated every three years to be eligible for 5310 and STF funding.</p> <p>Tangent Linn County SRTS letter of support – Tangent and Linn County are intending to apply for SRTS funding and have requested a letter of support. Staff asks the board for approval to provide a letter of support.</p> <p>Commissioner Malone for Benton County – Monroe is dedicating a new route from their grade school to downtown. There were multiple funding sources for this project. Highway 20 Safety upgrades at Springhill phase three is \$18 million short.</p> <p>ODOT – no update given.</p> <p>Samaniego for Tangent – The council is looking at having bus service south of town.</p>	<p>Consensus for Staff to provide a letter of support to Tangent and Linn County as needed.</p>
9. Adjournment	Next meeting Wednesday, March 23 rd .	Meeting adjourned at 3:40 pm.

Fiscal Year 2023 Unified Planning Work Program (UPWP)

July 1, 2022 – June 30, 2023



**ALBANY AREA METROPOLITAN PLANNING
ORGANIZATION (AAMPO)**

Submitted **March XX, 2022**

The development of this document and the implementation of tasks outlined in this document are made possible through the US Department of Transportation (US DOT) funds, under the Federal Highway Administration's Public Law (PL) and Federal Transit Administration's Section 5303. The required matching dollars for PL fund is provided by the Oregon Department of Transportation (ODOT) and the matching fund for the transit fund is provided in the form of In-Kind Match by the City of Albany Transit System (ATS) and Benton County's Special Transportation Fund (STF).

RESOLUTION No. 22-01

**FOR THE PURPOSE OF APPROVING THE FY 2023 ALBANY AREA METROPOLITAN
PLANNING ORGANIZATION'S
UNIFIED PLANNING WORK PROGRAM (UPWP)**

WHEREAS, the Governor of the State of Oregon, pursuant to USC 23 §123 & 450, has designated representatives of the cities of Jefferson, Millersburg, Albany, and Tangent, Benton and Linn counties, and the Oregon Department of Transportation (ODOT) as the Albany Area Metropolitan Planning Organization to carry out the requirements of the Metropolitan Transportation Planning Process; and

WHEREAS, among the major requirements of the Metropolitan Transportation Planning Process is the development of an annual Unified Planning Work Program that delineates the MPO's planning and programming activities and its associated working budget over a fiscal year; and

WHEREAS, the Albany Metropolitan Planning Organization has developed a Unified Planning Work Program for FY 2023, in coordination with local governments, the US DOT and ODOT and in compliance with all applicable federal and state requirements; and

WHEREAS, the City of Albany and Benton County have agreed to provide 'in-kind' local match for the Federal Transit Administration's Section 5303 Funds that are applied by the MPO to partially cover the cost of its transportation planning activities in FY 2023;

NOW, THEREFORE, BE IT RESOLVED, that the Policy Board of the Albany Area MPO approves the FY 2021 Albany Area Unified Planning Work Program and its associated budget.

Dated on this XX Day of March, 2022

APPROVED:

Darrin Lane, Chair

Albany Area MPO

ATTESTED:

Catherine Rohan, Transportation Planner

Albany Area MPO

ABOUT THE ALBANY AREA METROPOLITAN PLANNING ORGANIZATION

Policy Board

Patrick Malone	Benton County
Roger Nyquist	Linn County
David Beyerl	City of Jefferson
Ray Kopczynski	City of Albany
Greg Jones	City of Tangent
John Sullivan	City of Millersburg
Savannah Crawford	Oregon Department of Transportation
Darrin Lane	Citizens' Representative

Technical Advisory Committee (TAC)

Gary Stockhoff	Benton County
Daineal Malone	Linn County
Walt Perry	City of Jefferson
Chris Cerklewski	City of Albany
Joe Samaniego	City of Tangent
Janelle Booth	City of Millersburg
James Feldmann	Oregon Department of Transportation

TAC Ex-Officio Members

Federal Highway Administration (FHWA), Oregon Division
Federal Transit Administration (FTA), Region 10
Oregon Department of Land Conservation and Development (DLCD) Oregon
Oregon Department of Transportation, Regional Transit Coordinator
Department of Environmental Quality (DEQ)
Oregon Division of State Lands (DSL)

Staff and Contact

Nicholas Meltzer	Transportation Manager
Catherine Rohan	Transportation Planner
Emma Chavez	Operations Supervisor

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SECTION I: INTRODUCTION

What is a Metropolitan Planning Organization (MPO)?

A Metropolitan Planning Organization (MPO) is an organization of local governments designated per 23 USC and 23 CFR 450 to provide transportation planning and programming in areas with a collective population of 50,000 or over, termed as an Urbanized Area. As a condition for receiving federal transportation dollars, MPOs must have a *continuing, cooperative and comprehensive* transportation planning process in cooperation with their state Department of Transportation. The MPOs are responsible for development of a Regional Transportation Plan (RTP), development of a Metropolitan Transportation Improvement Program (MTIP) and development of a Unified Planning Work Program (UPWP).

What is the Albany Area Metropolitan Planning Organization?

The Albany Area Metropolitan Planning Organization (AAMPO) serves as the metropolitan planning organization (MPO) for the Albany Urbanized Area, as designated by the Oregon Governor in February of 2013. This region includes the cities of Jefferson, Millersburg, Albany, and Tangent, and parts of Benton, Linn, and Marion counties.

AAMPO is governed by a seven-member Policy Board consisting of representatives of the cities of Jefferson, Millersburg, Albany, and Tangent, Benton and Linn counties, the Oregon Department of Transportation (ODOT), and a Citizens' Representative. AAMPO's Technical Advisory Committee (TAC) is made up of professional staff of the above entities and an ODOT Transportation Planner. Unlike the Policy Board, the TAC does not include a Citizens' Representative. The representatives of relevant federal and other state agencies have ex-officio status on TAC. The TAC reviews technical material and provides recommendations to the Policy Board.

The Oregon Cascades West Council of Governments, under a contract with the Policy Board, provides administrative services and staffing to AAMPO.

The City of Albany is the owner of the Albany Transit System and their representation on the MPO Policy Board and TAC also represents the interests of the transit system.

What is the Purpose of this Document?

In accordance with federal regulations (23 CFR 450.308), the functions and responsibilities of AAMPO include development of a Regional Transportation Plan (RTP), development of a Metropolitan Transportation Improvement Program (MTIP) and development of a Unified Planning Work Program (UPWP), as noted above. In addition, the MPO produces an annual list of obligated projects and a Public Participation Plan (PPP). AAMPO must also demonstrate compliance with Title VI and other non-discrimination requirements. The State Fiscal Year 2023 UPWP demonstrates how AAMPO will fulfill these requirements between July 1, 2022 and June 30, 2023.

It should be noted that the levels of efforts and dollar amounts allocated to each activity in this document represent the best estimates at this time and may change with the consent of all parties involved.

SECTION II: WORK PROGRAM OVERVIEW

Funding Sources and Match Documentation

Funding from FHWA, FTA, and ODOT supports the AAMPO planning program. The Infrastructure Investment and Jobs Act, or "IIJA Act" currently provides funding authorization for the nation's surface transportation. A provision of the Transportation Act, referred to as PL Funding, provides transportation planning dollars to support MPOs across the country and acts as the majority of AAMPO's annual budget. Additional AAMPO support comes from FTA 5303 planning funds.

FHWA apportions funds to ODOT and ODOT allocates funds to MPOs using a formula developed cooperatively by ODOT and MPOs, and approved by FHWA. The budget assumptions in this document are according to the most recent ODOT's allocation of PL and 5303 Funds to each MPO. The expenditure assumptions of the budget are based on the best estimates and the latest information available at the time of developing the document.

ODOT State Planning and Research (SPR) or Oregon Transportation Growth Management (TGM) funds often provide support for other specific planning tasks not yet funded or in process at the time of UPWP development. Additionally, AAMPO applies for other federal and state grant opportunities that are applicable and of interest to the region.

Amendments

Amendments to the UPWP to add or remove funds from the UPWP budget, move funds from one task to another, to add new tasks, or to alter portions of a task are allowed. MPO Staff process these amendments on as-needed basis and decide the level of engagement needed by the Technical Advisory Committee and/or Policy Board.

Larger amendments to the UPWP may necessitate Policy Board approval of an updated UPWP as well as multiple MTIP and STIP amendments. For example, a MTIP/STIP amendment may be needed to update the amount of planning funds the MPO receives under the MPO's annual work plan project, an additional amendment may then be needed to allocate those new funds to a specific project included in the MTIP/STIP. Depending on the amount of funds and degree of change, proposed amendments to the UPWP, STIP, and MTIP may require public comment periods as directed by the AAMPO Policy Board. AAMPO's MTIP revision policy is posted on the AAMPO website, under the Transportation Improvement Program tab: <https://www.ocwcog.org/transportation/aampo/aampo-plans-programs/>.

Engagement and Process

It is a goal of AAMPO to gain the maximum possible public input into its transportation planning and programming activities. To this end the agency has developed and formally adopted a Public Participation Plan that outlines strategies and efforts that are conducted in association with the tasks in the Work Program. A copy of the AAMPO's Public Participation Plan is posted at the AAMPO's Website: www.Albanyareampo.org. Engagement levels vary depending on the deliverable.

For the development of the UPWP, AAMPO engages stakeholders and the public by:

- Emailing stakeholders and interested parties regarding draft UPWP discussion and opportunity for public comment via email or during regularly scheduled AAMPO meetings

- Holding a 15-day comment period, from **March XX to March XX**, prior to a decision by the Policy Board to adopt the UPWP
- Providing public comment opportunities at all Policy Board and TAC meetings.
- Providing notifications regarding the UPWP public comment period on the AAMPO website, along with agendas and minutes for all Policy Board and TAC meetings.

Federal Performance Based Planning Requirements

As a federally designated metropolitan planning organization, AAMPO is required to develop and adopt performance targets for Safety, Pavement Condition, Bridge Condition, National Highway System (NHS) Performance, and Freight Movement/Reliability. Neither of the Congestion Mitigation and Air Quality (CMAQ) measures apply as the Albany region is in attainment.

All Interstate sections and portions of the National Highway System (NHS) within the planning area are owned and maintained by the Oregon Department of Transportation. This fact, coupled with the limited staff capacity of a small MPO, led AAMPO to adopt the state targets for Safety, Pavement/Bridge Condition, NHS Performance and Freight Reliability. While AAMPO does not have direct jurisdiction over any infrastructure, the Safety and Transit performance measures apply to all public roads.

Safety

The AAMPO region experienced eight pedestrian fatalities and one bicyclist fatality between January 2015 and December 2019, all within the City of Albany.¹ Traffic crashes resulting in pedestrian and bicyclist fatalities highlight the need for safer travel in the region. The AAMPO encourages the safe travel of all modes of transportation through emphasizing the preservation and upgrading of existing infrastructure, prior to constructing any new infrastructure. This is reflected in their STBG project selection, which consists of predominantly resurfacing projects. Resurfacing often presents opportunities to expand shoulders for bike lanes, improving crosswalks, and reducing the maintenance need of transit vehicles. AAMPO supports the safety of the traveling public through this approach. Furthermore, the City of Albany in combination with the Oregon Department of Transportation are working to upgrade multiple signals, which will increase safety for all modes through modern technology.

Transit

AAMPO staff wrote the Public Transit Agency Safety Plan (PTASP) for Albany Transit System (ATS), as well as the Linn Benton Loop, which is operated by ATS. In this sense, we are intimately familiar with the transit performance measures and have incorporated into our work plan the annual updating of the document.

Summary

The following table provides a summary of ODOT and AAMPO's adopted performance measures.

Performance Measure Adherence	Current Status	Next Update
Transportation Safety	Supported ODOT's Measures, January 2018	2022*
Bridge and Pavement	Supported ODOT's Measures, November 2018	2022*
Transportation System	Supported ODOT's Measures, November 2018	2022*
Transit Performance Measures	PTASP Adopted August 2020, updated early 2022	June 2023

*Next update refers to mid performance period review and update of statewide measures.

¹ As reported by ODOT's Oregon Transportation Safety Data Explorer Program

SECTION III: AAMPO FY22 ACCOMPLISHMENTS

AAMPO's FY22 accomplishments, occurring between July 1, 2021 and June 30, 2022, are listed here by tasks. These same task categories are also presented in Section IV, Planning Tasks, of this document.

Task 100 – Program Management: The purpose of this task is to provide management and administrative support for the MPO's planning and programming activities

- Monthly meetings of the Policy Board and Technical Advisory Committee.
- Completion of FY23 UPWP (March 2022).
- Continued implementation of Title VI Non-Discrimination Plan, including an Annual Accomplishments Report (October 2021).
- Completed Quarterly Reports and billing and twice-annual reporting cycle (January and July).

Task 200 – Long Range Transportation Planning: The purpose of this task is to provide for the long range transportation planning needs within the Albany Metropolitan Planning Area.

- Completed the MPO's first Strategic Assessment in partnership with the Department of Land Conservation and Development (DLCD) and the Oregon Department of Transportation (ODOT).
- In 2019, the MPO was successful in assisting the City of Jefferson in an application for Transportation and Growth Management Funds for a new Transportation System Plan (TSP). MPO staff served as a co-manager on the TSP, which is expected to be adopted in early 2022.
- Work is expected to conclude on the Regional Bicycle and Pedestrian Plan (BPP), first conceived of in 2019. The BPP is the first active transportation plan in the MPO area.

Task 300 – Inter-Regional Transportation Planning: The purpose of this task is to focus on the inter-regional needs and opportunities of the Albany Area Metropolitan Planning Area.

- Facilitated intergovernmental coordination between member jurisdictions, as well as between AAMPO and CAMPO.
- Participated in meetings of the governing body for the Linn Benton Loop transit service, and Technical Advisory Committee.
- Attended quarterly transit provider meetings.
- Participated in the Salem-Albany Transit Feasibility Study.

Task 400 – Transportation Programming: The purpose of this task is to continually perform transportation programming for the Albany MPO Area through the development of new Metropolitan Transportation Improvement Programs (MTIP) and the upkeep of the existing MTIP for inclusion in the Statewide Transportation Improvement Program (STIP).

- Amended FY21-24 STIP with ODOT, as needed.
- Published Annual Listing of Obligated Projects.

Status of AAMPO and Regional Transportation Documents

Key Documents	Current Status	Next Update
AAMPO Regional Transportation Plan (RTP)	Adopted in May 2018	2023
FY 2021-2024 Metropolitan Transportation Improvement Program (MTIP)	Adopted in May 2020	Spring 2023
FY23 Unified Planning Work Program	Adoption scheduled for March 2022	January 2023
Title VI and Environmental Justice Plan	Updated and approved in April 2020	As needed
Public Participation Plan	Updated in 2022	As needed
Other Documents	Current Status	Next Update
Benton County Transportation System Plan	Adopted March 2019	-
Linn County Transportation System Plan	Adopted in 2018	-
Albany Transportation System Plan	Adopted February 2010	Expected 2024
Albany Public Transit Plan	Adopted January 2011	-
Albany Transit Development Plan	Approved May 2018	-
Jefferson Transportation System Plan	Approved March 2022	-
Tangent Transportation System Plan	Adopted in 2010	-
Millersburg Transportation System Plan	Adopted December 2016	-

Status of Regional Transportation Plan

AAMPO's first RTP was adopted in May of 2018. AAMPO's RTP will need to be updated by 2023 to be in compliance with the MPO's five year RTP update frequency requirement. Since early 2021, AAMPO staff have assisted CAMPO with updating the travel demand model in anticipation of using the model in both the CAMPO and AAMPO RTP updates. The AAMPO Technical Advisory Committee and Policy Board agreed to a model update in which the previous travel demand model was validated to 2019 conditions, and then a future year is used for projections. One difference between the AAMPO and CAMPO RTP updates is that AAMPO is expected to update their Vision, Goals and Objectives for this update, whereas CAMPO is largely keeping the visions and goals from their 2017 plan.

AAMPO staff began updating data for the RTP beginning in 2021, setting the groundwork for the RTP process to kick off in calendar year 2022 and continue into FY23. As the RTP update process continues, AAMPO will seek to integrate federal planning factors (support economic vitality, increase safety and security, increase access, etc.), FHWA and FTA's joint planning emphasis areas (see Appendix D), and ODOT's performance measures with the RTP's goals and objectives. AAMPO is committed to an agency inclusive RPT update process and has plans to connect with Oregon Department of Fish and Wildlife, Oregon Department of Land Conservations and Development, Oregon's State Historic Preservation Office, tribal agencies, and other agency stakeholders.

SECTION IV – PLANNING TASKS

Task 100 – Program Management

The purpose of this task is to provide management and administrative support for the MPO’s planning and programming activities. Components of this task are:

110 – MPO Operation

The administration of the MPO operation and MPO office will include:

- Working with the MPO Policy Board and the Technical Advisory Committee to meet the transportation planning and programming needs of the MPO Area
- Holding regular meetings of the Policy Board and the Technical Advisory Committee
- Coordinating the MPO’s planning and programming activities with local planning officials, economic development agencies, local environmental organizations, transit providers, ODOT, FHWA, FTA and Tribal governments
- Attending trainings, transportation-related conferences, and statewide and local transportation-related meetings. At a minimum, staff expect to attend:
 - The National Association of City Transportation Officials (NACTO) annual conference
 - The Association of Metropolitan Planning Organization (AMPO) annual conference
 - Technical trainings offered by OSU and other state entities as available
- Involving the public in transportation planning and programming activities; public education; implementation of the AAMPO’s public participation process
- Coordinating the MPO’s transportation planning and programming with the Cascades West Area Commission on Transportation (CWACT) and the associations of peer MPOs
- Participating in the Oregon Modeling Steering Committee (OMSC), helping to guide the Oregon Modeling Improvement Program
- Participating on the Oregon Metropolitan Planning Organization Consortium (OMPOC), a forum for Oregon’s MPOs to address common needs, issues and solutions to transportation and land use challenges facing Oregon’s metropolitan regions and surrounding area
- Complying with all applicable federal requirements, particularly, Americans with Disabilities (ADA), Title VI requirements and Environmental Justice Executive Order 12898 and DOT Order 5610.2(a)
- Coordinating regional transportation projects within the Albany Area MPO, including but not limited to:
 - Mid-Willamette Valley Intermodal Center
 - Highway 20 Safety Project
 - Salem-Albany Transit Pilot
 - OR-99W Transit Pilot
 - Other projects as necessary

Product: Regular meetings of the MPO Policy Board and Technical Advisory Committee and an AAMPO presence at regional and state meetings.

Schedule: Task is ongoing through the fiscal year

120 – MPO Administration

Activities under this item will include:

- Complying with required paperwork and documentation of activities as well as the maintenance of the MPO records
- Accounting, bookkeeping, and invoicing
- Preparing and submitting semi-annual and annual reports to ODOT. Semi-annual reports are submitted by January 15th, annual reports are submitted by July 30th
- Preparing the agency's financial audit
- Upkeep and maintenance of the agency's website
- Attending organizational and personnel-related meetings

Product: Compliance with federal and state transportation planning regulations, semi-annual reports and invoices, financial audit results, up to date website

Schedule: Task is ongoing through the fiscal year

130 – Annual Document Review

This task is intended to review, update and publish any changes to the major documents AAMPO is required to maintain. An annual review at the least will be conducted, with updates completed as necessary. This includes:

- Posting of Obligated Transportation Projects on the website, per Federal Requirements
- Reviewing the Title VI/Non-discrimination Plan
- Reviewing the Public Participation Plan
- Developing the FY24 Unified Planning Work Program and budget, and subsequent approval
- Amending the FY23 Unified Planning Work Program as needed

Product: An FY24 UPWP that outlines the work program and budget for the coming year. Amendments to required federal planning documents as needed

Schedule: Completion expected in the 3rd quarter

140 – MPO Education and Training

This task is intended to educate and inform newly appointed Policy Board members and members of the public about the role MPOs have in coordinating regional transportation planning. Additional trainings on principles of transportation planning will also be considered. Materials will include the following:

- What is an MPO
- MPO's role in transportation planning

- Transportation planning principles
- Walking, bicycling, and transit tours of the AAMPO planning area
- Transportation oriented speaker series (may be done in conjunction with CAMPO and local jurisdictions)

TASK 100: PROGRAM MANAGEMENT	
Task Component	FY23
110: MPO Operation	\$30,000
120: MPO Administration	\$20,000
130: Annual Document Review	\$6,000
140: MPO Education and Training	\$6,000
Total	\$62,000
Percent of Effort	12%

Task 200 – Long Range Transportation Planning

The purpose of this task is to provide for the long range transportation planning needs within the Albany Metropolitan Planning Area. While some tasks could be perceived as “short range,” they generally contribute to the long term needs and knowledge of the region, and intentionally help to build technical capacity of member jurisdictions (i.e. without the MPO they would not have the same opportunity). This task is funded through a combination of PL and 5303 Funds.

Task 210: AAMPO RTP

The Albany Area MPO’s Regional Transportation Plan (RTP) was last updated in 2018 and planned out to 2040. As RTPs are required to be updated every five years, the next RTP must be adopted by the Policy Board by March of 2023. AAMPO staff began prepping for the update process in 2021, assisting ODOT’s Transportation Planning and Analysis Unit (TPAU) with transportation model updates. Initial conversations about the RTP update began in winter of 2021 with a discussion of RTP scope and new RTP vision and goals. Staff intend to work on the RTP throughout FY23, working with the TAC and Policy to complete public outreach, update projects, and discuss how the travel demand model predicts future transportation demands. The update is expected to be done in house, with some technical guidance provided by a consultant.

Product: Updated RTP vision and goal, public engagement activities, and draft report by early 2023

Schedule: Completion predominantly in 1st and 2nd quarter, with final approval by 3rd quarter

Task 220: Technical Assistance to Communities

AAMPO is continually working to better serve its communities. Understanding that many cities are understaffed and/or overworked, we propose 21 hours of staff time to each member community to work towards a long range transportation project. Whether that's assistance on an existing project, completing a quick analysis that's been on the to-do list for months, or doing some conceptual design work for transportation improvements. Projects would have to adhere to requirements in 23 CFR 450, which outline the tasks eligible for reimbursement with PL funding. This includes but is not limited to:

- Transportation Scoping Studies
- Bicycle/Pedestrian/Vehicle Count Analysis
- Transportation System Plan Project Identification
- Conceptual Design Recommendation

Product: 126 hours of staff time to AAMPO members. A summary of tasks completed presented to the Technical Advisory Committee and Policy Board

Schedule: Task is ongoing throughout the fiscal year

TASK 200: LONG RANGE TRANSPORTATION PLANNING	
Task Component	FY23
210: RTP Update	\$75,000
220: Technical Assistance to Communities	\$10,000
Total	\$85,000
Percent of Effort	16%

Task 300 – Inter-Regional Transportation Planning

The purpose of this task is to focus on the inter-regional needs and opportunities of the Albany Area Metropolitan Planning Area. This task recognizes the interrelated transportation needs of both AAMPO and the Corvallis Area MPO and sets aside funds to work on projects affecting both MPOs as well as the greater region. This task is funded through a combination of PL and 5303 Funds.

Task 310 – CAMPO Coordination

As the greater Albany-Corvallis region grows in both population and employment, there will be increased stress on the major commute routes through the region. This task allocates money towards coordination with the Corvallis Area MPO (CAMPO) to address regional travel demand. Started in FY20, both AAMPO and CAMPO expect the conversation to continue into FY23, due to delays associated with COVID-19 in FY21. These specific tasks include, but are not limited to:

- Hosting joint TAC and Policy Board meetings
- Developing a regional bicycle route map
- Planning for regional freight connections and subsequent improvements
- Exploring funding opportunities for local transportation project implementation

CAMPO has identified similar funding to contribute in their upcoming UPWP. As projects are expected to develop over the fiscal year, no definitive product other than meeting minutes currently exists. Any project will be approved by both Policy Boards prior to beginning.

Product: Meeting minutes, regional maps, plans and lists of funding opportunities

Schedule: Task is ongoing throughout the fiscal year

Task 320 – Transit Planning Coordination and Assistance

Oregon House Bill 2017 allocates significant funding for transit expansion. With new funding every two years, cities, counties, and transit agencies are actively working to keep up with increases in transit funding and service while balancing other transportation needs. With service expanded unilaterally across the state, AAMPO staff work to keep everyone in the region updated on regional transit improvements. In FY21, AAMPO prepared the Public Transit Agency Safety Plan (PTASP) for Albany Transit System. As that document requires updating once a year, that will be incorporated into this task.

Additional activities will include:

- Providing staffing assistance to the Linn-Benton Loop Governing Board
- Serving on the Technical Advisory Committee of the Loop and as the liaison between AAMPO Policy Board and the Linn-Benton Loop Transit Service
- Continuing to implement the result of the Linn Benton Loop Service Development Plan
- Updating Albany Transit's Public Transit Agency Safety Plan (PTASP)
- Assisting Albany Transit System as needed

Products: Technical assistance as needed to Albany Transit System and Benton County Transit, as well as other transit providers in Benton and Linn County. Information dissemination from state and federal partners. Public Transit Agency Safety Plan (PTASP) annual update. Potential match for STIF regional transit enhancement projects.

Schedule: Task is ongoing throughout the fiscal year

Task 330: Transit Workforce Study

Transit systems nationwide have struggled to maintain service during the COVID 19 pandemic. Both Albany Transit System (ATS) and Corvallis Transit System (CTS) have suffered from a lack of bus drivers – resulting in the closing of bus routes and delays in planned transit expansions. The Transit Workforce study will identify strategies to help reduce negative impacts to transit service associated with lack of bus drivers. The study, conducted jointly with CAMPO, may include interviews and focus groups with current and past bus drivers, case studies of other transportation agencies, and an exploration of educational partnerships for bus driver licensing.

Product: Identification of strategies for reducing negative impacts to transit service associated with lack of bus drivers

Schedule: Expected to begin in the 1st quarter of FY23 and continue through the end of the 4th quarter

Task 340: Travel Modeling and OHAS

This task is focused on the regional travel demand model and data collection, analysis and development. An up to date travel demand model is useful for both MPO led and non-MPO led plans and projects (e.g. corridor studies, capital projects, land use planning studies and land use developments). AAMPO staff will continue to work with ODOT's Transportation Planning and Analysis Unit (TPAU) to refine the Corvallis Albany Lebanon Model (CALM), used by both CAMPO and AAMPO. Task 340 supports the modeling needs of task 210, AAMPO RTP.

This task also includes work related to the Oregon Household Activity Survey (OHAS). The OHAS is a periodic statewide effort, led by the Oregon Modeling Steering Committee (OMSC), to capture demographic and travel behavior of Oregon residents. This data is used to update travel demand models and answer other transportation related questions. AAMPO is involved in the OHAS effort through the MPO's commitment to provide funding (task 520) as well as attendance at OMSC and OHAS meetings, providing input and feedback on the OHAS effort.

Product: Up to date regional travel demand model, active participation in OHAS effort

Schedule: Ongoing, OHAS effort is expected to conclude in 2024

TASK 300: INTER-REGIONAL TRANSPORTATION PLANNING	
Task Component	FY23
310: CAMPO Coordination	\$10,000
320: Transit Planning Coordination & Assistance	\$15,000
330: Transit Workforce Study	\$15,000
340: Travel Modeling and OHAS	\$10,000
Total	\$50,000
Percent of Effort	9%

Task 400 – Transportation Programming

The purpose of this task is to continually perform transportation programming for the Albany MPO Area through the development of new Metropolitan Transportation Improvement Programs (MTIP) and the upkeep of the existing MTIP for inclusion in the Statewide Transportation Improvement Program (STIP).

410 – MTIP Amendments

This task provides for the necessary amendments to the FY21-24 MTIP and STIP documents. The amendments are generally initiated either by member jurisdictions or by ODOT..

Product: Up to date FY21-24 MTIP document

Schedule: Task is ongoing throughout the fiscal year

420 – FY 2024-2027 MTIP Development

A new Statewide Transportation Improvement Program is expected to be adopted in 2023, the process to develop the MTIP begins in 2022. This task will involve a review of project evaluation criteria, the solicitation of projects, public engagement, and development of an MTIP document to be included in the STIP. Before the MTIP can be included in the STIP, the MTIP must first be approved by the AAMPO Policy Board and the Governor of Oregon.

Product: 2024-2027 MTIP/STIP

Schedule: Detailed project schedule is included in Appendix E. Work in the MTIP is expected to commence in April 2022 and wrap up in late 2022/early 2023.

TASK 400: TRANSPORTATION PROGRAMMING	
Task Component	FY23
410: MTIP Amendments	\$12,000
420: FY 2024-2027 STIP and MTIP	\$12,000
Total	\$24,000
Percent of Effort	5%

Task 500 – Special Projects

This task focuses on special projects that are of interest to the MPO and broader transportation organizations. Task 500 is created for the explicit purpose to capture one time projects that are not re-occurring to AAMPO year to year.

Task 510: Highway 20/34 Planning Study

Highway 20/34 between Philomath and I5 is a key corridor connecting the CAMPO and AAMPO regions, transporting commuters, recreationalists, freight, and local residents. The corridor is expected to see increased traffic as the region grows in population. While many jurisdictions identify the Highway 20/34 Corridor as an issue during their recently developed transportation system plans, none of them dive into the details of solutions.

This project, in coordination with CAMPO, ODOT's Transportation Planning and Analysis Unit (TPAU), and consultants, will investigate the range of multi-modal investments that can decrease demand along this corridor for single occupancy vehicles, thereby reducing greenhouse gas emissions, eliminating the need to expand the highway, and allow for efficient travel by all modes.

***Product:** Identification of project stakeholders and goals, existing and future conditions analysis, identification of corridor solutions and implementation measures, final plan document*

***Schedule:** Expected to begin in October 2022 and continue through October 2023 (2nd quarter)*

Task 520: Oregon Household Activity Survey (OHAS) Funding Set-Aside

In 2020 AAMPO elected to help fund the 2021-2023 Oregon Household Activity Survey (OHAS) with approximately \$75,000 in unspent carryover funds. Additional funding for this large project is coming from ODOT and other MPOs. The OHAS effort is being managed by Oregon Modeling Steering Committee (OMSC).

***Product:** Data from the OHAS will be used to update transportation models (as required by the federal government) and can also be used by MPOs and other jurisdictions to answer transportation related questions.*

***Schedule:** Ongoing, scoping for the OHAS began in October of 2021, final survey results expected mid-2024*

Task 530: Special Project Pool

AAMPO created this special project pool task to enable the MPO to pursue projects of interest as such opportunities arise. Project will require support of the AAMPO Technical Advisory Committee and Policy Board.

***Product:** Product is dependent on the projects pursued and interests of the AAMPO TAC and Policy Board*

***Schedule:** Schedule is dependent on project pursued*

Task 540: Albany Transit Operations Facility Preliminary Design

AAMPO has opted to use 5303 carry forward funds from previous fiscal years to assist the City of Albany with the preliminary engineering and design of the City's new transit operations facility. Funds were originally intended to be spent in FY22, but Albany has indicated that the city is unlikely to need funds until FY23. To accommodate the updated schedule, the MPO intends to de-obligate then re-obligate the funds for the transit operations facility, so the City can access the funds in FY23.

Product: Preliminary engineering and design of Albany’s new transit operations facility

Schedule: Albany expects to have a contract in place for design and engineering of the facility in late FY22/early FY23, billing should commence soon after a contract is in place

TASK 500: Special Projects	
Task Component	FY23
510: Hwy 20/34 Corridor Planning Study	\$50,000
520: OHAS Funding Set-Aside	\$75,000
530: Special Project Pool	\$54,189
540: Albany Transit Operations Facility Preliminary Design	\$131,688
Total	\$310,877
Percent of Effort	58%

Task Schedule

The table below summarizes non-continuous tasks AAMPO is undertaking during State Fiscal year 2023. Note that dates may change as projects evolve.

Non-continuous tasks being undertaken in State Fiscal Year 2023	Quarter 1			Quarter 2			Quarter 3			Quarter 4		
	July 2022	Aug	Sep	Oct	Nov	Dec	Jan 2023	Feb	Mar	Apr	May	Jun
210: RTP Update												
340: Transit Workforce Study												
Task 420: FY 2024-2027 MTIP Development												
510: Highway 20/34 Corridor Planning Study												

SECTION V: BUDGET SUMMARY

The following budget tables detail the planned activities for Fiscal Year 2023-2024. In addition, a breakdown of expenses and funding sources is provided.

FY23 Budget by Subtask

Task	FY23 Amount	FY22 Amount	Dollar Change	Percent Change
TASK 100: Program Management	\$62,000	\$73,000	(\$11,000)	-18%
110: MPO Operation	\$30,000			
120: MPO Administration	\$20,000			
130: Annual Document Review	\$6,000			
140: MPO Education and Training	\$6,000			
TASK 200: Long Range Transportation Planning	\$85,000	\$75,000	\$10,000	12%
210: RTP Update	\$75,000			
220: Technical Assistance to Communities	\$10,000			
TASK 300: Inter-Regional Transportation Planning	\$50,000	\$206,688*	(\$156,688)	-313%
310: CAMPO Coordination	\$10,000			
320: Transit Planning Coordination & Assistance	\$15,000			
330: Transit Workforce Study	\$15,000			
340: Travel Modeling and OHAS	\$10,000			
TASK 400: Transportation Programming	\$24,000	\$22,171	\$1,829	8%
410: TIP Amendments	\$12,000			
420: FY 2024-2027 STIP	\$12,000			
TASK 500: Special Projects (new task in FY23)	\$310,877	N/A	\$310,877	100%
510: Highway 20/34 Corridor Planning Study	\$50,000			
520: OHAS Funding Set-Aside	\$75,000			
530: Special Project Pool	\$54,189			
540: Albany Transit Operations Facility Preliminary Design	\$131,688			
TOTAL	\$531,877	\$376,859	\$155,019	29%

*FY22 Task 300 total of \$206,688 included \$131,688 of carry forward funds for the new Albany transit operations facility. Albany has indicated funds will likely not be used in FY22, AAMPO plans to de-obligate and re-obligate these funds for FY23. Albany transit operations facility project (task 540) has been moved to the new task category 500, Special Projects, in the FY23 UWPW.

FY23 Budget by Fund Source

Task	Task Budget Total (Personnel + Non-Payroll + Contracted Staff)	PL Funds	FTA 5303 Funds	PL Match Funds (10.27% from ODOT)	5303 Match (10.27% from in-kind)
Task 100: Program Management	\$62,000	\$55,633	\$0	\$6,367	\$0
Task 200: Long Range Transportation Planning	\$85,000	\$76,271	\$0	\$8,730	\$0
Task 300: Inter-Regional Transportation Planning	\$50,000	\$0	\$44,865	\$0	\$5,135
Task 400: Transportation Programming	\$24,000	\$21,535	\$0	\$2,465	\$0
Task 500: Special Projects	\$310,877	\$98,815	\$180,134	\$11,310	\$20,617
Total SFY23 Budget	\$531,877	\$252,25	\$224,999	\$28,872	\$25,752*

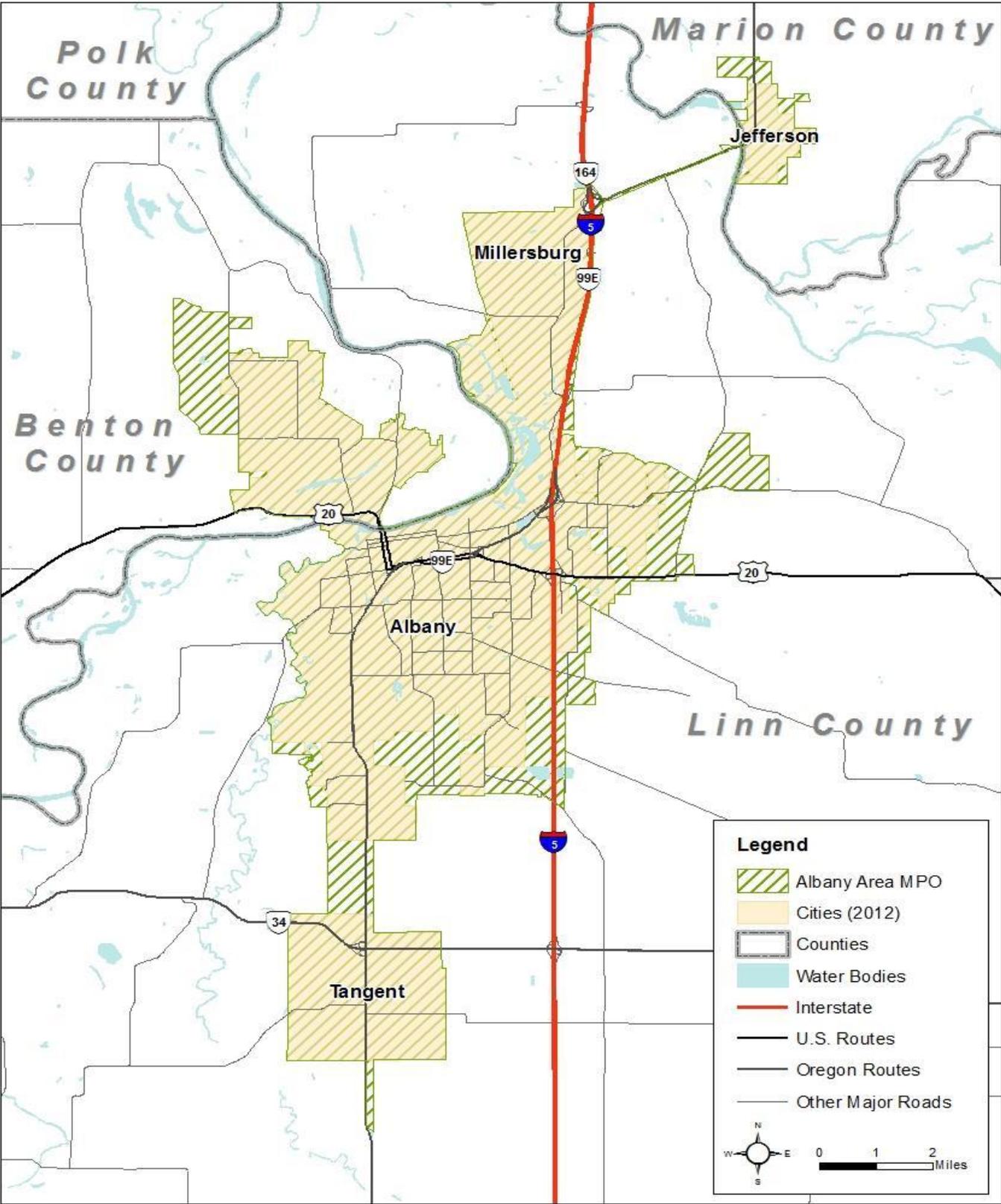
* Note, this number is less than the total estimated in-kind amount. Excess in-kind match will be carried over to the next fiscal year.

FY23 Expenses

Cost	Amount	Percent of Total Budget
AAMPO Staff Payroll Expenses	\$200,000	62%
AAMPO Non-Payroll Expenses	\$71,000	22%
Advertising	\$1,000	
Board/Comm/Meeting Expense	\$1,000	
Contract Expense (OCWCOG & External)*	\$35,599	
Copying	\$500	
Dues and Memberships	\$1,000	
Legal Expenses	\$1,000	
Licenses and Fees	\$2,000	
Maintenance and Repair	\$1,000	
Overhead and Administration	\$16,448	
Postage	\$500	
Printing	\$500	
Rent	\$2,952	
Supplies	\$500	
Telephone	\$1,000	
Training	\$4,000	
Travel	\$2,000	
Special Project Pool	\$54,189	17%
AAMPO Tasks Sub-total	\$325,189	100%
Other Expenses (paid for with rollover funds)		
Albany Transit Operations Facility Design	\$131,688	
OHAS AAMPO Participation	\$75,000	
Total	\$531,877	

*Contract expenses include part time work from the COG Assistant Transportation Planner and GIS Specialist, in addition to external contact expenses.

APPENDIX A: AAMPO PLANNING AREA AND INTER-REGIONAL MAP



APPENDIX B: OTHER TRANSPORTATION PLANNING ACTIVITIES IN THE MPO AREA

The following is a list of concurrent transportation planning activities within the MPO Area:

1. South Albany Area Plan. A City of Albany led project that predominantly focuses on land use, some transportation elements will be addressed as well.
2. East Albany Plan Project. A City of Albany project, funded by a Transportation and Growth Management Program Grant, that will develop a refinement plan for the area of the City's urban growth boundary east of Interstate 5. Project objectives include, 1) updating the City's comprehensive plan and zoning to provide more precise land use designations and 2) improving the transportation network and updating the City's transportation system plan with design and location of transportation system needs required to support growth and respond to interchange upgrades.

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APPENDIX C: GLOSSARY OF ACRONYMS

ATS	Albany Transit System
AAMPO	Albany Area Metropolitan Planning Organization
CED	Community and Economic Development Department of OCWCOG
CPT-HSTP	Coordinated Public Transit-Human Service Transportation Plan
CTS	Albany Transit System
CWACT	Cascades West Area Commission on Transportation
DEQ	Department of Environmental Quality
DLCD	Department of Land Conservation and Development
GHG	Green House Gases
FAST	Fixing America's Surface Transportation
FHWA	Federal Highway Administration
FTA	Federal Transit Administration
FY	Fiscal Year
IGA	Intergovernmental Agreement
ITS	Intelligent Transportation System
MAP-21	Moving Ahead for Progress in the 21 st Century
MPO	Metropolitan Planning Organization
MTIP	Metropolitan Transportation Improvement Program
OCWCOG	Oregon Cascades West Council of Governments
ODOT	Oregon Department of Transportation
OSU	Oregon State University
PL Fund	Funds allocated to Metropolitan Transportation Planning activities
RTP	Regional Transportation Plan
ROI	Return on Investment
SAFETEA-LU	Safe, Accountable, Flexible, Efficient, Transportation Equity Act, a Legacy for Users
Section 5303	FTA's program of financing transit planning activities of MPOs
5307	FTA's program of financing urban transit systems
Section 5310	FTA's program of financing transit for the elderly and people with disabilities
Section 5311	FTA's program of financing rural transit services
	SHRP Strategic Highway Research Program
STF	Special Transportation Fund
STIP	Statewide Transportation Improvement Program
STBGP	Surface Transportation Block Grant Program
TAC	Technical Advisory Committee
TDP	Transit Development Plan
TGM	Transportation Growth Management
TIP	Transportation Improvement Program
TPAU	Transportation and Planning Analysis Unit of ODOT
TSP	Transportation System Plan
UPWP	Unified Planning Work Program
USC	United States Code
USDOT	United States Department of Transportation

APPENDIX D: FHWA AND FTA JOINT PLANNING EMPHASIS AREAS

FHWA and FTA issued new, joint Planning Emphasis Areas (PEAs) in December 2021. These updated Planning Emphasis Areas are intended to be used by metropolitan planning organizations, state departments of transportation, transit agencies, and federal land management agencies in their Unified Planning Work Programs and State Planning and Research Work Programs. The link below provide additional information about the new PEAs.

<https://www.transit.dot.gov/regulations-and-programs/transportation-planning/2021-planning-emphasis-areas>

Task	Tackling the Climate Crisis	Equity and Justice 40	Complete Streets	Public Involvement
TASK 100: Program Management				
110: MPO Operation				
120: MPO Administration	X			X
130: Annual Document Review				X
140: MPO Education and Training		X	X	
TASK 200: Long Range Transportation Planning				
210: RTP Update	X	X	X	X
220: Technical Assistance to Communities	X		X	
TASK 300: Inter-Regional Transportation Planning				
310: CAMPO Coordination				
320: Transit Planning	X	X	X	
330: Transit Workforce Study	X			
340: Travel Modeling and OHAS				
TASK 400: Transportation Programming				
410: TIP Amendments				X
420: FY 2024-2027 STIP			X	X
TASK 500: Special Projects				
510: Highway 20/34 Corridor Planning Study	X	X	X	X
520: OHAS Funding Set-Aside				
530: Special Project Pool				

Task	Strategic Highway Network	Federal Land Management Agency Coordination	Planning and Environment Linkages	Data in Transportation Planning
TASK 100: Program Management				
110: MPO Operation				
120: MPO Administration	X			X
130: Annual Document Review				X
140: MPO Education and Training		X	X	
TASK 200: Long Range Transportation Planning				
210: RTP Update	X	X	X	X
220: Technical Assistance to Communities				
TASK 300: Inter-Regional Transportation Planning				
310: CAMPO Coordination			X	
320: Transit Planning Coordination & Assistance			X	X
330: Transit Workforce Study			X	X
340: Travel Modeling and OHAS				
TASK 400: Transportation Programming				
410: TIP Amendments	X			X
420: FY 2024-2027 STIP	X			
TASK 500: Special Projects				
510: Highway 20/34 Corridor Planning Study	X	X	X	X
520: OHAS Funding Set-Aside				
530: Special Project Pool				

APPENDIX E: FY2024-27 MTIP/STIP DEVELOPMENT SCHEDULE

FY 2024-2027 MTIP/STIP Development Schedule			
Year	Month	AAMPO Tasks/Deadlines	ODOT Tasks/Deadlines
2022	April	* Request transit 5307 and 5310 projects from transit agencies, work to draft projects	Finalization of Scoping; Project Selection
	May	* Confirm evaluation criteria	Finalization of Scoping; Project Selection
	June	* Create project solicitation form * If needed: Confirm evaluation criteria	Finalization of Scoping; Project Selection
	July	* Cushion month	Finalization of Scoping; Project Selection
	August	* Cushion month	STIP-FP open for Draft STIP entry
	September	* Call for projects from TAC * Send transit projects, MPO annual planning projects, and STBG bucket projects to ODOT for entry into draft STIP	STIP-FP open for Draft STIP entry
	October	* Present evaluated list of projects to TAC. May eval prior or with group * Compile prioritized project list and post for public review	STIP-FP open for Draft STIP entry
	November	* Review public comments with TAC, edit project list as appropriate * TAC approval to send prioritized list to Policy Board * Policy Board approval of prioritized project list	STIP-FP locked down for changes
	December	* Draft MTIP document * Review MTIP document with TAC and Policy Board	Financial Constraint Occur Draft STIP Prepared for OTC
	2023	January	* Policy Board approval of MTIP Document
February		* Cushion month	STIP/MTIP (including AQCD) Public Comment Period
March		* Send projects from MTIP to ODOT / work with ODOT on project entry if needed	Minor adjustments or project removals to Draft STIP/MTIP based on public input; redemonstrate financial constraint
April			STIP-FP locked down for changes
May			
June			Final MTIPs Approved
July			OTC adopts final 24-27 ST MTIPs signed by Governor STIP to FHWA/FTA
August			
September			USDOT approval of final 24-27 STIP

APPENDIX F: IN-KIND MATCH OVERVIEW

The purpose of this appendix is to outline in-kind match funding as shown in the Fiscal Year (FY) 2023 Albany Area MPO Unified Planning Work Program (UPWP). The Albany Area MPO Unified Planning Work Program (UPWP) show the details for the tasks one through five as listed below in the “FY23 Budget by Fund Source” table. This table is also included in Section V of the UPWP above.

FY23 Budget by Fund Source

Task	Task Budget Total (Personnel + Non-Payroll + Contracted Staff)	PL Funds	FTA 5303 Funds	PL Match Funds (10.27% from ODOT)	5303 Match (10.27% from in- kind)
Task 100: Program Management	\$62,000	\$55,633	\$0	\$6,367	\$0
Task 200: Long Range Transportation Planning	\$85,000	\$76,271	\$0	\$8,730	\$0
Task 300: Inter-Regional Transportation Planning	\$50,000	\$0	\$44,865	\$0	\$5,135
Task 400: Transportation Programming	\$24,000	\$21,535	\$0	\$2,465	\$0
Task 500: Special Projects	\$310,877	\$98,815	\$180,134	\$11,310	\$20,617
Total SFY23 Budget	\$531,877	\$252,25	\$224,999	\$28,872	\$25,752*

* Note, this number is less than the total estimated in-kind amount. Excess in-kind match will be carried over to the next fiscal year.

The following sections provide additional detail on in-kind match by source.

AAMPO Technical Advisory Committee Meetings

- 11 TAC meetings at 1.5 hours per meeting
- \$60/hour loaded rate per staff person
- \$16/hour for elected official volunteer time
- Total: \$5,214

AAMPO TAC MEETINGS		
Jurisdiction	Loaded rate/hour	Rate for eleven 1.5-hour TAC meeting
Albany	\$60	\$990
Millersburg	\$60	\$990
Jefferson	\$16 (elected official)	\$264
Tangent	\$60	\$990
Benton County	\$60	\$990
Linn County	\$60	\$990
Total		\$5,214

AAMPO Policy Board Meetings

- 11 Policy Board meetings at 1.5 hours per meeting
- \$16/hour for elected official volunteer time
- Total: \$1,848

AAMPO POLICY BOARD MEETING		
Jurisdiction	Loaded rate/hour	Rate for eleven 1.5-hour Policy Board meetings
Albany	\$16	\$264
Millersburg	\$16	\$264
Jefferson	\$16	\$264
Tangent	\$16	\$264
Benton County	\$16	\$264
Linn County	\$16	\$264
Citizens' Representative	\$16	\$264
Total		\$1,848

Other In-Kind Sources**Albany Transit Match**

Provided quarterly by Albany Transit System Business Manager. Includes meetings, document review, and other tasks. Total of \$4,000

Albany Transit Operations Facility Match

Cash match of \$13,524 provided by the City of Albany for preliminary engineering and design of new transit operations facility. Total of \$13,524

US20/OR34 Planning Study (split with CAMPO)

10 staff people over 3 meetings, 2 hours long each. Approximately \$3,600 split between AAMPO and CAMPO. AAMPO total of \$1,800

Overall In-Kind Breakdown

Item	Amount
11 TAC Meetings	\$5,214
11 Policy Board Meetings	\$1,848
Albany Transit Match	\$4,000
Albany Transit Operations Facility Match	\$13,524
US20/OR34 Planning Study Match	\$1,800
Total	\$26,386
In-kind match need for SFY 2023	\$25,752
Expected in-kind roll over to SFY 2024	\$634

APPENDIX G: SUMMARY OF COMMENTS

See comment tracker following this page

DRAFT