



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

Technical Advisory Committee Meeting Thursday, February 16, 2023 9:00 am to 11:00 am

VIRTUAL MEETING: VIDEO/CALL-IN AVAILABLE

Via Teams by clicking [HERE](#)

Meeting ID: 262 017 376 794

Passcode: icKYpY

Mobile One Click Number

[+1 872 242 8088](tel:+18722428088)

Contact: Billy McGregor, bmcgregor@ocwcog.org

AGENDA

- | | | | |
|---|-------|---|-------|
| 1 | 9:00 | Call to Order, Agenda Review, and Roll Call | Staff |
| 2 | 9:10 | Public Comments | Chair |
| 3 | 9:15 | Approve minutes of January 19, 2023 (Attachment A) | Chair |
| | | <i>Action: Decision on minutes</i> | |
| 4 | 9:20 | RTP Goal Objectives (Attachment B) | Staff |
| | | Objectives have been looked at and commented on once by both the TAC and Policy Board and changes reflect these comments. | |
| | | <i>Action: Approval of revised Goals and Objectives</i> | |
| 5 | 10:00 | UPWP Review (Attachment C) | Staff |
| | | Review of AAMPO 2024 UPWP draft. | |
| | | <i>Action: Information and Discussion</i> | |
| 6 | 10:40 | STIP Administrative Amendment (Attachment D) | Staff |
| | | TAC review of changes to the STIP requiring TAC only approval. | |
| | | <i>Action: Approval of amendments</i> | |
| 7 | 10:50 | Jurisdictional Updates/Other Business | All |
| 8 | 11:00 | Adjournment | Chair |
| | | Next meeting: Thursday, March 16, 2023 | |

Meeting facilities are accessible to persons with disabilities. If you will need any special accommodations, please contact Ashlyn Muzechenko at least 72 hours prior to the meeting. Ashlyn can be reached at 541-812-2002. TTY/TTD 711.

ATTENDANCE (FOR QUORUM PURPOSES)

TAC Members	Jurisdiction	Attendance
David Watkins	City of Jefferson	
Janelle Booth	City of Millersburg	
Chris Cerklewski (Chair)	City of Albany	
Joe Samaniego (Vice-Chair)	City of Tangent	
Daineal Malone	Linn County	
Gary Stockhoff	Benton County	
James Feldmann	Oregon Department of Transportation	

Quorum Requirement: *Official action may be taken by the committee when a quorum is present. A quorum shall exist when the majority of voting members of the Committee are present. If a member of the TAC is unable to participate in a TAC meeting, that member may designate an alternate to participate in his/her place. The alternate shall declare their status at the start of the meeting.*

- AAMPO Technical Advisory Committee Bylaws, Section 6: Meetings, Subsection F: Quorum

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Albany Area Metropolitan Planning Organization (AAMPO)
AAMPO TAC Virtual Meeting with Microsoft Teams Technology

Thursday January 19, 2023

9:00 am – 11:00 am

DRAFT MINUTES

TAC Members	Jurisdiction	Attendance
David Watkins	City of Jefferson	Yes
Janelle Booth	City of Millersburg	Yes
Chris Cerklewski (Chair)	City of Albany	Yes
Joe Samaniego (Vice-Chair)	City of Tangent	Yes
Daineal Malone	Linn County	Yes
Gary Stockhoff	Benton County	Yes
James Feldmann	Oregon Department of Transportation	Yes

Guests: Walt Perry, Kevin Laxton, Cambria Grace, Jennifer Boardman

Staff: Transportation Manager Nick Meltzer, AAMPO Assistant Planner Billy McGregor, and CED Administrative Assistant Ashlyn Muzechenko

TOPIC	DISCUSSION	DECISION / CONCLUSION
<p>1. Call to Order, Chair and Vice-Chair Elections, Roll Call</p>	<p>Chair Janelle Booth called the meeting to order and shortly after Staff Billy McGregor conducted a roll call.</p> <p>Walt Perry nominated Chris Cerklewski for the AAMPO TAC Chair. Gary Stockhoff seconded. The motion was passed unanimously.</p> <p>James Feldmann nominated Joe Samaniego for Vice-Chair. Janelle Booth seconded. The motion passed unanimously.</p>	<p>Meeting called to order at 9:00am by Janelle Booth</p>
<p>2. Public Comments</p>	<p>There were no public comments made to the AAMPO TAC.</p>	
<p>3. Approve minutes of November 17, 2022 (Attachment A)</p> <p>ACTION: Decision on Minutes</p>	<p>Walt Perry had an edit to the minutes, a spelling error on page three of the minutes that should be “quiet” instead of “quite”.</p> <p>James Feldmann noted that the minutes could be less detailed, and Janelle Booth agreed.</p> <p>Staff Nick Meltzer confirmed that it would be taken into consideration to have less detailed minutes.</p> <p>Staff Billy McGregor noted that as the AAMPO planner he has considered posting the meeting videos to the website.</p> <p>James Feldmann noted that it would be preferred to not post the meeting videos, however they could be made available to interested parties upon request.</p> <p>Daineal Malone moved to approve the November 17, 2022, AAMPO TAC minutes with corrections and Janelle Booth seconded. Motion passed unanimously.</p>	<p>Daineal Malone moved to approve the November 17, 2022, AAMPO TAC minutes with corrections and Janelle Booth seconded. Motion passed unanimously.</p>
<p>4. TIP Adjustments (Attachment B)</p> <p>Action: Information</p>	<p>Staff Billy McGregor introduced attachment B. McGregor noted there were two TIP adjustments that were made by staff: one on Queen Ave and one on the Albany to Corvallis Trail.</p>	

<p>5. TIP Amendments (Attachment C)</p> <p>Action: Discussion and Decision</p>	<p>Staff Billy McGregor shared that attachment C is seeking discussion and approval from the TAC. The first amendment is adding anew project. The second is increasing construction phase funding, and the next 6 amendments are removing duplicate projects out of the STIP.</p> <p>Chair Chris Cerklewski asked for the name of the bridge in the first project listed in the amendments.</p> <p>Daineal Malone had a question also about that same project as to what the description meant.</p> <p>Janelle Booth noted that the project in question just got funded with a second round of bridge scoping, and it is the talking water gardens bridge.</p> <p>Daineal Malone added that it isn't for certain if this project will be on the STIF or not, and will not know until March.</p> <p>James Feldmann noted that the drafts had not been released yet, but it should go with the assumption that the project will be in the STIF.</p> <p>Walt Perry added that the movement is appropriate for these projects. Perry moved to send the amendments to the Policy Board and Janelle Booth seconded. Motion Passes unanimously.</p>	<p>Walt Perry added that the movement is appropriate for these projects. Perry moved to send the amendments to the Policy Board and Janelle Booth seconded. Motion Passes unanimously.</p>
<p>6. AAMPO RTP Schedule Update and Goal Objectives (Attachment D)</p> <p>Action: Information and Discussion</p>	<p>Staff Billy McGregor shared attachment D, and the updates on the goals and objectives process.</p> <p>Chris Cerklewski had one comment on item C for the first goal as it makes a reference to Chirpers, and those aren't used anymore. Cerklewski advised Instead it should be a tactile pedestrian cross button.</p> <p>Walt Perry asked about Chirpers for the sight impaired, and does new equipment allow for those.</p>	

	<p>Chair Chris Cerklewski noted that the new equipment is a button with a braille arrow that allows for which crosswalk the button refers to. There is also a vibrate and a voice message that is used.</p> <p>Janelle Booth noted that there is a lot of language that is throughout the city, however it should be updated to represent the whole RTP instead of just city Tsps. Booth also asked about design standards being updated as it was listed in goal one.</p> <p>Staff Billy McGregor noted that these were mentioned in multiple plans, and the intent in the AAMPO region would be that the individual localities would keep this information in mind in regard to accessibility.</p> <p>Janelle Booth added that the word ensure is in all of the TSPs however usually the language is a little less “ensuring”, and it would be better not to “promise” anything.</p> <p>Staff Nick Meltzer agreed it should use language such as assist and support instead of ensuring.</p> <p>Janelle Booth shared that in goal three, other TSPs aren’t identified in the cities Tsps.</p> <p>Chair Chris Cerklewski agreed saying that TSPs are bigger picture.</p> <p>Staff Billy McGregor noted that staff will work to make the language more generalized.</p> <p>Walt Perry asked if it should also include rounding as there are some projects that are interregional. Perry noted that it should list things not only in the region, but extend the transit capabilities to outside of the region as well.</p> <p>Nick Meltzer noted that it is an easy edit, and revise the goal language to partner with local and state agencies both internally and externally to the AAMPO region.</p>	
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	<p>Janelle Booth shared that the section E of the next goal, didn't match up with the regular goal language.</p> <p>Janelle Booth noted that the language in goal 6 doesn't tie to anything specific, and she isn't sure what it fully means.</p> <p>Chris Cerklewski added that he interprets it to be a balance, and support of the design things to take in the surroundings as a perspective.</p> <p>Chris Cerklewski and Janelle Booth noted that the work balance would work better than the word acceptable.</p> <p>Walt Perry asked about how this would work with 5 other TSPs with their own goals. Perry noted that Albany shouldn't be able to tell Millersburg or Tangent that they have to do something because they have that language listed in the AAMPO and the Albany TSP.</p> <p>Staff McGregor noted that the language needs to meet everyone's needs and it could be made to be broader and more generalized.</p> <p>Staff Nick Meltzer noted that they way he looks into it is this is a regional goal as well as a local goal.</p> <p>Walt Perry noted that today's language isn't an issue, it's how 5 years from now it may be interpreted.</p> <p>Chris Cerklewski noted that none of the goals say "shall" and shouldn't be used to make anything forcefully happen.</p> <p>Janelle Booth noted that balance means something different in Albany, Millersburg, and Jefferson.</p> <p>Staff Billy McGregor noted this is the first RTP that has been done by staff and not contracted out.</p>	
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	<p>Daineal Malone noted that this plan will reduce things, however members agreed they are uncertain of how this plan will specifically reduce anything.</p> <p>AAMPO TAC members noted that the language should read something similar to striving to reduce.</p> <p>Janelle Booth noted that on part C there is a specific goal to have in an RTP as a whole as it is referencing hospitals and dentists, and it should instead be changed to healthcare facilities as this is more based on active transportation.</p> <p>Staff Billy McGregor noted that this should be tied into active transportation and the different facilities that they connect with.</p> <p>Walt Perry asked how of these facilities that were previously listed, have facilities for bike riders, or other transportation options such as bus routes, or have other alternative methods of travel.</p> <p>Staff Billy McGregor noted that if someone wanted to provide funds to increase bike racks to be in front of dentist offices. McGregor noted that if there aren't improvements to the sidewalks people will continue to do what they can even if it endangers itself.</p> <p>Janelle Booth noted that if the language was changed or broadened, it could be more acceptable.</p> <p>Janelle Booth shared that the last goal statement E would fit better under the economy section. Booth added one question about who is adopting the standard for mobility and how is it applied.</p> <p>Staff Billy McGregor noted that the goal will probably be removed.</p> <p>Daineal Malone asked about statement D under this goal.</p> <p>Chair Chris Cerklewski noted that a conflict would be driveways and intersections.</p>	
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	<p>Multiple AAMPO TAC members shared that the language on statement D is conflicting itself.</p> <p>Staff Nick Meltzer shared that removing D and E could be an option, or the language could just be updated in those goal statements.</p> <p>Walt Perry noted that there needs to be a “you are here” sign to help navigate the different corridors for tourists.</p> <p>Multiple AAMPO TAC Members asked for more wayfinding signage to be strived for in order to target active transportation users.</p> <p>Janelle Booth asked about congestion and specifically addressing similar issues.</p> <p>Staff Billy McGregor noted that if the members feel that should be included, then including it in the RTP can be done.</p> <p>James Feldmann noted that statement E could be addressing congestion, however the way it reads is impossible for the RTP to set those standards. Feldmann recommend rephrasing E and have it modified.</p> <p>Daineal Malone asked if the statement could go under efficiency instead of travel and tourism.</p> <p>Staff Billy McGregor noted that members are welcome to email suggestions and feedback to him for changes as well.</p> <p>Staff Billy McGregor shared the maps created for AAMPO's RTP region.</p> <p>James Feldmann noted that the north end of Jefferson is showing as dense as central Albany.</p> <p>Walt Perry confirmed the density does not seem to be accurate on the map.</p>	
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	<p>James Feldmann added that the census used should be noted on the legend. Walt Perry agreed.</p> <p>Kevin Laxton, Member of the public, noted that the formatting consistency on the maps are not the same.</p> <p>Janelle Booth added that the boundary lines for the MPO seemed to have changed.</p> <p>Staff Nick Meltzer noted that the map should show the MPO boundary, however it appeared the map is showing the UBG boundary.</p> <p>James Feldmann noted that there is a senior development home that didn't appear to be shown fully on the map.</p> <p>Kevin Laxton, member of the public, asked about how the ranges for percentages in the legends determined.</p> <p>Walt Perry asked how these will be maintained to be accurate.</p> <p>Kevin Laxton, member of the public, clarified the percentages were a bit different in the numbers were different. The total range from one color set to another was inconsistent.</p> <p>Staff Nick Meltzer noted that due to mapping software it is often auto assigned. However, it could make the details harder to understand.</p> <p>Cambria Grace, Member of the Public, asked about the mapping being in-between 600 and 3,000 as that is the terms of a block group. Grace noted that it could be misleading to the public who reads these maps.</p> <p>Staff Nick Meltzer shared that the maps could be updated with a description to explain why the data is presented as it is.</p> <p>Walt Perry asked if these maps would continue to be updated and Staff Billy McGregor confirmed that staff should be able to keep it updated.</p>	
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<p>7. Jurisdictional Updates/Other Business</p>	<p>AAMPO Updates:</p> <p>Staff Nick Meltzer noted that in the February meeting the STBG project funds will be ranked.</p> <p>James Feldmann inquired about the Bike Ped Plan.</p> <p>Staff Nick Meltzer noted that a meeting with ODOT would be created, and a discussion would be made before the plan is brought back to AAMPO's Board and TAC.</p> <p>Staff Nick Meltzer added that CED is exceptionally short staffed currently, as CED is missing the Director and two planners.</p> <p>Jurisdictional Updates:</p> <p>Walt Perry for the city of Jefferson shared that he is no longer the councilor, however he will be on the planning commission and associated with AAMPO. Dave Watkins will be the primary for the TAC and Walt will be the alternate. Perry added that this evening there will be a Jefferson City Council and planning commission meeting to go over developing code changes.</p> <p>Dave Watkins shared that he has been on the city council for 5 years, and has been on the planning commission for a while too. Watkins noted that there are some safety issues that are being pushed decently hard right now.</p> <p>Janelle Booth for Millersburg shared that the intermodal facility is up and running and there is an industrial development and transportation utility project that are in 30% design stage.</p> <p>Chris Cerklewski noted the city of Albany is in the process of updating their capital improvement program which will be in the works over the next 5 years, and a draft version will come out over the next few months</p>	
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	<p>for public comment. Cerklewski shared that at this time there is no updates on the East Albany Plan.</p> <p>Joe Samaniego shared that for Tangent, the update on the TSP has been started with the TGM grant they received. Samaniego noted they are still trying to fill Greg Jone's spot on the AAMPO Policy Board.</p> <p>Daineal Malone noted for Linn County that they are working with Millersburg on industrial development on Old Salem Road.</p> <p>Gary Stockhoff had to leave early so there was not an update given for Benton County.</p> <p>James Feldmann shared that the Jefferson Great Streets grant program is moving along and there are ADA ramp funds that could potentially be leveraged as well. Feldmann noted that great streets will help with walking, biking, and landscape opportunities that would go from the bridge to first avenue. James Feldmann noted that this is a really competitive grant.</p>	
8. Adjournment	The next AAMPO TAC Meeting is scheduled for Thursday, February 16, 2023.	Meeting was adjourned at 10:45 am by Chair Chris Cerklewski.

MEMORANDUM

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



Date: February 9, 2023
To: AAMPO Technical Advisory Committee
From: Billy McGregor, AAMPO Transportation Planner
Re: **Regional Transportation Plan: Draft Objectives v2**

This memorandum contains an overview of draft objectives prepared for the 2043 AAMPO Regional Transportation Plan (RTP). The goals and objectives have been reviewed by both the Technical Advisory Committee and Policy Board; this memo contains their collective edits in an effort to finalize the goal and objective language.

Background

Project selection in the RTP will be guided in part by the MPO's preferred goals for 2043. The MPO has pulled five applicable objectives for each goal from a pool of 127, taken from five local transportation system plans (TSPs). These have now received Round One of feedback from the AAMPO TAC and Policy Board. The objectives have at the request of the Policy Board been compared with those from the CAMPO 2022 RTP. An order of importance/significance has not yet been determined.

Suggested Objectives

The following are the seven goals based on categories defined by the federal government and determined most important to the region by the TAC, with objectives associated to each goal. The objectives are taken from local Transportation System Plans within AAMPO's region and have been compared with objectives from CAMPO. Objective language has been changed to more appropriately represent the AAMPO region (ie. Replacing county with AAMPO, etc).

Goal 1: Provide an equitable transportation system that ensures mobility for all members of the community.

- a) Support implementation of standards to meet the requirements set forth in the Americans with Disabilities Act (ADA).
- b) Support a complete pedestrian and bicycle network throughout the MPO area.
- c) Promote equitable access to underserved, disenfranchised, and vulnerable populations in the transportation system.
- d) Identify areas that could support additional transit service, and work with transit providers to improve the coverage, quality, and frequency of services.

Goal 2: Support a safe and comfortable transportation system for all travel modes.

- a) Support design solutions that balance reducing congestion with improved safety for people walking and biking.
- b) Support the identification of truck routes to reduce commercial vehicle and neighborhood conflicts.
- c) Promote the installation of enhanced pedestrian crossings to improve safety of underserved and vulnerable populations.

- d) Promote projects that improve safety for all users and identify opportunities for including system management solutions.
- e) Help implement streetscape projects that enhance the comfort and aesthetics of the surrounding environment, promoting safe active transportation modes.

Goal 3: Ensure the transportation system meets existing and future needs through wholistic, context sensitive multimodal solutions.

- a) Promote the addition of streets or roads, as identified in AAMPO Member plans, to increase connectivity between isolated areas.
- b) Educate the region on the benefits of mixed use development and reducing trip length through improved land use.
- c) Promote Complete Street design principles, the use of ODOT's Blueprint for Urban Design, and FHWA's Safe Systems approach, for use in street design.
- d) Improve multimodal connectivity across physical and natural barriers (i.e. I-5, Willamette River, OR-34, etc.).
- e) Identify regional corridors of significance that are important to multimodal travel in the region.

Goal 4: Partner with local and state agencies on regional transportation issues.

- a) Collaborate with the Corvallis Area MPO to investigate inter-regional housing, employment and travel demands, and their impact on the transportation system.
- b) Pursue grants and collaboration with other agencies to efficiently fund transportation improvements and programs.
- c) Support statewide and regional transit opportunities, including high-speed rail and passenger rail. Coordinate with agencies external to the AAMPO region as appropriate.
- d) Coordinate transit services, facilities, and improvements with local jurisdictions within AAMPO.

Goal 5: Ensure the transportation system supports a prosperous local and regional economy that leverages strengths to compete globally.

- a) Support a freight system provides for the efficient movement of goods within and connecting to the AAMPO region.
- b) Identify transportation improvements that will enhance access to employment.
- c) Support reduced system lifecycle costs through asset based planning and preventative maintenance.
- d) Consider the increased cost of long commutes by populations that are unable to afford housing in more urban areas.
- e) Improve the resilience of the region's transportation system by planning for the protection of regionally critical facilities from catastrophic events and natural disasters.

Goal 6: Plan and design a transportation system to enhance livability and supports positive environmental health outcomes.

- a) Encourage minimized impacts to the scenic, natural and cultural resources within the region from transportation related projects.
- b) Help maintain roadway and intersection operations while considering environmental and land use impacts.
- c) Improve health and wellness of the general population by increasing active transportation choices and access to health care and related facilities.
- d) Support lifecycle reduction of total air contaminates and toxins by transportation projects.

- e) Support access to public spaces and encourage active transportation and social interaction.

Goal 7: Provide an efficient transportation system that facilitates the local and regional multimodal movement of people and goods.

- a) Support programmatic approaches for increased user transportation options, commute reduction, and travel demand management.
- b) Promote projects that support a comfortable and inviting downtown to promote regional tourism.
- c) Support connectivity between the various communities within the member region and nearby.
- d) Minimize conflicts between active transportation users and vehicles along high volume and/or high speed corridors, especially corridors with a multimodal focus.
- e) Help maintain a minimum level of freight and/or motor vehicle travel efficiency and by which land use amendments and development proposals can be evaluated.

Discussion and Next Steps

Staff believe the AAMPO goals are comparable with the CAMPO goals, yet still represent the needs and desires of the Albany Area. A few objectives previously missing from AAMPO's objectives were added after reviewing CAMPO's. Staff also reviewed objectives across all goals for redundancy and consistency. A few more modifications were made based on that effort.

Staff requests review and recommendation of revised goals and objectives for approval to Policy Board.

Fiscal Year 2024 Unified Planning Work Program (UPWP)

July 1, 2023 – June 30, 2024



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

Submitted April xx, 2023

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 2024 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 2024;

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 2023

APPROVED:

Darrin Lane, Policy Board Chair
Albany Area MPO

ATTESTED:

Billy McGregor, 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
Billy McGregor	Transportation Planner
Emma Chavez	Operations Supervisor
Ashlyn	CED Administrative
Muzechenko	Assistant

Address

Albany Area Metropolitan Planning Organization
 1400 SE Queen Ave, Suite 205
 Albany, OR 97322
 Phone: (541)-924-4548
 Fax: (541)-967-4651
www.Albanyareampo.org

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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, 2023 and June 30, 2024.

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 February 28 to March 14, 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 ten pedestrian fatalities between January 2016 and December 2020. Traffic crashes resulting in pedestrian and bicyclist injuries and 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.

SECTION III: AAMPO FY23 ACCOMPLISHMENTS

AAMPO's FY23 accomplishments, occurring between July 1, 2022 and June 30, 2023, 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 FY24 UPWP (March 2023).
- Continued implementation of Title VI Non-Discrimination Plan, including an Annual Accomplishments Report (October 2022).
- 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.

- Finished work on the Regional Transportation Plan (RTP), first started in 2021. The RTP is the AAMPO region's long range transportation plan, looking at a twenty year planning horizon.
- Finished work 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.
- Facilitated conversations between Albany Transit Service (ATS) and the City of Tangent to explore adding transit service to Tangent.

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.

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)	Adoption scheduled for Summer 2023	2028
FY 2024-2027 Metropolitan Transportation Improvement Program (MTIP)	Adoption scheduled for May 2023	Spring 2026
FY23 Unified Planning Work Program	Adoption scheduled for March 2023	January 2024
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 in June 2022	-
Tangent Transportation System Plan	Adopted in 2010	In progress
Millersburg Transportation System Plan	Adopted December 2016	-

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
 - Attend City of Albany Transportation Advisory Commission meetings
- 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
- Updating and maintaining the agency's website, including exploring alternative host platforms
- Attending organizational and personnel-related meetings
- Creation and maintenance of an MPO continuity of operations binder

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	\$55,000
120: MPO Administration	\$30,460
130: Annual Document Review	\$6,000
140: MPO Education and Training	\$6,000
Total	\$97,460

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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: Technical Assistance to Communities

AAMPO is continually working to better serve its communities. Understanding that many cities are understaffed and/or overworked, we propose 20 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: 150 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 220: AAMPO RTP Performance Monitoring

An update to the Albany Area MPO’s Regional Transportation Plan (RTP) was completed in summer 2023. The purpose of this work item is to continue placing staff effort on RTP implementation including dissemination of information about the plan and pursuit of project funding. Regular performance monitoring will also be performed as part of this work task.

Product: Development of high-level overview document summarizing the AAMPO RTP for elected officials and general public, progress funding projects listed in RTP, amendments to RTP as needed, ongoing performance monitoring and reporting

Schedule: Task is ongoing throughout the fiscal year

Task 230: Oregon Pop-Up Infrastructure

This project is to research methods of implementing Pop-Up Infrastructure practically, with consideration of state and federal regulations where necessary.

Product: Usable implementation strategies for a variety of common uses, as well as identifying member specific interests through the TAC and Policy Board.

Schedule: Task is ongoing throughout the fiscal year

TASK 200: LONG RANGE TRANSPORTATION PLANNING	
Task Component	
210: Technical Assistance to Communities	\$25,000
220: AAMPO RTP Performance Monitoring	\$20,000
230: Oregon Pop-Up Infrastructure	\$25,000
Total	\$70,000

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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 Continuing 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 and alignment of programs. 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 – Local Transit Planning Support

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.

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: Linn-Benton Loop Support

The purpose of this task item is to capture CAMPO staffing support for the Linn-Benton Loop Governing Board and Technical Advisory Committee (TAC). Additional aspects include serving on the Loop TAC and as the liaison between the CAMPO Policy Board and Linn-Benton transit service. CAMPO will continue to assist in the implementation of the Linn-Benton Loop Service Development Plan.

Product: Staffing support and technical assistance to the Linn-Benton Loop; information dissemination from state and federal partners.

Schedule: Task is ongoing throughout the fiscal year.

Task 340: Travel Model Coordination

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 AAMPO and CAMPO.

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 though the MPO’s commitment to provide funding (Task 420: OHAS Set Aside) 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: Task is ongoing throughout the fiscal year.

TASK 300: INTER-REGIONAL TRANSPORTATION PLANNING	
Task Component	
310: CAMPO Coordination	\$15,000
320: Local Transit Planning Support	\$20,000
330: Linn-Benton Loop Support	\$15,000
340: Travel Model Coordination	\$10,000
Total	\$60,000

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 and FY24-27 MTIP document. Transition from FY21-24 to FY24-27 MTIP in October 2023.

Schedule: Task is ongoing throughout the fiscal year

Task 420 –Oregon Household Activity Survey (OHAS) Funding Set-Aside

AAMPO is expected to participate in the 2030 Oregon Household Activity Survey, coordinated by ODOT, the Oregon Modeling Steering Committee and statewide MPO partners. The OHAS is necessary to develop data that feeds the Corvallis-Albany-Lebanon Model (CALM). These regional models are a required part of long range planning for MPOs. Setting aside money now for the survey in 10 years will allow AAMPO to offset the costs without using STBG funds member agencies need for construction projects. Annually, \$10,000 will be set aside, for a total of \$80,000 over 8 years. This money will be held in an account by ODOT through a memorandum of understanding.

Product: Starting in FY 24 and continuing to FY32, A total of \$80,000 to contribute to the 2030 OHAS

Schedule: Ongoing for this fiscal year and into the future

TASK 400: TRANSPORTATION PROGRAMMING	
Task Component	
410: MTIP Amendments	\$20,000
420: 2030 OHAS Set-Aside	\$10,000
Total	\$30,00

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: 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 520: 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 500: Special Projects	
Task Component	FY23
510: Special Project Pool	\$34,966
520: Hwy 20/34 Corridor Planning Study	\$50,000
Total	\$84,966

Task Schedule

The table below summarizes non-continuous tasks AAMPO is undertaking during State Fiscal year 2024. Note that dates may change as projects evolve.

Non-continuous tasks being undertaken in State Fiscal Year 2024	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												
510: Highway 20/34 Corridor Planning Study												

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SECTION V: BUDGET SUMMARY

The following budget tables detail the planned activities for Fiscal Year 2024-2025. In addition, a breakdown of expenses and funding sources is provided.

FY24 Budget by Subtask

Task	FY24 Amount	FY23 Amount	Dollar Change	Percent Change
TASK 100: Program Management	\$97,460	\$73,000	\$24,460	25%
110: MPO Operation	\$55,000			
120: MPO Administration	\$30,460			
130: Annual Document Review	\$6,000			
140: MPO Education and Training	\$6,000			
TASK 200: Long Range Transportation Planning	\$70,000	\$75,000	(\$5,000)	-7%
210: Technical Assistance to Communities	\$25,000			
220: AAMPO RTP Performance Monitoring	\$20,000			
230: Oregon Pop-Up Infrastructure	\$25,000			
TASK 300: Inter-Regional Transportation Planning	\$60,000	\$65,000	(\$5,000)	-8%
310: CAMPO Coordination	\$15,000			
320: Local Transit Planning Support	\$20,000			
330: Linn-Benton Loop Support	\$15,000			
340: Travel Model Coordination	\$10,000			
TASK 400: Transportation Programming	\$30,000	\$22,171	\$7,829	26%
410: MTIP Amendments	\$20,000			
420: 2030 OHAS Set-Aside	\$10,000			
TASK 500: Special Projects	\$1,507	\$269,315	(\$267,808)	
510: Special Project Pool	\$1,507			
520: Hwy 20/34 Corridor Planning Study	-			
TOTAL	\$258,967	\$235,171	\$23,796	9%

Note: \$258,966.51 is the SFY24 funding amount provided by ODOT in December 2022



FY24 Budget by Fund Source

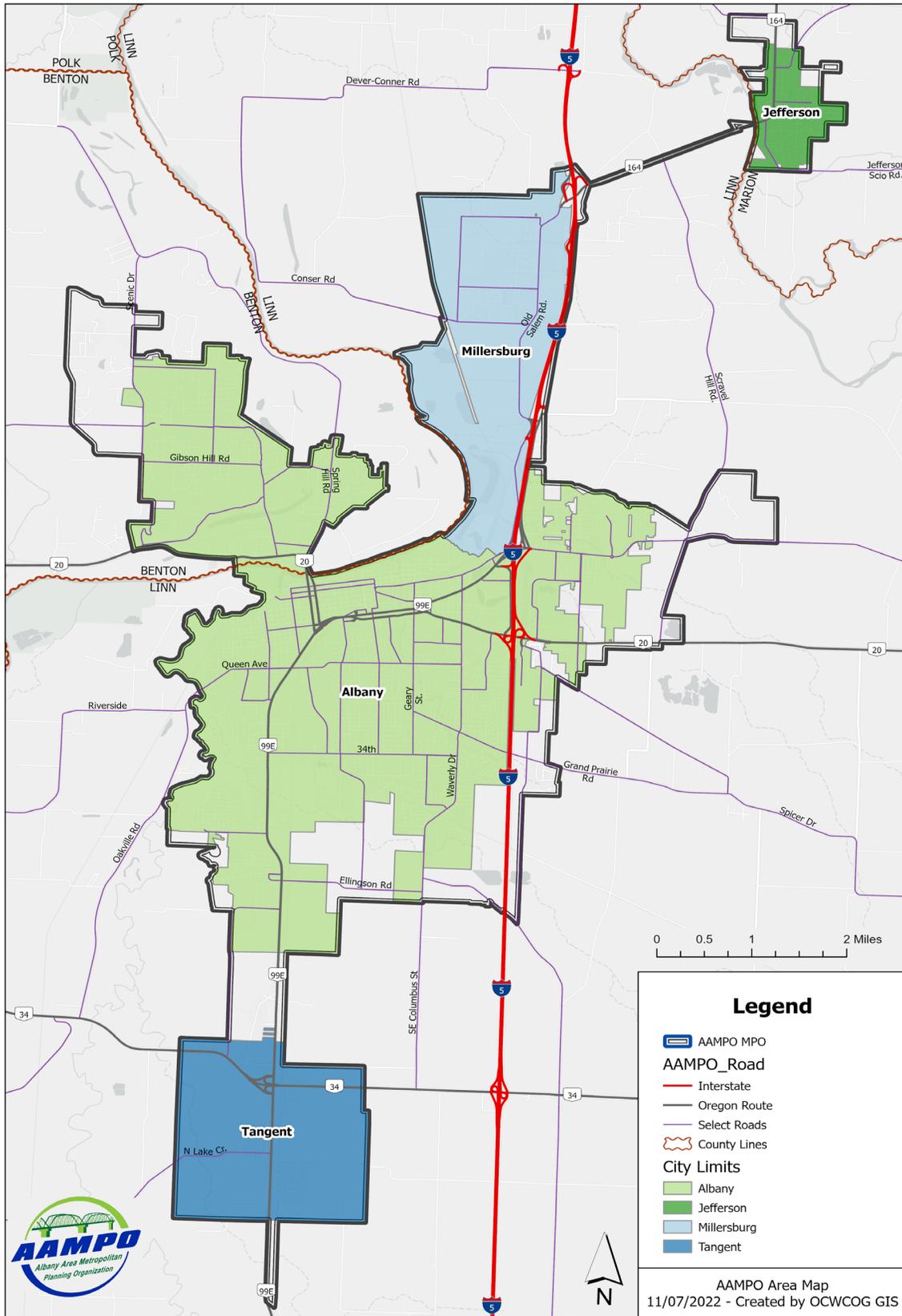
Task	Task Budget Total (Personnel + Non-Payroll + Contracted Staff)	PL Funds	FTA 5303 Funds	PL Match Funds (10.27% from ODOT)	5303 Match (Funds and In-kind)
Task 100: Program Management	\$97,460	\$87,451	\$0	\$10,009	\$0
Task 200: Long Range Transportation Planning	\$70,000	\$62,811	\$0	\$7,189	\$0
Task 300: Inter-Regional Transportation Planning	\$60,000	\$0	\$53,838	\$0	\$6,162
Task 400: Transportation Programming	\$30,000	\$26,919	\$0	\$3,081	\$0
Task 500: Special Projects	\$1,507	\$1,120	\$232	\$128	\$27
Total SFY23 Budget	\$258,966.51	\$178,300.80	\$54,069.85	\$20,407.32	\$6,188.54

FY24 Expenses

Cost	Amount	Percent of Total Budget
AAMPO Staff Payroll Expenses	\$197,015	76%
AAMPO Non-Payroll Expenses	\$60,446	23%
Advertising	\$ 1,000	
Board/Comm/Meeting Expense	\$ 1,000	
Contract Expense (OCWCOG & External)	\$ 5,000	
Copying	\$ 500	
Dues and Memberships	\$ 1,000	
Legal Expenses	\$ 1,000	
Licenses and Fees	\$ 2,000	
Maintenance and Repair	\$ 1,000	
Overhead and Administration	\$ 33,762	
Postage	\$ 500	
Printing	\$ 500	
Rent	\$ 5,684	
Supplies	\$ 500	
Telephone	\$ 1,000	
Training	\$ 4,000	
Travel	\$ 2,000	
Special Project Pool	\$1,506	1%
Total	\$258,967	100%

*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. Tangent TSP
2. Millersburg TSP Update
3. Albany TSP (maybe)
4. Climate Friendly and Equitable Community Rulemaking
5. Highway 20 Downtown Albany Study

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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	X
TASK 200: Long Range Transportation Planning				
210: Technical Assistance to Communities				
220: AAMPO RTP Performance Monitoring	X	X	X	
TASK 300: Inter-Regional Transportation Planning				
310: CAMPO Coordination				
320: Local Transit Planning Support	X	X		
330: Linn-Benton Loop Support	X	X		
340: Travel Model Coordination				
TASK 400: Transportation Programming				
410: TIP Amendments				X
420: 2030 OHAS Set-Aside				
TASK 500: Special Projects (new task in FY23)				
510: Special Project Pool				
520: Hwy 20/34 Corridor Planning Study	X	X	X	X
530: Oregon Pop-Up Infrastructure				

Task	Strategic Highway Network	Federal Land Management Agency Coordination	Planning and Environment Linkages	Data in Transportation Planning
TASK 100: Program Management				
110: MPO Operation	X	X	X	
120: MPO Administration		X	X	
130: Annual Document Review				X
140: MPO Education and Training			X	X
TASK 200: Long Range Transportation Planning				
210: Technical Assistance to Communities	X			X
220: AAMPO RTP Performance Monitoring	X		X	X
TASK 300: Inter-Regional Transportation Planning				
310: CAMPO Coordination	X			
320: Local Transit Planning Support			X	X
330: Linn-Benton Loop Support			X	X
340: Travel Model Coordination				X
TASK 400: Transportation Programming				
410: TIP Amendments				X
420: 2030 OHAS Set-Aside				
TASK 500: Special Projects (new task in FY23)				
510: Special Project Pool				
520: Hwy 20/34 Corridor Planning Study	X		X	X
530: Oregon Pop-Up Infrastructure				

APPENDIX E: 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 “FY24 Budget by Fund Source” table. This table is also included in Section V of the UPWP above.

FY24 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 (Funds and In-kind)
Task 100: Program Management	\$97,460	\$87,451	\$0	\$10,009	\$0
Task 200: Long Range Transportation Planning	\$70,000	\$62,811	\$0	\$7,189	\$0
Task 300: Inter-Regional Transportation Planning	\$60,000	\$0	\$53,838	\$0	\$6,162
Task 400: Transportation Programming	\$30,000	\$26,919	\$0	\$3,081	\$0
Task 500: Special Projects	\$1,507	\$1,120	\$232	\$128	\$27
Total SFY23 Budget	\$258,966.51	\$178,300.80	\$54,069.85	\$20,407.32	\$6,188.54

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

AAMPO Technical Advisory Committee Meetings

- 10 TAC meetings at 1.5 hours per meeting
- \$60/hour loaded rate per staff person
- \$16/hour for elected official volunteer time
- Total: \$4,740

AAMPO TAC MEETINGS		
Jurisdiction	Loaded rate/hour	Rate for ten 1.5-hour TAC meeting
Albany	\$60	\$900
Millersburg	\$60	\$900
Jefferson	\$16 (elected official)	\$240
Tangent	\$60	\$900
Benton County	\$60	\$900
Linn County	\$60	\$900
Total		\$4,740

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 ten 1.5-hour Policy Board meetings
Albany	\$16	\$240
Millersburg	\$16	\$240
Jefferson	\$16	\$240
Tangent	\$16	\$240
Benton County	\$16	\$240
Linn County	\$16	\$240
Citizens' Representative	\$16	\$240
Total		\$1,680

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

Overall In-Kind Breakdown

Item	Amount
10 TAC Meetings	\$4,740
10 Policy Board Meetings	\$1,680
Albany Transit Match	\$4,000
Total	\$10,420
In-kind match need for SFY 2024	\$6,189

APPENDIX F: SUMMARY OF COMMENTS

See comment tracker following this page

MEMORANDUM

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



Date: February 7, 2023
To: AAMPO TAC
From: Billy McGregor, AAMPO Transportation Planner
Re: Statewide Transportation Improvement Program (STIP) Revisions

Action Requested

Information regarding requested STIP changes and approval/denial of Administrative Amendments.

Overview

The purpose of this memorandum is to provide an update on recent revisions to the Statewide Transportation Improvement Program (STIP) relevant to the Albany Area Metropolitan Planning Organization (AAMPO). A summary table of recent revisions can be found on the following page.

Background on the STIP and MTIP

The STIP is the Oregon Department of Transportation's capital improvement plan for state and federally-funded transportation projects. The current STIP (FY2021-2024) went into effect October 1, 2020 and expires September 30, 2024. AAMPO acts as the regional coordinator to the STIP helping ensure that revisions and other adjustments are processed appropriately. AAMPO also maintains a Metropolitan Transportation Improvement Program (MTIP) which is consistent with the STIP.

Revision Types

There are three types of STIP and MTIP revisions processed by AAMPO, listed below. Additional details on STIP and MTIP amendments can be found in the AAMPO MTIP policy [HERE](#).

- **Full Amendments:** Require the greatest level of scrutiny and are brought to the Policy Board for discussion and approval. The TAC makes a recommendation to the Policy Board regarding approval of the amendment and also determines what level public outreach is necessary. At a minimum, the item will be reviewed by the TAC and placed on the next Policy Board agenda, which comes with notification requirements. Additional items for consideration include provision of a public comment period (two weeks), holding a public meeting, and any other actions deemed advisable by the TAC.
- **Administrative Amendment:** Require less scrutiny and are usually familiar to local staff members. Administrative amendments are brought to the TAC for discussion and approval. The Policy Board is notified of Administrative Amendments at their next regularly scheduled meeting.
- **Adjustment:** For minor changes, AAMPO staff has the authority to approve adjustments. Adjustments do not require committee approval or public notice.

STIP Revisions

Row	Revision Type	Project Key Number/s & Name/s	Project Description	Revision Information
1	Administrative Amendments	18850 Corvallis to Albany Trail: Scenic Dr. - Springhill	Complete NEPA and right of way purchase, construct off-highway multiuse path.	Decrease CN phase and transfer funds to PE and RW phases. Construction remains fully funded per latest estimate. Corrected RW phase work type to be all State.