



## 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, April 17, 2025

9:00 am to 11:00 am

#### HYBRID MEETING:

Albany ABC (Downstairs) Conference Room

1400 Queen Ave SE, Albany Oregon 97322

or

Via Teams by clicking [HERE](#)

Meeting ID: 252 399 278 05

Passcode: CB2qW6He

Mobile One Click Number

[+1 872 242 8088](#)

Phone Conference ID 121 149 772#

Contact: Billy McGregor, [bmcgregor@ocwcog.org](mailto:bmcgregor@ocwcog.org)

## AGENDA

- |    |      |   |                      |
|----|------|---|----------------------|
| 1) | 9:00 | Call to Order, Agenda Review, and Roll Call   | Chair, Joe Samaniego |
| 2) | 9:05 | Public Comments   | Chair                |
| 3) | 9:10 | Approve the minutes of AAMPO TAC meeting on March 20, 2025<br>( <a href="#">Attachment A</a> )  | Chair                |
|    |      | <i>Action: Decision on minutes</i>  |                      |
| 4) | 9:15 | STIP Full Amendments ( <a href="#">Attachment B</a> )<br>Full Amendments are brought to the TAC for approval before going to the Policy Board. Amendments are for projects 23003, 23020, 23033 concerning 5310 funds for Linn County. | McGregor             |
|    |      | <i>Action: Recommendation to Policy Board</i>   |                      |
| 5) | 9:25 | Millersburg STBG Project Changes ( <a href="#">Attachment C</a> )<br>Wording changes to the approved Millersburg Surface Transportation Block Grant project for 24-27. Budget change request needs discussion and approval.           | McGregor             |
|    |      | <i>Action: Discussion and Approval</i>  |                      |
| 6) | 9:45 | Bike Count Locations<br>AAMPO Staff requests recommendations and discussion on bike counter placement throughout the area. <b>Members are also encouraged to</b>  | McGregor             |

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.

**directly request counts at specific locations** if the data would directly improve grant application success. During discussion staff will take notes via Google Earth.

**Action:** *Discussion and Exercise*

- 7) **10:15 Jurisdictional Updates/Other Business** **All**
- Albany
  - Jefferson
  - Millersburg
  - ODOT
  - Benton County
  - Linn County
  - Tangent
- 8) **10:30 Adjournment** **Chair**
- Next regularly scheduled meeting: Thursday, May 15, 2025.

AAMPO FY'25 In-Kind Match Tracker			
Group	Meetings	Time	Match
Policy Board	7/7	88	\$3,672.62
TAC	7/9	72	\$6,335.84
Loop, AAMPO Half	1	24	\$867.45
ATS Match	-	-	\$4,000
Additional Time	-	9.75	\$675.24
<b>Totals</b>	<b>14/16</b>	<b>193.75</b>	<b>\$15,551.15</b>

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## ATTENDANCE (FOR QUORUM PURPOSES)

TAC Members	Jurisdiction	Attendance
Vacant	City of Jefferson	
Andrew Potts	City of Millersburg	
Chris Cerklewski (Vice-Chair)	City of Albany	
Joe Samaniego (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**  
via Microsoft Teams Technologies  
**Thursday, March 20, 2025**

<b>TAC Members</b>	<b>Jurisdiction</b>	<b>Attendance</b>
Walt Perry	City of Jefferson	No
Andrew Potts	City of Millersburg	Yes
Chris Cerklewski	City of Albany	Yes
Joe Samaniego	City of Tangent	No
Daineal Malone	Linn County	Yes
Gary Stockhoff	Benton County	Yes
James Feldmann	Oregon Department of Transportation	Yes

**Guests:** Carolyn McLeod

**Staff:** AAMPO Planner Billy McGregor, Planning Manager Matt Lehman, and Executive Assistant Ashlyn Muzechenko

<b>TOPIC</b>	<b>DISCUSSION</b>	<b>DECISION / CONCLUSION</b>
1. Call to Order, Agenda Review, Roll Call	Staff Ashlyn Muzechenko conducted a roll call after the Vice- Chair Chris Cerklewski called meeting to order at 9:01am.	<b>The meeting was called to order at 9:02am by the Vice-Chair Chris Cerklewski.</b>
2. Public Comments	There were no public comments provided to the AAMPO TAC members and guests in attendance.	<b>There were no public comments.</b>

<p>3. Approve minutes of February 20, 2025, Meeting. (Attachment A)</p> <p><b>Action:</b> <i>Decision on Minutes</i></p>	<p>The AAMPO TAC members in attendance agreed to approve the AAMPO TAC Minutes of February 20, 2025, meeting by consensus. The minutes were approved with no objections or corrections.</p>	<p><b>The AAMPO TAC members in attendance agreed to approve the AAMPO TAC Minutes of February 20, 2025, meeting by consensus.</b></p>
<p>4. STIP Administrative Amendments (Attachment B)</p> <p><b>Action:</b> <i>Informational</i></p>	<p>Planning Manager Matt Lehman presented the STIP Administrative Amendments to the AAMPO TAC Members for review.</p> <p>Lehman reminded members that due to the updated STIP guidelines, administrative amendments are informational only.</p> <p>The AAMPO TAC Members in attendance did not have any further questions or comments on the amendments in attachment b.</p>	
<p>5. STIP Full Amendments (Attachment C)</p> <p><b>Action:</b> <i>Preemptive Decision on Amendment</i></p>	<p>Staff McGregor provided further context on the STIP Full Amendment in attachment C to the meeting packet. This amendment is a preemptive amendment for project 21862 and project 2385 the Salem Ave Task 500 project for Millersburg.</p> <p>Daineal Malone inquired if the correction had been made to the scope of work to include Linn County with ODOT and Millersburg.</p> <p>McGregor confirmed and noted the change in language on task 1.3 of the draft scope of work.</p> <p>Gary Stockhoff moved to preemptively approve the STIP Full Amendment. Daineal Malone seconded. The motion was carried successfully.</p>	<p><b>Gary Stockhoff moved to preemptively approve the STIP Full Amendment. Daineal Malone seconded. The motion was carried successfully.</b></p>
<p>6. Salem Avenue Task 500 Draft Scope of Work (Attachment D)</p> <p><b>Action:</b> <i>Approval</i></p>	<p>McGregor shared attachment D, the Salem Ave Task 500 draft scope of work with the AAMPO TAC members and guests in attendance.</p> <p>The AAMPO TAC Members approved forwarding this scope of work to the Policy Board for review and approval of the draft.</p>	<p><b>The AAMPO TAC Members approved forwarding this scope of work to the Policy Board for review and approval of the draft.</b></p>

<p>7. Public Participation Plan, Public Review (Attachment E)</p> <p><b>Action: Approval</b></p>	<p>McGregor shared Attachment E with the members and guests in attendance. The Public Participation Plan (PPP) has an extended 45-day public comment period and will be ready for adoption at the AAMPO Policy Board meeting on March 26<sup>th</sup>.</p> <p>Daineal Malone moved to approve sending the draft PPP to the AAMPO Policy Board for approval pending any public comments received over the next 6 days. Gary Stockhoff seconded. The motion passed unanimously.</p>	<p><b>Daineal Malone moved to approve sending the draft PPP to the AAMPO Policy Board for approval pending any public comments received over the next 6 days. Gary Stockhoff seconded. The motion passed unanimously.</b></p>
<p>8. FY26 Unified Planning Work Program Review (Attachment F)</p> <p><b>Action: Review and TAC Approval</b></p>	<p>McGregor shared Attachment F, the FY26 Unified Planning Work Program (UPWP) with the AAMPO TAC members and guests in attendance.</p> <p>Daineal Malone moved to approve sending the draft UPWP to the AAMPO Policy Board for approval. Gary Stockhoff seconded. The motion passed unanimously.</p>	<p><b>Daineal Malone moved to approve sending the draft UPWP to the AAMPO Policy Board for approval. Gary Stockhoff seconded. The motion passed unanimously.</b></p>
<p>9. Jurisdictional Updates/Other Business</p> <ul style="list-style-type: none"> <li>• AAMPO</li> <li>• Albany</li> <li>• Benton County</li> <li>• Jefferson</li> <li>• Linn County</li> <li>• Millersburg</li> <li>• Tangent</li> <li>• ODOT</li> </ul>	<p><b>AAMPO Updates:</b> There were no further AAMPO updates.</p> <p><b>Jurisdictional Updates:</b> <i>Albany:</i> Chris Cerklewski shared Albany had recently applied for three different community path program grants.</p> <p><i>Benton County:</i> Gary Stockhoff noted there are no AAMPO related Benton County updates, however construction of the Courthouse off Highway 20 has officially started.</p> <p><i>Jefferson:</i> There were no members from Jefferson present.</p> <p><i>Linn County:</i> Daineal Malone shared David Evan has begun work on the Cox Creek Bridge project. Additionally, bids have been opened for the Goldfish Farm Road Bridge Project. Another update for Linn County is the Clover Ridge project has started design work.</p>	

	<p><i>Millersburg:</i> Andrew Potts shared the Transition Parkway Contractors have started work on the project. Additionally, Millersburg is working to connect the Transition Parkway to the main part of Millersburg via a multi-use path. This project currently has the city council's support. Potts added that the council is looking into potentially adding a gas tax onto their city ballot but will need to confer with other cities first.</p> <p><i>Tangent:</i> There were no members from Tangent Present.</p> <p><i>ODOT:</i> James Feldmann noted the Oregon Community Path's program will be sharing their recommended projects next week, which was one of the grants programs the city of Albany had submitted projects too.</p> <p><b>Other Business:</b> There was no other business shared with the AAMPO TAC members and guests.</p>	
10. Adjournment	The next AAMPO TAC Meeting is scheduled for Thursday, April 17, 2025.	<b>The meeting was adjourned at 9:35am by the Vice-Chair Chris Cerklewski.</b>

# MEMORANDUM

## Albany Area Metropolitan Planning Organization

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Benton County • Oregon Department of Transportation



**Date:** April 17, 2025  
**To:** AAMPO Technical Advisory Committee (TAC)  
**From:** Billy McGregor, AAMPO Staff  
**Re:** Statewide Transportation Improvement Program (STIP) Revisions

### Action Requested

Decision regarding Full Amendments to projects 23003, 23020, and 23033.

### 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 (FY2024-2027) went into effect October 1, 2023 and expires September 30, 2027. 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. For administrative amendments AAMPO staff has the authority to approve the amendment. Amendments are brought to the TAC for review and discussion. The Policy Board is notified of Administrative Amendments at their next regularly scheduled meeting.

**STIP Revisions**

<b>Row</b>	<b>Revision Type</b>	<b>Project Key Number/s &amp; Name/s</b>	<b>Project Description</b>	<b>Revision Information</b>
1	Full Amendment 24-27-2502	23003 Enhanced Mobility E&D (5310) - Linn County FY25	Urbanized area public transit capital funding to improve transit services to the special needs, seniors, and other transit-dependent populations.	Cancel project, duplicate of K23722. Approved March 2025 OTC.
2	Full Amendment 24-27-2512	23020 Enhanced Mobility E&D (5310) - Linn County FY26	Urbanized area public transit capital funding to improve transit services to the special needs, seniors, and other transit-dependent populations.	Cancel project, duplicate of K23785. Approved March 2025 OTC.
3	Full Amendment 24-27-2516	23033 Enhanced Mobility E&D (5310) - Linn County FY27	Urbanized area public transit capital funding to improve transit services to the special needs, seniors, and other transit-dependent populations.	Cancel project, duplicate of K23796. Approved March 2025 OTC.

# MEMORANDUM

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**Date:** April 17, 2025  
**To:** AAMPO Technical Advisory Committee (TAC)  
**From:** Billy McGregor, AAMPO Staff  
**Re:** Millersburg STBG Project Change Consideration

### Action Requested

Recommendation to Policy Board regarding change in funding to Millersburg STBG Scoping Project: TSP Update.

### Overview

Millersburg had been previously approved for \$35,000 for the purpose of updating their local Transportation System Plan (TSP). The decision of the TAC and Policy Board in 2023 were to approve scoping studies. Millersburg staff has determined that additional funding, \$90,000, is needed in order to do the update.

Locality	Project Type	Project Name	Project Dollar Request	Total Est Project Cost
City of Millersburg	Scoping	Millersburg TSP Update	\$35,000	\$ 40,000
City of Millersburg	Scoping	Millersburg TSP Update		

### Background on the STBG and STIP

The Albany Area MPO solicits projects for Surface Transportation Block Grant Funding (STBG) every three years. This process is known as the Metropolitan Transportation Improvement Program (MTIP) and aligns with the State Transportation Improvement Program (STIP), which are both federally required documents that catalog all federal transportation spending in the respective region (AAMPO region and State of Oregon, respectively). AAMPO receives between \$750,000 and \$1,000,0000 annually to spend on transportation projects of regional significance.

Note, during previous AAMPO STBG/SHF/STIP cycles one to two years which overlap between cycles were over budgeted leading to a recognized short fall for the 24-27 cycle. This shortfall does not affect the AAMPO STBG Reserve (\$1,050,329.53) which was set aside for scoping studies.

### Currently Approved Scoping Studies for 24-27

Locality	Project Type	Project Name	Project Dollar Request	Total Est Project Cost
City of Millersburg	Scoping	Millersburg TSP Update	\$35,000	\$ 40,000
City of Albany	Scoping	Pacific Blvd/Queen Ave Scoping Study	\$98,703	\$ 110,000