



## 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, March 17, 2022

9:00 am to 11:00 am

Via Zoom by clicking [HERE](#)

Phone: 1-669-900-9128

Meeting ID: 840 3846 9814

Password: 2022

Contact: Catherine Rohan, [crohan@ocwcog.org](mailto:crohan@ocwcog.org)

### AGENDA

- |    |      |   |                            |
|----|------|---|----------------------------|
| 1) | 9:00 | Call to Order, Agenda Review, and Roll Call   | Chair,<br>Janelle<br>Booth |
| 2) | 9:10 | Public Comments   | Chair                      |
| 3) | 9:15 | Approve minutes of February 17, 2022 Meeting (Attachment A)   | Chair                      |
|    |      | <i>ACTION: Decision on minutes</i>  |                            |
| 4) | 9:20 | <b>STIP Revision (Attachment B)</b><br>Request to add new, non-construction, project to the Statewide Transportation Improvement Program (STIP).  | Catherine<br>Rohan         |
|    |      | <i>ACTION: TAC decision on revision request</i>   |                            |
| 5) | 9:25 | <b>SFY2023 UPWP (Attachment C)</b><br>Staff have included additional information on in-kind contributions as requested by ODOT.   | Rohan                      |
|    |      | <i>ACTION: TAC decision to recommend UPWP for approval by Policy Board</i>  |                            |
| 6) | 9:30 | <b>AAMPO RTP: Regionally Significant Corridors (Attachment D)</b><br>Staff have 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. | Rohan                      |
|    |      | <i>ACTION: Discussion and potential consensus to recommend corridor selection to Policy Board</i>   |                            |

- 7) **10:20 Funding Opportunities** **Rohan**  
 Staff will share information on upcoming funding opportunities
  - ODOT's [Oregon Community Paths Program](#)
  - ODOT's [Transportation Growth Management](#) (TGM) Planning Grants
  - FTA's [Grants for Buses and Bus Facilities Program](#)  
 Sub program: FTA's [Low or No Emission Vehicle Program](#)

*Action: Information only*

8) **10:30 Jurisdictional Updates/Other Business** **All**
  - OCWCOG Regional Housing Discussion / Housing Tool Kit development

9) **10:45 Adjournment** **Chair**  
 Next meeting: Thursday, April 21, 9:00am – 11:00

### ATTENDENCE (FOR QUORUM PURPOSES)

TAC Members	Jurisdiction	Attendance
Walt Perry	City of Jefferson	
Janelle Booth (Chair)	City of Millersburg	
Chris Cerklewski (Vice Chair)	City of Albany	
Joe Samaniego	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

*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  
TAC REMOTE MEETING  
Thursday, February 2022  
9:00 – 11:00 am  
DRAFT MINUTES**

<b>TAC Members</b>	<b>Jurisdiction</b>	<b>Attendance</b>
Walt Perry	City of Jefferson	Yes
Janelle Booth (Chair)	City of Millersburg	Yes
Chris Cerklewski (Vice Chair)	City of Albany	Yes
Joe Samaniego	City of Tangent	Yes
Daineal Malone	Linn County	No
Gary Stockhoff	Benton County	Yes
James Feldmann	Oregon Department of Transportation	Yes
<b>Guests:</b>	<b>Jurisdiction</b>	
Barry Hoffman	City of Albany	Yes

**Staff:** Catherine Rohan, Nick Meltzer, Jenny Glass, and Emma Chavez

<b>TOPIC</b>	<b>DISCUSSION</b>	<b>DECISION / CONCLUSION</b>
1. Call to Order, Agenda Review, and Roll Call		<p><b>Meeting called to order at 9:02 am by Chair Janelle Booth.</b></p> <p><b>There were no changes to the agenda.</b></p> <p><b>Staff Catherine Rohan advised that there is</b></p>

		<b>quorum with Linn County being the only absent member.</b>
2. Public Comment		<b>There were no public comments.</b>
3. Approve minutes of January 20, 2022	<p>Chair Booth requested the following change:</p> <p>Change item 6, fourth paragraph from the end from “Chair Booth would like climate change to be a scenario.” to “Chair Booth thinks climate change should likely be included as a scenario”.</p>	<b>Consensus to approve the January 20, 2022 meeting minutes with correction.</b>
4. AAMPO FY2023 Unified Planning Work Program	<p>Rohan shared the draft FY2023 Unified Planning Work Program. She noted that AAMPO held its review of the UPWP with ODOT, FTA and FHWA and the feedback received has been incorporated into the document. Rohan moved on to provide an overview of the document.</p> <p>Additions/Updates Noted:</p> <ul style="list-style-type: none"> <li>• Task 420: FY2024-2027 MTIP Development – Included a more detailed schedule.</li> <li>• Task 540: Albany Transit Facility Preliminary Design – during the last UPWP, Albany was not able to use those funds. The funds will be de-obligated and re-obligated for the coming year.</li> </ul> <p>James Feldmann noted that the Task 500: Special Projects table needs Task 510 renamed to: Task 510: Highway 20/34 Planning Study to be consistent.</p> <p>Rohan advised that the document would go out for public comment later this week and then it will go to the TAC for final review and recommendation to the Policy Board for final approval in March.</p> <p>Guest Barry Hoffman with the city of Albany advised that the city completed its RFP process for the Bus Barn project and has just gone through the selection criteria. The city will soon enter into contract.</p>	
5. AAMPO Regional Transportation Plan	Rohan advised that at the last TAC meeting Staff reviewed the draft AAMPO Regional Transportation Plan (RTP) scope of work (SOW).	<b>Consensus to forward the RTP SOW to the Policy</b>

<p>Scope</p>	<p>Staff has refined the SOW based on feedback received. Rohan reviewed the updated SOW with members and noted that Staff is requesting recommendation from the TAC to the Policy Board for final approval.</p> <p>Task 1: Update Existing conditions of AAMPO + Verify Future Model Year inputs – removed task looking further into the future and discussing different trends that may happen. It may be added at the tail end of the process if AAMPO so desires.</p> <p>Task 2: Review and Update RTP Goals and Objectives + Review Performance Measures – Task stayed the same aside from cleaning up language on performance measures.</p> <p>Task 3: Determine Future Scenarios, Model Future Scenarios, and select Preferred Future Scenarios – Better organized with the updated timeline but the tasks remained the same.</p> <p>Task 4: Identify System Gaps + Future Projects – Remained the same.</p> <p>Task 5: Refine and Prioritize Future Projects + Financial Plan – When AAMPO gets to its financially constrained list, a task developing a criterion for ranking may need to be created.</p> <p>Task 6: Draft Report Review + Public Comment – remained the same.</p> <p>Task 7: Final Report – remained the same.</p> <p>Rohan noted that during the last review there was an item related to the Albany Transit Development Plan (TDP) and potentially updating it in tandem with the Regional Transportation Plan (RTP). Staff and Hoffman had a discussion where Hoffman advised that there is more of a substantial update needed for the TDP therefore, that has been pulled from the RTP.</p> <p>Chair Booth noted that under Task 7, April 2022 should be April 2023.</p>	<p><b>Board for final approval.</b></p>
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	<p>Councilor Walt Perry asked what the amendment process on the document would be in the event of substantial changes fueled by need. Staff Nick Meltzer stated that once the RTP is adopted, it goes to FTA, FHWA, and the governor. If adjustments need to be made, you need to advise those agencies and go through a public comment period and go through the review and approval process at the MPO to submit the amendments. CAMPO knew there would be changes to the RTP but simply adopted it with that knowledge that it would need to be amended.</p> <p>Walt Perry moved to approve recommending the RTP SOW to the Policy Board for approval.</p>	
<p>6. Future Scenarios for Regional Transportation Plan Update</p>	<p>Rohan noted that the discussion about future scenarios began at the last meeting. Members had a good discussion of what the scenarios may look like for the region, feedback on scenarios presented at the last included the following:</p> <ul style="list-style-type: none"> <li>• Difficulty in modeling neighborhood commercial scenario due to political nature of model inputs.</li> <li>• Interest in a scenario that increases transit.</li> <li>• Interest in a scenario that increases walking and bicycling.</li> <li>• Potential to combine increased transit and walk/bike scenarios.</li> <li>• Interest in a scenario that reflects Climate Friendly and Equitable Community Rulemaking efforts.</li> <li>• Interest in a scenario that completed all road expansions identified in TSPs, to be used as a measure against other scenarios.</li> </ul> <p>Based on that feedback, Staff developed a list of potential scenarios to model: Those are:</p> <ol style="list-style-type: none"> <li>1. Trend Scenario: This scenario serves as the baseline to measure outcomes against and assumes nominal transit investment over 20 years.</li> <li>2. Increased Transit + Increased Walking and Biking Scenario:</li> </ol>	<p><b>Consensus to recommend the scenarios to the Policy Board with adjustment.</b></p>

	<p>This scenario would increase transit and the attractiveness of walking and bicycling.</p> <p>3. State and Federal Policies Scenario: This scenario focus on changes that align with trends in state and federal policies.</p> <p>Rohan asked for the TACs thoughts on the suggested scenarios.</p> <p>Member Feedback:</p> <ul style="list-style-type: none"> <li>• Feldmann stated that there seems to be some overlap between scenarios 2 and 3 and he would like to know how those would be separated out. Rohan stated that that can be worked out through the process with DLCD and TPAU, but she sees scenario 3 as potential road usage fees, different taxes, and parking fees.</li> <li>• Feldmann asked if the East Albany Plan can be incorporated into the modeling. Rohan responded that she has meetings with the community development directors in each city and she assumes those discussion will come up.</li> <li>• Councilor Perry stated that at the OMPOC meeting they discussed the population manipulation that is going on. He stated that it will have an effect in Albany and the surrounding areas. There will be a key factor that will affect the RTP and that is an increase of traffic users (walking, biking, transit, or private vehicles). He went on to state that this needs to be a key element that is added to this process. Rohan responded that the model uses the population projections to account for the increasing amount of number of people traveling in cities and towns. Those projections are the best educated guesses. Perry then responded that the increase is not of those travelling through but also due to population growth.</li> <li>• Chair Booth stated that on scenario 3; keeping it vague is good at this point since it is uncertain what the Climate Friendly and Equitable Community Rulemaking requirements will be.</li> </ul>	
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	<ul style="list-style-type: none"> <li>Hoffman stated that under 2.ii; Transit headways will be comparable to the bus rapid transit currently running in Eugene – that is not called out in the current TDP and the TDP does need an update to current and future conditions. He went on to state that that may be too large of an ask for ATS to get to. It may be better to say; Transit headways on routes may be more frequent or doubled what they currently are. Rohan noted that the future year in the scenario would be 2043. She stated that she can have a discussion with Hoffman if that feels too aggressive. Feldmann asked what the quickest current headways are to which Hoffman responded that Corvallis Transit System, pre-pandemic, had 15-minute headways. Feldmann stated that 15 minutes may work out for 2043. He added that the tool is to give you an idea of what it could be but does not need to be what’s planned. Chris Cerklewski stated that the scenario as it’s listed could show whether it would be worth spending more dollars on transit because it would reduce the number of other improvements that need to be made. After more discussion, Staff agreed to update the scenario to “15-20-minute service on peak routes”.</li> </ul>	
<p>7. Jurisdictional Updates/Other Business</p>	<p><u>Linn, Benton, and Lincoln Coordinated Plan</u></p> <p>OCWCOG is updating the Human Services Transit Coordinated Plan for Linn, Benton, and Lincoln Counties. These are Plans needed to capture 5310, 5311, Special Transportation funding. The Plans needed to be updated every couple of years to continue to be eligible for the funds. OCWCOG is going through the contract process with Nelson Nygaard and the process will begin soon. Each county will have its own plan and there will be a regional chapter.</p> <p>OCWCOG is waiting for bus stop information from ATS for the Active Transportation Plan. Hoffman advised that he is halfway through with the city engineers on finalizing the locations for new bus stops along the new routes. Feldmann asked when the draft</p>	

	<p>will be available. Rohan stated that once she receives the bus stop information from ATS, there will be a full ranking and then there will be mapping of the top scoring projects. The hope is for that to be completed within a month after receiving the route information. Hoffman stated he has until Monday or Tuesday to get information back to Staff. He went on to state that it has been challenging to get approval to place a bus stop along any of the state highways. Feldmann stated that it sounds like the issue is on the engineering side but reach out to him or Savannah Crawford if there is anything they can assist with. Feldmann said that he has seen school bus stops on Hwy 99. He asked what the difference is between a school bus stop and a transit bus stop. Hoffmann reported that if they install a new stop, it must be ADA compliant, and at times, right-of-way needs to be attained. There used to be a time when you could put a bus stop sign and be done, but that is no longer the case.</p> <p><u>Jurisdictional Updates</u></p> <p>James Feldmann for ODOT – Feldmann posted an area report in the zoom chat, and he noted that the report will be shared at the CWACTION meeting. He went on to note that the reason why he asked about the TDP is because he was in an East Albany Planning meeting earlier this week and he would like to make them aware of the projects that come out of the TDP and ensure coordination happens as appropriate.</p> <p>Gary Stockhoff for Benton County – Stockhoff announced that Lee Lazaro passed away last week, and his service is coming up. Stockhoff will share the link to the service with staff to pass on to those who are interested in attending. Lazaro was Brad Dillingham’s predecessor. The county is in the process of working on new bylaws for the newly combined STF/STIF committee. The effort is scheduled for the next few months. There has been an uptick on folks who want to be involved in the committee, but the statute says there are certain groups that must be included in the committee. He went on to note that Brad Dillingham, and Lisa Scherf will be helping with that</p>	
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	<p>committee.</p> <p>Joe Samaniego for the City of Tangent – Reported that there is nothing new since the last time besides some leads on a transit stop</p> <p>Councilor Perry for the City of Jefferson – There is a new waterline project initiated and a draft TSP.</p> <p>Chris Cerklewski for the city of Albany – Cerklewski shared that the Queen Avenue railroad crossing project continues. The ODOT rail division has received many complaints therefore, they are working on a temporary fix. This will cause a temporary closure in the next month or two. Cerklewski then asked if the MPOs will be receiving funding from the infrastructure bill that is at the federal level. He went on to ask if the funding will flow through the MPO or a different channel. Meltzer reported that the bill has passed but congress needs to authorize the funds each year. Once that happens, the MPOs are expected to see somewhere from a 30-40% increase in funding each year. It looks like there will be a lot of federal grants available but none of the rules for those have been written yet. With those funds, staff expects to be able to help jurisdictions write grants for discretionary programs.</p> <p>Barry Hoffman for City of Albany ATS – Hoffman thanked Feldmann for his reminder to connect with the East Albany Plan because as he has been working on bus stops and with the current increase in transit, it came up with Ron Irish that the connection needed to be made.</p> <p>Chair Booth for the City of Millersburg – Booth reported that the city started its multi-use path predesign along Woods Road. The project will push the city to do an update to its TSP. The fire station project is expected to be done at end of June. Feldmann asked if the multi-use path is getting push back. Booth stated that people in the community have been saying for a long time that they would like a safe way to walk with their families and they really want this path.</p>	
<p>8. Adjournment</p>	<p>Next Meeting: Thursday, March 17<sup>th</sup> at 9:00 am</p>	<p><b>Meeting adjourned at 10:03 am.</b></p>

# 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 23, 2022  
**To:** AAMPO TAC  
**From:** Catherine Rohan, AAMPO Staff  
**Re:** Statewide Transportation Improvement Program (STIP) Revisions

### Action Requested

Approval of new, non-construction, project to be added to the Statewide Transportation Improvement Program.

### 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 Amendment	<p><b>22580 (new project)</b> CWCOG Transportation Options FFY22 - FFY24</p> <p><b>21556</b> TDM/rideshare (NW Oregon) (FFY22, 23 &amp; 24)</p> <p><b>21817</b> Regional TO Provider Rideshare/TDM FFY22, 23 &amp; 24</p>	<p>Cascades West Council of Governments (CWCOG) funding to promote and encourage the use of alternative transportation options during federal fiscal years 2022, 2023 and 2024.</p> <p>Operations funds to be transferred to local transit districts for TDM and rideshare activities to educate and encourage public use of all their transportation options to optimize all modes in the system.</p> <p>Promote &amp; encourage the use of carpools, vanpools, transit, bicycling, walking &amp; teleworking. Continues existing carpool matching, regional vanpool services and community outreach programs</p>	<p>Add new project, <b>22580</b>, using \$319,320 split from <b>21556</b> and \$158,017 split from <b>21817</b>.</p> <p>21556 &amp; 21817 are “funding pool” projects, so it is normal and expected for funds to transfer from these projects to more location specific projects.</p> <p>21556 project total: \$1,908,547 21817 project total: \$1,232,634</p>

# 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:**

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**Darrin Lane, Chair**

Albany Area MPO

**ATTESTED:**

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**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

### Address

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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](http://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.<sup>1</sup> 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.

<sup>1</sup> 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 <b>March 2022</b>	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 <b>March 2022</b>	-
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 RTP 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 15<sup>th</sup>, annual reports are submitted by July 30<sup>th</sup>
- 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
<b>Total</b>	<b>\$62,000</b>
<b>Percent of Effort</b>	<b>12%</b>

### 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 1<sup>st</sup> and 2<sup>nd</sup> quarter, with final approval by 3<sup>rd</sup> 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

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

### 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 1<sup>st</sup> 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
<b>Total</b>	<b>\$50,000</b>
<b>Percent of Effort</b>	<b>9%</b>

### 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.

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

### 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 (2<sup>nd</sup> 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
<b>Total</b>	<b>\$310,877</b>
<b>Percent of Effort</b>	<b>58%</b>

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
<b>TASK 100: Program Management</b>	<b>\$62,000</b>	<b>\$73,000</b>	<b>(\$11,000)</b>	<b>-18%</b>
110: MPO Operation	\$30,000			
120: MPO Administration	\$20,000			
130: Annual Document Review	\$6,000			
140: MPO Education and Training	\$6,000			
<b>TASK 200: Long Range Transportation Planning</b>	<b>\$85,000</b>	<b>\$75,000</b>	<b>\$10,000</b>	<b>12%</b>
210: RTP Update	\$75,000			
220: Technical Assistance to Communities	\$10,000			
<b>TASK 300: Inter-Regional Transportation Planning</b>	<b>\$50,000</b>	<b>\$206,688*</b>	<b>(\$156,688)</b>	<b>-313%</b>
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			
<b>TASK 400: Transportation Programming</b>	<b>\$24,000</b>	<b>\$22,171</b>	<b>\$1,829</b>	<b>8%</b>
410: TIP Amendments	\$12,000			
420: FY 2024-2027 STIP	\$12,000			
<b>TASK 500: Special Projects (new task in FY23)</b>	<b>\$310,877</b>	<b>N/A</b>	<b>\$310,877</b>	<b>100%</b>
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			
<b>TOTAL</b>	<b>\$531,877</b>	<b>\$376,859</b>	<b>\$155,019</b>	<b>29%</b>

\*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

<b>Task</b>	<b>Task Budget Total</b> (Personnel + Non-Payroll + Contracted Staff)	<b>PL Funds</b>	<b>FTA 5303 Funds</b>	<b>PL Match Funds</b> (10.27% from ODOT)	<b>5303 Match</b> (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
<b>Total SFY23 Budget</b>	<b>\$531,877</b>	<b>\$252,25</b>	<b>\$224,999</b>	<b>\$28,872</b>	<b>\$25,752*</b>

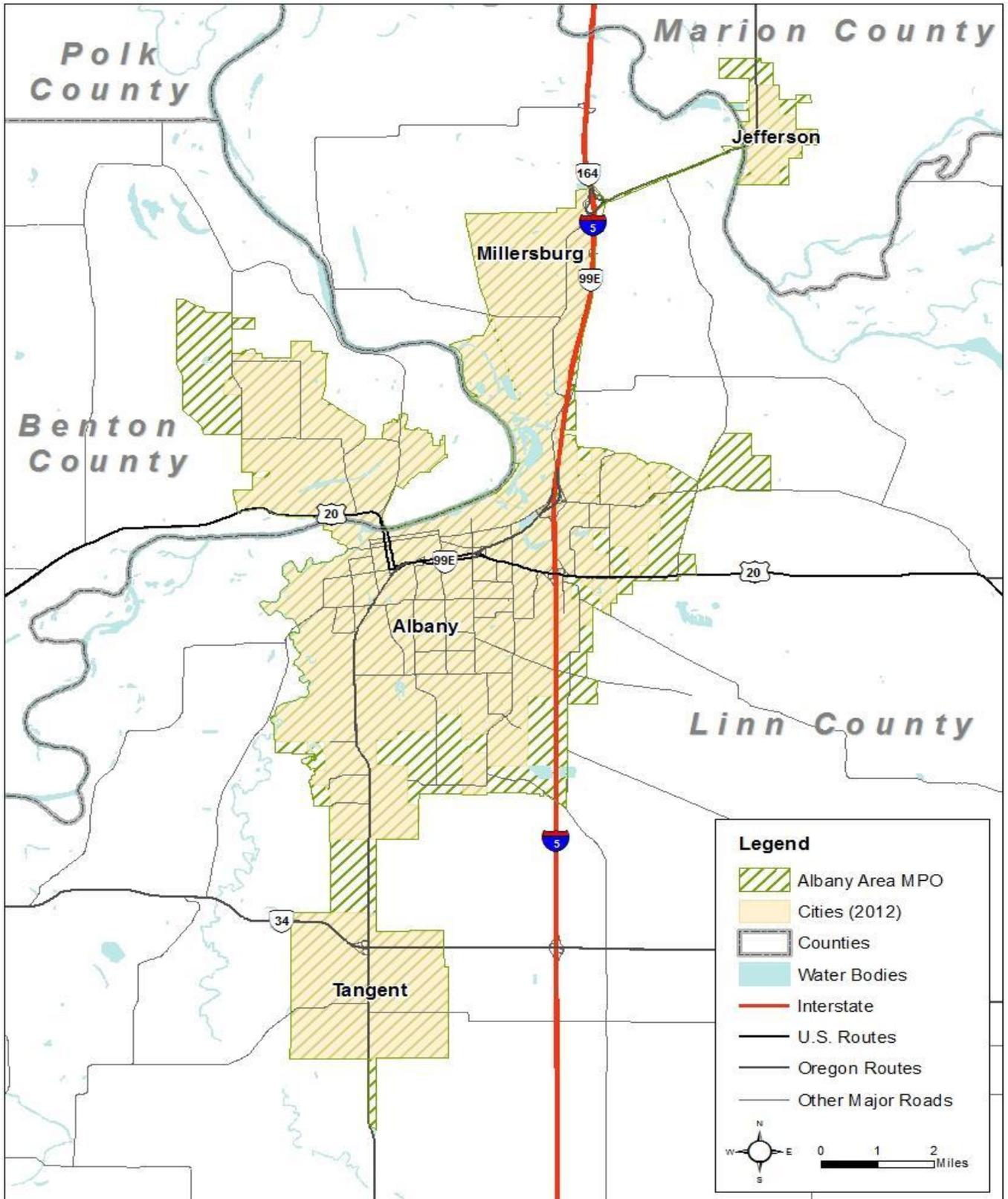
\* Note, this number is less than the total estimated in-kind amount. Excess in-kind match will be carried over to the next fiscal year.

FY23 Expenses

Cost	Amount	Percent of Total Budget
<b>AAMPO Staff Payroll Expenses</b>	<b>\$200,000</b>	<b>62%</b>
<b>AAMPO Non-Payroll Expenses</b>	<b>\$71,000</b>	<b>22%</b>
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	
<b>Special Project Pool</b>	<b>\$54,189</b>	<b>17%</b>
<b>AAMPO Tasks Sub-total</b>	<b>\$325,189</b>	<b>100%</b>
<b>Other Expenses (paid for with rollover funds)</b>		
Albany Transit Operations Facility Design	\$131,688	
OHAS AAMPO Participation	\$75,000	
<b>Total</b>	<b>\$531,877</b>	

\*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 <sup>st</sup> 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
<b>TASK 100: Program Management</b>				
110: MPO Operation				
120: MPO Administration	X			X
130: Annual Document Review				X
140: MPO Education and Training		X	X	
<b>TASK 200: Long Range Transportation Planning</b>				
210: RTP Update	X	X	X	X
220: Technical Assistance to Communities	X		X	
<b>TASK 300: Inter-Regional Transportation Planning</b>				
310: CAMPO Coordination				
320: Transit Planning	X	X	X	
330: Transit Workforce Study	X			
340: Travel Modeling and OHAS				
<b>TASK 400: Transportation Programming</b>				
410: TIP Amendments				X
420: FY 2024-2027 STIP			X	X
<b>TASK 500: Special Projects</b>				
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
<b>TASK 100: Program Management</b>				
110: MPO Operation				
120: MPO Administration	X			X
130: Annual Document Review				X
140: MPO Education and Training		X	X	
<b>TASK 200: Long Range Transportation Planning</b>				
210: RTP Update	X	X	X	X
220: Technical Assistance to Communities				
<b>TASK 300: Inter-Regional Transportation Planning</b>				
310: CAMPO Coordination			X	
320: Transit Planning			X	X
330: Transit Workforce Study			X	X
340: Travel Modeling and OHAS				
<b>TASK 400: Transportation Programming</b>				
410: TIP Amendments	X			X
420: FY 2024-2027 STIP	X			
<b>TASK 500: Special Projects</b>				
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
<b>Total SFY23 Budget</b>	<b>\$531,877</b>	<b>\$252,25</b>	<b>\$224,999</b>	<b>\$28,872</b>	<b>\$25,752*</b>

\* 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
<b>Total</b>		<b>\$5,214</b>

AAMPO Policy Board Meetings

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

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

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

<b>Item</b>	<b>Amount</b>
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
<b>Total</b>	<b>\$26,386</b>
<b>In-kind match need for SFY 2023</b>	<b>\$25,752</b>
<b>Expected in-kind roll over to SFY 2024</b>	<b>\$634</b>

**APPENDIX G: SUMMARY OF COMMENTS**

See comment tracker following this page

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# 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:** March 8, 2022  
**To:** AAMPO TAC  
**From:** Catherine Rohan, AAMPO Transportation Planner  
**Re:** **Regional Transportation Plan: Regionally Significant Corridors**

### Request

Input and feedback on regionally significant corridors to be studied in AAMPO's Regional Transportation Plan (RTP). Potential consensus to forward corridor selection to the Policy Board.

### Background

AAMPO has decided to take a corridor level approach to project identification in the RTP, examining key roadways that link and span communities within and outside of AAMPO's planning area. AAMPO's members expressed a desire to focus on corridors in the RTP as the State of Oregon's requirements for city and county Transportation System Plans (TSPs) include a more detailed focus on local and neighborhood streets, hence the RTP can better serve MPO members by looking at regional connections.

### Regionally Significant Corridors

Staff have preliminary identified regionally significant corridors to be studied in the RTP. Corridors are listed below and mapped on the following page. A map of CAMPO's regionally significant corridors from their recent RTP update is included on page 3 for example purposes.

Number	Corridor	Beginning Point	End Point
1	OR 164	Talbot Rd (Jefferson)	Just west of I5 interchange
2	Old Salem Rd	Just west of I5 interchange	Roundabout at Main St
3	Knox Butte Rd	I5	Scrael Hill Rd
4	US 20 (North Albany)	Western edge of AAMPO area	1 <sup>st</sup> Ave
5	US 20 (around I5)	Split with 99E/Burkhart St	Scrael Hill Rd
6	Queen Ave	Perfect Ln/Calapooia River	Waverly Dr
7	34 <sup>th</sup> Ave	99E	Waverly Dr
8	Waverly Dr	US 20	Ellingson Rd
9	99E	I5	Glass Drive (Tangent)

### Discussion Questions to Consider

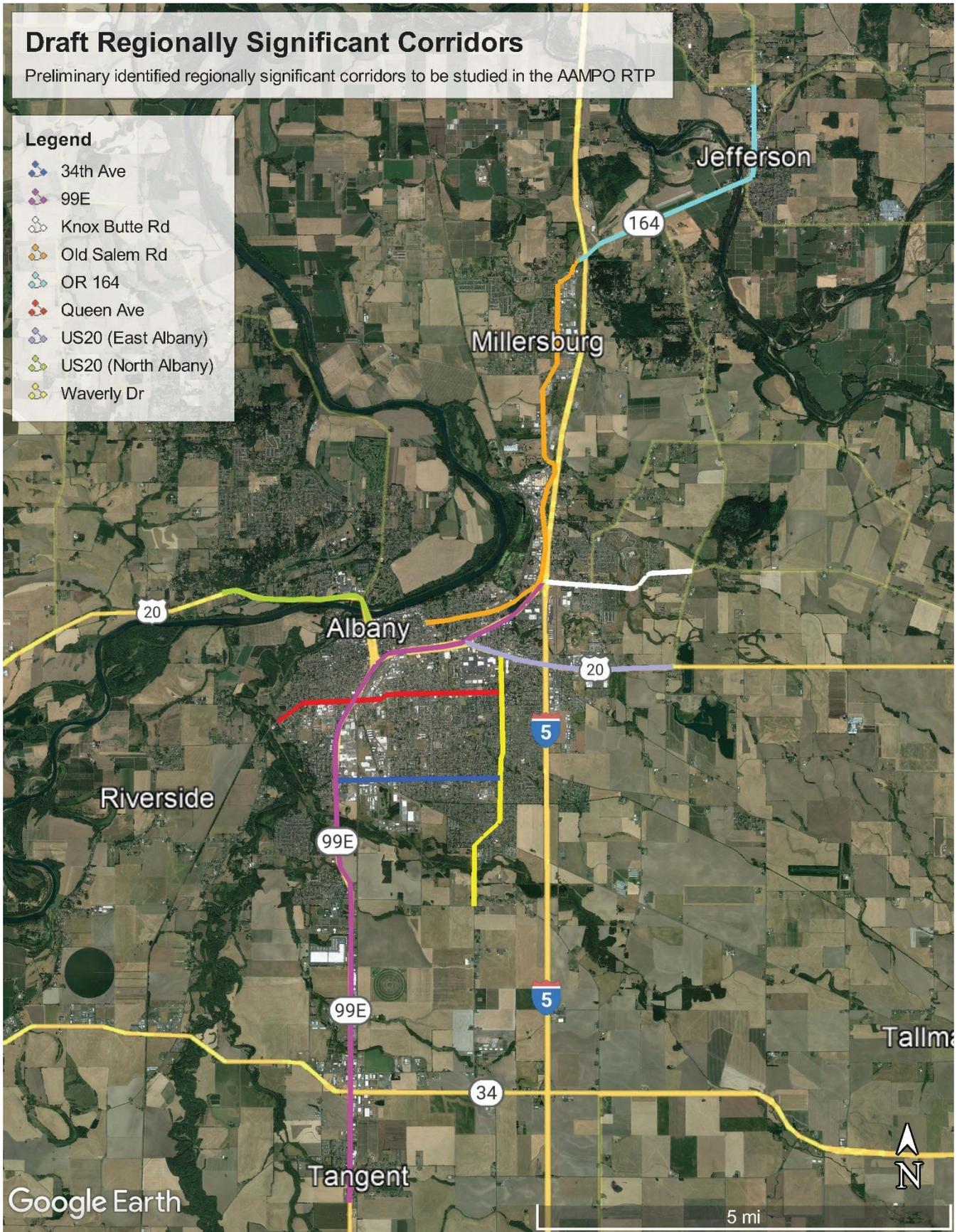
1. Are we missing any corridors?
2. Should any of the listed corridors be removed or edited?
  - a. Can we realistically expect recommendations along all sections of a corridor to be acted upon?

# Draft Regionally Significant Corridors

Preliminary identified regionally significant corridors to be studied in the AAMPO RTP

## Legend

- 34th Ave
- 99E
- Knox Butte Rd
- Old Salem Rd
- OR 164
- Queen Ave
- US20 (East Albany)
- US20 (North Albany)
- Waverly Dr



Map of CAMPO's Regionally Significant Corridors from their 2022 RTP update

