

Fiscal Year 2024 Unified Planning Work Program Annual Report

IGA #7937-01

July 1, 2023 – June 30, 2024

Albany Area Metropolitan Planning Organization



Semi-Annual Report Submitted January 17th, 2024
Annual Report Submitted October 23rd, 2024, by:

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Introduction

This progress report summarizes the work conducted by Albany Area MPO (AAMPO) between July 1, 2023, and June 30, 2024. This annual report is required through the Intergovernmental Agreement (IGA) with the Oregon Department of Transportation (ODOT), which provides the primary funding for the Unified Planning Work Program (UPWP) as a pass through from the Federal Highway Administration (FHWA).

About Albany Area MPO

The Albany Area Metropolitan Planning Organization (AAMPO) was formed in 2013 to serve as the Metropolitan Planning Organization (MPO) for the Albany Urbanized Area and to facilitate continuing, comprehensive, and cooperative transportation planning within the urbanized area. AAMPO members include the City of Albany, City of Jefferson, City of Millersburg, City of Tangent, Linn County, Benton County, and ODOT.

AAMPO is staffed by the Oregon Cascades West Council of Governments (OCWCOG). Staffing for AAMPO includes a full-time Transportation Planner, with assistance from the Community and Economic Development Executive Administrative Assistant, Transportation Planning Manager, CED Director and/or other planning staff. OCWCOG staff provide fiscal, technological, and administrative support. Consultants may also be brought on to assist, particularly for large tasks.

As part its planning activities, AAMPO produces an annual Unified Planning Work Program (UPWP) outlining planning activities to be performed during the state fiscal year. The UPWP must describe planning activities including deliverables, cost estimates, federal fund allocations, and the lead agency for each work item. To ensure efficient implementation of the UPWP, MPO staff prepares a mid-year progress report outlining activities and accomplishments, as well as an annual report. Accomplishments listed in this report correspond to tasks outlined in the FY24 UPWP. For reference it may be useful to have the FY24 UPWP to read concurrently with this annual report. The FY24 UPWP is available on [AAMPO's website](#).

FY 2024 Overview

FY24 saw staff preparing to merge MPOs with the Corvallis Area MPO. It is encouraged at the federal level for MPOs that share work products to formally merge, but there are few examples nationwide. This process has seen staff working with ODOT to ensure that administrative funds from 5303 and PL funding sources would not decrease beyond the efficiencies gained from merging the Albany Area and Corvallis Area MPOs, and that no funds would be lost that are currently going directly to transit partners and communities. In addition, AAMPO has continued to work on those tasks outlined in its FY24 UPWP such as, increasing coordination with sister agency CAMPO, participating on the Linn-Benton Loop TAC and Governing Board, and remaining involved with several state modeling groups such as ODOT's TPAU, OMUG, and OMSC.

Other accomplishments in FY24 include:

- Finishing and approving the AAMPO 2043 Regional Transportation Plan (RTP) completed by staff in-house, saving an estimated \$150,000 versus contracting out.
- Chairing of the Cascades West Area Commission of Transportation, involved in statewide transportation system planning.
- Worked with CAMPO on a Joint Title VI Plan that was well received by ODOT's Title VI and Environmental Justice office.

AAMPO Membership, FY 2024

Policy Board

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

Technical Advisory Committee (TAC)

Gary Stockhoff	Benton County
Daineal Malone	Linn County
Walt Perry	City of Jefferson
Chris Cerklewski (Chair)	City of Albany
Joe Samanigo (Vice Chair)	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 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
Billy McGregor	Transportation Planner
Emma Chavez	Operations Supervisor

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Summary of Tasks

Task 100: Program Management

MPO Program Management involves the coordination of all MPO activities necessary for daily operations and adherence to applicable state, federal and local regulations. This includes program administration, coordination of the MPO Policy Board and Technical Advisory Committee (TAC), public involvement, fiscal management, development of the UPWP, staff travel and training, interagency and inter-jurisdictional coordination, and participation in regional and statewide planning efforts.

Tasks Completed:

Administration

- Implemented FY24 UPWP and prepared required mid-year progress report.
- Prepared and Adopted FY25 UPWP, following public outreach. Assembled and submitted required match documentation.
- Facilitated 6 Policy Board meetings and 4 Technical Advisory Committee meetings.
- Co-hosted regular joint TAC and Policy Board meetings between AAMPO and CAMPO.
- Completed updates of AAMPO webpage(s) at www.ocwcog.org/transportation/aampo.
- Facilitated ongoing member communications related to funding opportunities, such as federal grants related to BIL funding.
- Attended regular OCWCOG meetings, including transportation planning staff meetings, to facilitate regional coordination on transportation planning efforts.

Outreach and Title VI Efforts

- Submitted annual Title VI Accomplishment Report on September 29, 2023 to state and federal partners.
- Ongoing implementation of Public Participation Plan, including email announcements to Interested Parties, meeting notifications in local paper(s), and direct outreach to stakeholders.
- Included Title VI / Non-Discrimination notices in applicable documents and on the AAMPO website. No Title VI complaints were received.
- Worked with CAMPO to create a joint AAMPO-CAMPO Title VI plan which was well received by the ODOT Title VI office.

Intergovernmental Collaboration

- Participated in Oregon MPO Consortium, MPO and Transit Providers meeting, STIP Coordinators Group, and CWACT.
- AAMPO staff serves as the CWACT TAC chair, contributing to discussion on regional project priorities.
- Began the process of merging MPOs at the direction of the AAMPO and CAMPO Policy Boards.

Tasks to be Continued into FY25

- Continue to host and refine scope for biannual joint TAC and Policy Board meetings for CAMPO and AAMPO throughout the merger process.
- Update of Public Participation Plan (PPP) to be used as a joint plan for both AAMPO and CAMPO.
- Moving the hosting of AAMPO's webpage and redesigning it to mirror CAMPO's webpage.

Task 200: Long Range Transportation Planning

This task includes activities related to the development and maintenance of the Regional Transportation Plan and other long and short-range planning efforts as directed by the Policy Board. This includes providing technical assistance to AAMPO member communities when needed.

Tasks Completed:**Transportation Planning**

- Finalized the 2043 RTP using in-house staff for both writing and GIS, with minimal work contracted out of house.
- Continued work with CAMPO and ODOT's TPAU to update the CALM travel demand model used in both CAMPO and AAMPO RTP updates.
- Began work on the Albany Transit Service (ATS) Zero Emission Vehicle (ZEV) Fleet Transition Plan with partners at Pacific Power and ATS.

Technical Assistance

- Provided federal grant opportunity updates during TAC and Policy Board meetings.
- The AAMPO TAC is continuing work with the Department of Land Conservation and Development (DLCD) and the Oregon Department of Transportation (ODOT) on CFA implementation.

Tasks to be Continued into FY25

- Work plan continuing due to partner staffing disruption. Planning completion to be finalized by FY25 LOW/NO Grant cycle.
- Continue monitoring the CALM model maintained by ODOT's TPAU and used by AAMPO/CAMPO and public applicants for traffic modeling in the Corvallis-Albany-Lebanon model area.
- With CAMPO staff continue to monitor each MPOs RTP implementation and share progress and best practices.
- Continue to monitor statewide best practices and guidance with regard to performance measures, including future RTP updates.
- Continue with Strategic Assessment planning.

Task 300: Inter-Regional Transportation Planning

Albany Transit Service is the primary transit provider for the AAMPO area, with designated Statewide Transportation Improvement Fund (STIF) agencies providing additional services throughout Linn, Benton and Marion Counties. This task includes efforts to assist and coordinate with these and other public transportation providers as they serve the MPO area.

Tasks Completed:**CAMPO Coordination**

- Continued regular meetings between AAMPO staff, CAMPO staff, and Albany Transit System staff to discuss issues of joint importance.
- AAMPO and CAMPO continue to discuss issues of congestion, safety, and mobility along the Highway 20 corridor with focus on the in-progress Albany to Corvallis bicycle and pedestrian path.
- Prepared a joint Title VI plan with CAMPO in the effort to align core documents between the agencies.
- Held a joint meeting of the two MPO Policy Boards.
- Continued work, as directed by the AAMPO and CAMPO Policy Boards, on a potential merger of the two MPOs into one regional MPO.

Linn-Benton Loop – Coordination and Planning Support and Regional Transit Coordination

- AAMPO Staff continue to participate as a member of the Linn Benton Loop TAC, discussing implementation of the expanded Loop service and funding recommendations.
- With CAMPO, continued work on design and construction plans of the STIF and State Grant funded transit/mobility hubs projects at both Oregon State University and one at Linn-Benton Community College.
- With CAMPO, released a transit operator workforce study to participating transit agencies in Albany and Corvallis.

Albany Transit System

- Saw ATS Transit Facility project canceled. Supported ATS in acquisition of new bus facility at 430 11th Ave SE, a former Albany public schools bus facility within the city.

Tasks to be Continued into FY25

- Assist Linn Benton Loop with transit hubs development and construction.
- Bimonthly transit meeting between AAMPO and Albany Transit System.
- Continue to work with CAMPO to align core documents, and share funding and education opportunities.
- Continue to meet joint AAMPO/CAMPO Policy Board expectations in facilitating the merger of the two MPOs.

Task 4: Transportation Programming
This task includes near-term activities related to the development and maintenance of the Metropolitan Transportation Improvement Program, including prioritization and programming of projects for federal Surface Transportation Block Grant (STBG) funds.
Tasks Completed:
Transportation Improvement Program
<ul style="list-style-type: none"> • Worked with ODOT staff on amendments to 2021-24 and 24-27 STIP. • Worked with ODOT staff to accomplish 24-27 STIP balancing amendments.
Tasks to be Continued into FY25
<ul style="list-style-type: none"> • Continue working on amendments to the FY24-27 MTIP/STIP as needed. • Working with the state on the development of the 2027-2030 MTIP/STIP. • Obligate STBG funds as needed. • Annual Listing of Obligated Projects.

Budget Summary

The Albany Area MPO finished the year spending \$247,812.85 out of an allocated \$252,326.24. Of this, \$4,717.41 of funds remained for carryover/savings and \$6,108.01 was contributed as In-Kind services. In-Kind services are not calculated as cash/funds.

AAMPO staff worked to adjust time coding to correct for overspent tasks in previous years.

Item	TASK					Total
	I	II	III	IV	V	
Budgeted Amount	\$97,460	\$70,000	\$61,460.86	\$25,000	\$4,717.41	\$252,326.24
Amount Expended	\$97,460	\$70,000	\$55,352.85	\$25,000	\$0	\$247,812.85
Percent Expended	100%	100%	90.1%	100%	0%	95.8%
Difference	-	-	\$6,108.01	-	\$4,717.41	\$4,717.41