



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 Agenda

Date: Thursday, December 16, 2021
Time: 9:00am to 11:00am
Location: Join Zoom Meeting by clicking [HERE](#)
Phone: 1-669-900-6833
Meeting ID: 876 5157 5084, Passcode: 2020
Contact: Catherine Rohan, Transportation Planner

- 1) **9:00 Call to Order, Agenda Review, and Roll Call** **Chair, Gary Stockhoff**

- 2) **9:05 Public Comments** **Chair**

- 3) **9:10 Approval of Meeting Minutes (Attachment A)** **Chair**
October 21, 2021 TAC Meeting

***ACTION:** Approve minutes*

- 4) **9:15 Public Participation Plan (PPP) Update (Attachment B)** **Catherine Rohan**
Staff continued the update to the PPP begun in 2020, adding information about virtual public engagement.

***ACTION:** Review and approval to forward to Policy Board*

- 5) **9:40 FY 2022 UPWP Check-In (Attachment C)** **Rohan/Nick Meltzer**
We are near the midway point of the SFY 2022 UPWP (July 1st 2021 - June 30th 2022). Staff are taking the time to review work completed towards the current UWPW.

***ACTION:** Information only*

- 6) **10:00 2024-2027 State Transportation Improvement Program (STIP)** **Meltzer**
The 2024-2027 STIP is expected to be completed in 2023. Part of the STIP process includes project selection, which is expected in Spring of 2022.

***ACTION:** Information and discussion*

- 7) **10:20 Oregon Household Activity Survey (OHAS)** **Rohan/Meltzer**
The OHAS is a periodic effort to survey travel behavior of Oregonians across the state. Last OHAS was completed in 2008-2011. The consultant team for the current OHAS is asking each MPO if they have additional needs from the OHAS outside of the typically captured data.

***ACTION:** Information and identification of who in each jurisdiction would know of additional data needs or challenges (MPO will contact)*
- 8) **10:30 STIP revisions (Attachment D)** **Rohan**
Staff have a number of STIP revisions to inform the TAC of.

***ACTION:** Information only*
- 9) **10:40 Jurisdictional Updates/Other Business** **All**
- COVID funds MOU is ready for jurisdictions to fill out
- Happy Holidays!
- 10) **11:00 Adjournment** **All**
Next meeting: January 20th, 2022 at 9:00am

**ALBANY METROPOLITAN PLANNING ORGANIZATION
TAC REMOTE MEETING
Thursday, October 21, 2021
9:00 – 11:00 am**

DRAFT MINUTES

Members:

Chuck Knoll & Daineal Malone
Gary Stockhoff
Joe Samaniego
Walt Perry
Janelle Booth
Chris Cerklewski
James Feldmann

Representing:

Linn County
Benton County
Tangent
Jefferson
Millersburg
Albany
ODOT

Guests:

Barry Hoffman
Mark Bernard
Candy Bliss

Albany Transit
ODOT
Albany Transit

Staff: Catherine Rohan, Nick Meltzer, and Emma Chavez

| TOPIC | DISCUSSION | DECISION / CONCLUSION |
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| 1. Call to Order, Agenda Review, and Roll Call | | Meeting called to order at 9:02 am by Chair Gary Stockhoff. There were no changes to the agenda. |
| 2. Public Comment | | There were no public comments. |
| 3. Board Approval of July 15, 2021 TAC Meeting Minutes | | Consensus to approve the July 15, 2021 TAC meeting minutes with correction. |

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| 4. AAMPO House Keeping | <ul style="list-style-type: none"> - Welcome Chris Cerklewski, Albany Chris Bailey has been promoted and with her promotion she will no longer sit on the AAMPO TAC. Chris Cerklewski is the new city of Albany TAC representative. Cerklewski introduced himself. - Welcome Daineal Malone, Linn County With Chuck Knoll's retirement, Daineal Malone will be the new Linn County representative upon final county approval. - CAMPO TAC Ex-Officio Following ODOT's recommendation to increase public transportation division engagement in the MPO planning processes; staff is requesting recommendation from the TAC to the Board for Mark Bernard to serve as a TAC Ex-Officio. | Consensus from the AAMPO TAC to recommend to the Policy Board that Mark Bernard be added to the AAMPO TAC as an Ex-Officio. |
| 5. AAMPO COVID Stimulus Funds Update | <p>Staff Nick Meltzer provided an update on COVID stimulus funds memorandum of understanding (MOU). Meltzer advised that the MOU went to the TAC for review and is on the November Board agenda for final approval. Once the MOU is signed, funding will be distributed to member jurisdictions.</p> <p>Chuck Knoll with Linn County advised that he emailed feedback on the MOU. He stated that he saw a large reduction to member jurisdictions which was reallocated to the city of Albany. Knoll asked what the fund needs is for the Queen Street project. He went on to ask if the design has been completed and how short is the project. Cerklewski answered that ODOT and Union Pacific have a project to replace the crossing. They are looking for construction in 2024. Cerklewski then stated that the project that is getting stimulus funding is Queen Avenue, the associated road on either side of the ODOT and Union Pacific project.</p> | |
| 6. Bicycle and Pedestrian Plan (BPP) Update | Rohan provided an update on the BPP. She advised that recent activity includes a second community survey and policy improvement recommendations. A total of 256 community members responded to the survey which was made available to the community for three | |

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| | <p>weeks. The survey will help priorities BPP projects. The five projects that received the most public input from across the AAMPO are were:</p> <ol style="list-style-type: none"> 1. Waverly Dr: Upgrade bicycle facilities (mix of separated bike lanes, 8 foot shoulders, and buffered bike lanes preferred). <ul style="list-style-type: none"> • 121 respondents selected this project 2. Old Salem Rd & Salem Ave: Upgrade bicycle facilities (separated bike lanes preferred) <ul style="list-style-type: none"> • 110 respondents selected this project 3. Jefferson and Millersburg: Multiuse path between Jefferson and Millersburg <ul style="list-style-type: none"> • 103 respondents selected this project 4. Queen Ave: Upgrade bicycle facilities (separated bike lanes preferred) <ul style="list-style-type: none"> • 102 respondents selected this project 5. Geary St: Upgrade bicycle facilities (separated bike lanes and buffered bike lanes preferred) <ul style="list-style-type: none"> • 100 respondents selected this project <p>Rohan then shared that the Institute for Policy Research and Engagement (IPRE) helped staff draft the policy and program recommendations. Not every policy and program recommendation will be appropriate for each community, therefor communities may adopt and try out those that resonate best with them.</p> <p>BPP Next Steps:</p> <ul style="list-style-type: none"> • Continuing work on the project prioritization, which will incorporate Albany Transit System's new stop locations • Completion of policy and program recommendations • Writing project implementation and evaluation chapter • Formatting the document for readability and aesthetics • Presenting the draft document to the public and AAMPO committees for review (expected this winter) <p>Mark Bernard asked if the Queen Avenue project includes bike facility</p> | |
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| | <p>improvements. Cerklewski stated that the project does include bicycle and pedestrian facility improvements. James Feldman asked if the city supports buffer bike lanes if there is right of way. Cerklewski provided details on Queen Avenue and stated that the city does support buffer bike lanes if there is enough right of way and funding.</p> <p>Knoll stated that the survey focuses on already developed roads but there is no vision on what the needs are outside of those busy roads and the future growth of Albany. He gave some examples of roads in the city of Albany that will see future growth and the need for bicycle and pedestrian facilities. He then asked if there were any comments in the survey about downtown Albany. Rohan responded that there weren't a lot of comments of downtown Albany. There were only a few comments on the Fifth and Lyons intersection.</p> | |
| <p>7. STIP Revisions</p> | <p>Rohan advised that this is a full STIP amendment which requires a recommendation from the TAC to the Policy Board to approve or not approve the revision. Rohan reviewed the project revision for members and noted that no public comments were received between September 15th and 29th:</p> <p>Project Key #20428: US20: Ellsworth Street (Willamette River) Bridge</p> <p>In May 2018 the Oregon Transportation Committee approved canceling the construction phase of this project due to a greater need on another project with the intent of adding the construction phase back in the 21-24 STIP. ODOT's Bridge program now has the funds available to add the construction phase back.</p> <p>Add construction phase for FFY23 funded at \$5,097,300. Update project description to "Increase bridge clearance, lessen collision risk allowing more efficient movement of freight."</p> <p>Member Feedback:</p> <ul style="list-style-type: none"> • Cerklewski stated that he would like to see the amendment move forward. He noted that the bridge has been hit many | <p>Consensus to recommend the STIP amendment to the Board with ODOT to provide refresher information on the project and answer questions the TAC has brought up.</p> |

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| | <p>times in the past and recent months.</p> <ul style="list-style-type: none"> • Walt Perry asked if the increased clearance will be seen as an invitation for heavy truck traffic into downtown. • Knoll stated that the bridge has very little room for bike lanes and that may be a good future project. • Barry Hoffman stated that he would be curious to know if the project is worth the time and redirection travel for trucks. He went on to note that it would be good to know how many over height trucks are attempting to use that bridge and need to turn away. Feldmann stated that ODOT does keep permits for oversized loads therefore that information may be available. <p>Chair Stockhoff asked if the TAC would be willing to recommend the amendment to the Board with a request to have ODOT share additional information on the project and answer questions that have been brought up at today's TAC meeting.</p> | |
| <p>8. Jurisdictional Updates/Other Business</p> | <ul style="list-style-type: none"> • Future plans for in-person/hybrid meetings Meltzer asked what the TAC desire is to start planning for in person meetings and if February seems like a good plan. Feldmann voiced that his preference is remote meetings. Chair Stockhoff noted that remote meetings have seemed to work well for what is needed but finding some in person opportunities would also be welcomed. Meltzer noted that the meetings will remain remote and staff will look for in person opportunities for the coming year. • Future plans for joint meetings Staff is anticipating having a joint Board meeting in December to continue Hwy 20 discussions and prepare for the upcoming work plans. Staff is also considering a joint Board and TAC meeting in November to provide a BPP and UPWP update. Members agreed to staff recommendations. Staff will update calendar invites. | |

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| | <p>Jurisdictional Updates</p> <ul style="list-style-type: none"> • Jefferson – just opened up 5th Street between Columbia and Hazel. The street is planned to go through Cemetery Road, making it accessible to the Jefferson/Marion connection headed towards Stayton. This will alleviate congestion at the one and only stop light on Main and Hwy 164. • Tangent – doesn't have much new going on since the last meeting. Joe Samaniego did remind members that today is the great shake out day. • Linn County – the county is on the home stretch of completing the Mill City TIGER project. They are in the process of extending the completion date because the contractors have had trouble staffing their work. Also working on the Gold Fish Farm Road bridge project and doing traffic counts on Old Salem Road. <p>Chuck Knoll stated that he has always enjoyed being a part of the AAMPO TAC.</p> <ul style="list-style-type: none"> • Millersburg – the fire station project is going well and should be wrapped up by the end of May of 2022. It includes a new section of road. The city has a new Community Development Director and has put in an application to DLCDC for a minor TSP update. • Albany – working on an extensive project at 24th Avenue in south Albany. Cerklewski asked what the timeframe for ODOT to make a decision on the Enhanced projects is. Meltzer noted that the project did not move to the next level up in the STIP process. Meltzer said that within the next months there will be grant funding available that the city can apply for and may reach out to staff for assistance. Cerklewski then asked about the need for another bridge over the Willamette River and how the conversation has been brought up many times but doesn't seem to go anywhere. | |
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| | <p>Meltzer responded that the MPOs have been discussing this as a corridor issue from Philomath to I5. Staff submitted for a TGM grant to look at what the combined regional growth will be and what short, medium, and long term needs could be addressed. Unfortunately, that grant application was not successful. The discussion will continue at the joint MPO Board meeting in December. Knoll added that there have also been discussions about another bridge from Millersburg to North Albany.</p> <ul style="list-style-type: none"> • ODOT (Mark Bernard) – there are a handful of transportation and transit planning initiatives getting ready to launch. ODOT is implementing the agreements with various sub-recipients for the 21-23 biennium. ODOT just completed reporting for the national transit database. (James Feldmann) ODOT is holding an open house for the bike/ped strategic plan. There are no projects in the AAMPO area. Also, Connect Oregon has an open period for their funding cycle. • ATS – Barry Hoffman was invited to participate on the Salem-Keizer RTP update. AAMPO staff may want to be a representative on their update. The Linn-Benton Loop has started some of the STIF funded expansion. More STIF expansion is coming soon. There is an issue with finding bus drivers. The ATS expansion will come after the Loop expansion. That will also require hiring. There will be a presentation to the Albany Council on what the ATS will look like in the near future. • Benton County – the county is well underway to have plans for Gibson Hill ready to go and ready to bid in the spring. Will also be doing an overlay on Springhill from Scenic to Buena Vista next summer. Received STIF funding for a pilot project from McMinnville to Junction City for transit service. This is in conjunction with Yamhill County. Hope to start the pilot next year in the fall or sooner. Ridership is up to 50% of what it was prior to the pandemic. The Delta variant did impact a bit but with OSU back in session; there is a lot more traffic in Corvallis now. The BAT | |
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| | rebranding is moving forward. Hiring of bus drivers has also been an issue. | |
| 9. Adjournment | Next meeting: November 18 th , 2021 at 9:00am | Meeting adjourned at 10:21 am. |

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: December 9, 2021
To: AAMPO TAC
From: Catherine Rohan, AAMPO Staff
Re: Public Participation Plan Update

Action Requested

Review draft Public Participation Plan (PPP), provide input on plan update, and decision to forward to Policy Board for approval.

Overview

Previous AAMPO staff Dana Nichols began updates to the MPO's Public Participation Plan (PPP) in 2020. The update process was paused as new staff was brought on and the MPO began trying out different forms of virtual public engagement (including webinars, videos, and online surveys). Staff recently picked the PPP update back up, adding in items related to virtual public engagement and updating other areas that were out of date.

The draft PPP is presented below, additions and changes to the 2020 draft previously shown to the TAC are highlighted in green. Note that public comment on the draft PPP was solicited via a notice in the Albany Democrat-Herald. The comment period was open from November 19th to December 10th, no comments were received. The draft PPP was posted on the AAMPO website during the comment period.



Albany Area MPO Public Participation Plan



Adopted July 23, 2014
Updated XX XX, XXXX



ALBANY AREA MPO'S TITLE VI NOTICE TO PUBLIC
ALBANY AREA MPO'S TÍTULO VI COMUNICACIÓN PÚBLICA

Title VI of the Civil Rights Act of 1964 states:

“No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.”

The Albany Area MPO is committed to complying with the requirements of Title VI in all of its programs and activities. Any person who believes she or he has been aggrieved by any unlawful discriminatory practice under Title VI may file a complaint with the Albany Area MPO. A complainant may also file a complaint directly with the Federal Transit Administration by addressing the complaint to the Office of Civil Rights, Attention: Title VI Program Coordinator, East Building, 5th Floor - TCR, 1200 New Jersey Ave., SE, Washington, DC 20590.

For more information about the Albany Area MPO's Title VI / Non-Discrimination Program, including procedures for filing a complaint, contact the AAMPO Coordinator at 541 924-4548; by

Development of this document was made possible with funding from the Federal Highway Administration, the Federal Transit Administration, and the Oregon Department of Transportation as well as the support and involvement of AAMPO jurisdictions and stakeholders.

Albany Area Metropolitan Planning Organization Public Participation Plan

Adopted July, 23 2014

Updated XX, XX XXXX

DRAFT

All questions, comments, or requests for documents and services may be directed via phone, e-mail, or in person to:

Catherine Rohan, AAMPO Coordinator

Phone: 541-924-4548

E-mail: crohan@ocwcog.org

Albany Area MPO
Oregon Cascades West Council of Governments
1400 Queen Avenue SE
Albany, Oregon 97322

Documents, meeting minutes and agendas, and additional information about AAMPO activities are available on the AAMPO website: <http://www.ocwcog.org/aampo>

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Albany Area Metropolitan Planning Organization Membership

Policy Board

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| Pat Malone | Benton County |
| Ray Kopczynski | City of Albany |
| Savannah Crawford | Oregon Department of Transportation |
| Dave Beyerl | City of Jefferson |
| Darrin Lane | Citizen Representative |
| John Sullivan | City of Millersburg |
| Roger Nyquist | Linn County |
| Greg Jones | City of Tangent |

Technical Advisory Committee (TAC)

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

TAC Ex-Officio Members

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| Ned Conroy | Ex-Officio, Federal Transit Administration |
| Jasmine Harris | Ex-Officio, Federal Highway Administration |
| Mary Camarata | Ex-Officio, Oregon Department of Environmental Quality |
| Patrick Wingard | Ex-Officio, Oregon Department of Land Conservation and Development |
| Mark Bernard | Ex-Officio, Oregon Department of Transportation, Regional Transit Coordinator |

Contact Information

| | |
|-----------------|-----------------------|
| Catherine Rohan | AAMPO Staff |
| Emma Chavez | Operations Supervisor |

Oregon Cascades West Council of Governments
 Community and Economic Development Department
 541-924-8480
 1400 Queen Ave SE, Suite 205, Albany, OR 97322
<http://www.ocwcog.org/aampo>

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Chapter 1: Introduction

Federal regulations require the formation of MPOs for all urbanized areas with populations greater than 50,000. MPOs are transportation policy-making bodies established for the purpose of conducting continuing, cooperative and comprehensive (3-C) transportation planning in urbanized areas. The Albany Area Metropolitan Planning Organizations (AAMPO) is the federally designated MPO for the Albany urbanized area.

The City of Albany, the City of Jefferson, the City of Millersburg, the City of Tangent, Benton County, Linn County, and the State of Oregon, acting by and through its Department of Transportation (ODOT) make up the MPO. A portion of Marion County is within the Albany Urbanized Area boundary and, although Marion County declined to participate in the MPO, Marion County remains eligible to participate in the metropolitan planning process and remains eligible to become a party to the formation agreement at any time in the future. A map of the AAMPO planning area is included as Appendix A.

One of the central requirements for MPOs is an all-inclusive decision-making process including development and implementation of a proactive public involvement process that provides complete information, timely public notice, full public access to key decisions, and supports early and continuing public involvement in developing regional transportation plans (RTPs) and transportation improvement programs (TIPs). To ensure an all-inclusive decision-making process occurs, MPOs are required to utilize public participation plans (PPPs) that are developed in consultation with an expanded list of interested parties. Once adopted, the PPP will direct the MPO's public outreach activities during future planning and programming activities.

Purpose of the Public Participation Plan

Public participation in the transportation planning process allows the public the opportunity to voice concerns and offer suggestions about transportation-related issues, while also helping to educate the public about the technical aspects of transportation planning. In an effort to increase understanding of the metropolitan transportation process, this document includes a list of Transportation Acronyms (Appendix B) and a Transportation Glossary (Appendix C) which clarify commonly-used terms and aid in the public education process.

Through public participation, transportation professionals and decision-makers are also afforded the opportunity to see sides of an issue that may be missed when considering a project from a purely technical or political point of view. Meaningful dialog among technical professionals, local decision makers, and general stakeholders is the key to achieving consensus, which is desired before moving a project forward.

Additional benefits of public participation include:

- Identifying issues and concerns that matter most to citizens;
- Promoting accountability;
- Developing a sense of community and ownership;
- Fostering trust in the decision making process and with decision makers;
- Encouraging cooperation and compromise; and
- Preventing and/or mitigating future conflict

Federal and State Requirements for Public Participation

The Intermodal Surface Transportation Efficiency Act (ISTEA) of 1991 mandated that “MPOs develop and utilize a proactive public involvement process that provides complete information, timely public notice, full public access to key decisions, and supports early and continuing involvement of the public in developing RTPs and TIPs.” In 2005, the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) expanded these provisions to require “extensive stakeholder participation above and beyond public involvement.” This included the requirement for MPOs to develop a formal Public Participation Plan. The passage of Moving Ahead for Progress in the 21st Century (MAP-21) in 2012 reaffirmed these federal directives for public participation.

In addition to federal requirements, the State of Oregon requires public involvement in the planning process. Oregon Statewide Planning Goal 1 is Citizen Involvement. Goal 1 requires regional agencies to use existing local citizen involvement programs established by counties and cities. Further, the Oregon Public Meetings Law requires that: all meetings of governing bodies covered by the law (which include the Policy Board and Technical Advisory Committee) are open to the public; that the public be given notice of the time and place of the meetings; that meetings be accessible to everyone, including people with disabilities; and that minutes be made available to the public within a reasonable time that indicate the substance of the deliberations, decisions, and reference any information upon which such decisions are made. The public will be provided reasonable time during all public meetings to provide input, feedback and/or recommendations.

Because the PPP will ultimately drive all future public involvement activities of the MPO, it is important to conduct concerted outreach in the development of this plan. Outreach activities completed during the development of the PPP document include:

- 45-Day public comment period, with public notice on website, in local newspaper and in three paid advertisements
- Provision of draft plan to member jurisdictions with request to make copies available to the public at their offices
- Provision of hard-copy draft plan at Albany Public Library and Oregon Cascades West Council of Governments office
- Direct outreach to organizations representing stakeholder populations, including: minority groups, seniors, persons with disabilities, bike and pedestrian advocates, and transit users. Local economic development entities and neighborhood associations were also contacted.
- Presentation of draft plan for review and comment by the AAMPO member jurisdictions as represented on AAMPO Policy Board and AAMPO Technical Advisory Committee. These meetings were open to the public and advertised in in local newspaper, on the MPO website and listed on published agenda. All AAMPO meetings are accessible to those with disabilities.

Chapter 2: AAMPO Structure and Roles

Role of Policy Board

The AAMPO Policy Board is the governing board for the MPO. The Policy Board is responsible for all actions, agreements, and functions to be carried out by the MPO, including the management, supervision, policy and direction of all programs, functions and activities established and operated under the MPO. The MPO has policy and administrative responsibilities related to federal and state transportation laws and regulations including the development of the following:

- Annual Unified Work Program (UPWP) and budget
- Regional Transportation Plan (RTP)—a long-range plan updated at least every five years
- Transportation Improvement Program (TIP)—a short-range program of transportation improvement projects, updated at least every two years
- Title VI / Non-discrimination Plan and related Civil Rights compliance review
- Public Participation Plan (PPP)

Policy Board membership includes representatives from the MPO member jurisdictions: the Cities of Albany, Jefferson, Millersburg, and Tangent; Linn and Benton Counties; and ODOT.

All AAMPO Policy Board meetings are open to the public. All meetings are documented in minutes, with minutes and agendas distributed via e-mail to the AAMPO interested party list. Minutes and agendas are also posted to the AAMPO website (<http://www.ocwcog.org/aampo>).

Role of Technical Advisory Committee (TAC)

Members of the Technical Advisory Committee (TAC) are appointed by the Policy Board. TAC responsibilities are to:

- Conduct technical reviews and analysis
- Recommend the creation of special committees
- Review, evaluate and recommend adoption of AAMPO policies and plans
- Serve as technical resources for the Policy Board

The initial voting membership on the TAC includes staff representatives from the Cities of Albany, Jefferson, Millersburg, Tangent, and Linn and Benton Counties, and ODOT. The elected officials of each of the member jurisdictions appoint representatives to the TAC. Ex-officio members of the TAC may include FHWA, FTA, Oregon Department of Land Conservation and Development (DLCD), Oregon Division of State Lands (DSL), and others.

All TAC meetings are open to the public. All meetings are documented in minutes, with minutes and agendas distributed via and e-mail to the TAC members, and TAC-interested parties. Minutes and agendas are also posted to the AAMPO website (<http://www.ocwcog.org/aampo>).

AAMPO Staffing

AAMPO's staffing - including administrative, bookkeeping, and computer services - is performed by the Oregon Cascades West Council of Governments (OCWCOG) under a contract with the Policy Board. OCWCOG staff dedicated to AAMPO activities are located in the Community and Economic Development Department (CED). AAMPO is governed independently of OCWCOG through the Policy Board. Figure 1 shows the relationship between AAMPO and OCWCOG.

Figure 1: AAMPO Organization Chart



Chapter 3: Public Participation Process

AAMPO strives for an all-inclusive public process consistent with the provisions of Federal Highway Administration (FHWA) Title 23 Code of Federal Regulations Part 450 (23 CFR 450) and Federal Transit Administration (FTA) 49 CFR 613 as retained and amended by SAFETEA-LU and MAP-21. AAMPO will, at a minimum, take the following actions to “ensure early and continuing involvement of the public in developing plans and TIPs”, in accordance with 23 CFR 450 and 49 CFR 613.

Coordination & Consultation

- Consult with agencies and officials responsible for other planning activities within the planning area that will be affected by transportation in the development of AAMPO plans and programs, such as the Regional Transportation Plan (RTP) and Transportation Improvement Program (TIP). This includes Tribal governments and Federal land management agencies, as applicable.
- Develop coordination protocols with the Corvallis Area Metropolitan Planning Organization, the Cascades West Area Commission on Transportation and the Mid-Willamette Valley Area Commission on Transportation
- Coordinate with statewide transportation agencies on their public involvement and consultation processes

Accessibility & Information

- Hold public meetings at convenient and accessible locations and times
- Hold virtual (on-line) public meetings in accessible formats and at accessible times. Facilitate meetings such that they replicate, as best possible, interactions and learning that takes place at in-person meetings
- Make public information available in electronically-accessible format, this can include video recordings and documents
- Provide reasonable public access to technical and policy information used in the development of plans and programs
- Employ visualization techniques to describe RTPs and TIPs

Timeliness

- Provide timely information about transportation issues and processes to all stakeholders, including affected public agencies, private providers of transportation, and other interested parties and segments of the community affected by transportation plans, programs, and projects
- Provide adequate public notice of public involvement activities and time for public review and comment

Public Comment

- Demonstrate explicit consideration and response to public input received during the development of the RTP and TIP
- Provide an additional opportunity for public comment if the final RTP or TIP differs significantly from the version that was initially made available for comment

- Make available a report or summary on the disposition of significant written or oral comments received on draft plans and programs. If appropriate this may be included as part of the final plan or program

Social (includes Environmental) Justice

- Seek out and consider the needs of those traditionally underserved by existing transportation systems, including low-income and minority households, persons with disabilities, and the senior population
- Implement the MPO's Title VI / Nondiscrimination Plan, review the Plan annually

Evaluation

- At a minimum of every five years, fully review the effectiveness of the Public Participation Plan to ensure a full and open participation process. An abbreviated document review will be conducted annually

Virtual Public Engagement

In addition to the actions listed above, AAMPO is also committed to expanding public participation opportunities through virtual public engagement. Virtual public engagement is a toolset for expanding public engagement efforts beyond traditional outlets. Virtual public engagement includes virtual (on-line) open houses, outreach through social media, video recordings, ArcGIS StoryMaps, and other tools that can be engaged with on-line.

Virtual public engagement is not new, however, the novel Coronavirus (COVID-19) pandemic has further underlined the valuable role virtual public engagement can play in gathering public input. AAMPO intends to continue using virtual public engagement in the future, pairing virtual public engagement with more tradition in-person engagement methods. A mixed strategy approach to public engagement allows more community members to participate in the planning process.

Chapter 4: Inclusion of Interested Parties

CFR 24 U.S.C. 134 defines interested parties as follows: citizens, affected public agencies, representatives of public transportation employees, freight shippers, providers of freight transportation services, private providers of transportation, representatives of users of public transportation, representatives of users of pedestrian walkways and bicycle transportation facilities, representatives of the disabled and other interested parties.

Contact lists of “interested parties” are maintained for the AAMPO Policy Board and the Technical Advisory Committee. Anyone interested in being added to the interested party list of any of the AAMPO committees may do so by contacting AAMPO staff.

In addition to members of the general public who provide valuable input, AAMPO has identified the following stakeholder groups as important participants in the public participation process for AAMPO plans and programs.

Minority and Low Income Populations

Environmental Justice Considerations and Title VI of the 1964 Civil Rights Act (42 U.S.C. 2000d-1) states that "No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance." Title VI bars intentional discrimination as well as disparate impact discrimination (i.e., a neutral policy or practice that has a disparate impact on protected groups).

The federal Executive Orders pertaining to Environmental Justice (EJ) further amplify Title VI by providing that "each Federal agency shall make achieving environmental justice part of its mission by identifying and addressing, as appropriate, disproportionately high and adverse human health or environmental effects of its programs, policies, and activities on minority populations and low-income populations."

To ensure full compliance with Title VI and the Environmental Justice Order, AAMPO has a Title VI/Non-discrimination Plan. The original Title VI/Non-discrimination Plan was adopted in 2014 and was last revised in 2020, the Plan is reviewed every year. The Title VI/Non-discrimination Plan outlines actions the MPO takes to effectively engage minority and low-income populations in transportation decision making. Actions identified in the plan include:

- Adoption of a policy statement regarding the MPO’s adherence to Title VI of the Civil Rights Act and related policies and regulations addressing non-discrimination requirements
- Designation of a Title VI Coordinator to implement the plan, accept complaints and provide periodic review of the efficacy of the plan
- Development and implementation of a Public Participation Plan
- Consideration of Limited English Proficiency
- Consideration of Environmental Justice
- Gathering and maintaining statistical data regarding minority, low-income and protected populations in the AAMPO area
- Providing Title VI Notice to the Public
- Establishing a public complaint process to address and resolve Title VI concerns
- Maintaining a record of Title VI complaints
- Completing employee trainings on Title VI and related topics

- Completing required annual Title VI reports

The AAMPO Title VI Program is inherently related to public participation and is considered part of this Public Participation Plan by this reference.

Seniors and Persons with Disabilities

The needs of seniors and individuals with disabilities are important factors when planning and building a transportation system. For planning purposes, AAMPO defines a “senior” as: a person 60 years of age or older (persons eligible for Albany Transit Call-A Ride transportation services and eligible for Senior/Disabled fare). The ADA defines a person with a disability as a person who has a physical or mental impairment that substantially limits one or more major life activity. Organizations or individuals representing these populations can be included in AAMPO contact lists, and may be represented on AAMPO committees.

Transportation Providers

These stakeholders include public and private agencies representing transit (fixed-route, shared-ride, paratransit, intracity) and freight (rail, truck, air,) interests. Organizations representing these interests may be included in AAMPO contact lists and are represented on AAMPO committees.

Federal, State, Regional & Local Government Agencies

In order to comply with Federal and State regulations and to be consistent with the planning processes of State and local entities, AAMPO staff regularly consult with the Oregon Department of Transportation (ODOT) and the Federal Highway Administration (FHWA) through reviews and committee meetings, and by e-mail and phone as work products are drafted and reviewed. In addition there may be one or more ex-officio (non-voting) members from FHWA and Federal Transit Administration (FTA) on the Technical Advisory Committee.

Other agencies involved in the process, but not necessarily on a regular basis, include business and freight representatives.

Regional and local municipal agencies are represented on the AAMPO Policy Board and on AAMPO subcommittees.

Special Interests

Special-interest groups offer differing opinions on the need for and scope of transportation services and facilities in the region. Special-interest groups which may be invited into the process include, but are not limited to:

- Local neighborhood and environmental organizations
- Chambers of Commerce
- Albany-Millersburg Economic Development Corporation (AMEDC)
- School districts
- Bicycle & pedestrian advocates

Chapter 5: Outreach Activities and Evaluation

AAMPO uses a variety of methods to inform and engage the public during the planning, update, and amendment of plans and programs. The type of engagement tool used and the degree to which the public are encouraged to be involved depends on the planning activity that is taking place.

Successful evaluation of the effectiveness of the public participation plan requires tracking outreach activities and establishing initial baseline measurements. Reasonable effort will be made to regularly evaluate the MPO's efforts to engage the public. Potential public involvement tools and related tracking or evaluation criteria are listed in the table below.

The novel coronavirus (COVID-19) pandemic greatly limited in-person engagement activities. AAMPO adjusted by increasing focus on virtual engagement tools, such as webinars, online mapping, and additional social media posts. AAMPO intends to continue virtual engagement post COVID-19 in recognition that a combination of virtual and in-person engagement allows for the most participation.

Public Involvement Tools and Evaluation Criteria

| Public Involvement Tool | Evaluation Criteria | Methods to Meet Goal(s) |
|---|---|--|
| Public Participation Plan (PPP) | Required by law; TAC, and Policy Board discussion | Review periodically to incorporate the improvement strategies resulting from public involvement evaluations and insight from TAC, and Policy Board review. |
| E-Mail Announcements, Master Contact Database/E-mail List | Number of contacts; Number of returned messages | Make corrections when e-mails are returned. Increase e-mail list by advertising the availability of e-mail announcements using other public involvement tools. |
| Community Stakeholder List (subset of master contact database, includes groups such as Linn-Benton Hispanic Advisory Committee, local non-profits, community organizations, etc.) | Number of contacts; Number of returned messages; Number of group meetings attended (for stakeholders who hold their own meetings) | Establish a continuing relationship with stakeholders by staying informed of their activities (through e-newsletters etc.), emailing group contact person about opportunities for input (including those outside of AAMPO), asking what stakeholders need to be involved, and attending group meetings as an observer. |
| Website, both standalone project websites and OCWCOG hosted webpage | Number of hits; Number of comments | Include website address on all organization products. Link website to partner organizations. |
| Public Service Announcements (PSA) | Number of PSAs ran | Request PSAs be run by local radio, TV, print and other media outlets. |

| Public Involvement Tool | Evaluation Criteria | Methods to Meet Goal(s) |
|---|--|---|
| Newspaper Advertisements and Legal Advertisements | Number of contacts; Geographic coverage of contacts | Place publication in prominent location of paper if possible. Increase size or change layout for greater visibility. Include notice in publications that reach underserved populations. |
| Press Releases | Number of media reached, calls, letters, e-mails. | Utilize press releases to encourage media coverage. Maintain a current media contact list. |
| Direct Mailings | Calls, letters, etc.; Number of persons reached | Adjust mailing list to more accurately target affected areas. Use the most up-to-date information to maintain the mailing list. |
| Flyers/Posters/Handouts | Calls, letters, etc.; Number of persons reached, can also include hits to specific QR codes included on flyers. | Increase distribution to common areas where posters will be more visible to the general public. Also consider distribution through less traditional means, such a bookmarks, table tents, staked yard signs, on-bus marketing, and information in utility bills. |
| Community Events | Number of community events attended; Number of people spoken to; Number of “interested person” signups or responses to request, etc. | Identify list of community events, determine event coordinator/contact person. Gather materials for event, such as large scale maps, dot boards, visual preference surveys, handouts etc. Create a welcoming environment, consider giveaways if appropriate. |
| Speakers Bureau/Small Group meetings | Number of persons reached based on signup sheet and number of groups reached | MPO staff and any consulting staff should be available in a timely manner to make presentations about MPO activities. Presentations should provide the specific information requested by the group. |
| Focus Groups/Interviews | Number of responses to focus group invitations; Number of focus group attendees; Number of attendees from hard to reach and historically underrepresented communities; Number of focus groups held; Number of original comments and ideas recorded | Promote focus groups via community partners, AAMPO e-mail list, social media, and physical postings. Personalize invitations for hard to reach and historically underrepresented communities. Provide incentives to participate, such as food, gift cards, etc. when available. |

| Public Involvement Tool | Evaluation Criteria | Methods to Meet Goal(s) |
|--|---|---|
| Planning Document Distribution (physical and online) | Number and variety of distribution sites, both physical and online; Traffic to webpage hosting document; Views of video walking through and summarizing the document | Build distribution list to include county and city government buildings, libraries, websites, and social media outlets. Connect with Public Information Officers to discuss physical and online posting. Videos may be posted on AAMPO and project websites and linked from community partner sites and e-newsletters. |
| Videos/recordings of open houses, documents, etc. | Views and comments on video/recording; Number of responses to any associated survey | Post videos in easily accessible locations, share posting through community partners, AAMPO e-mail list, social media, etc. |
| Comment Forms | Calls, letters, etc.; Number of responses | Encourage responses by explaining the importance of receiving comments. |
| Public facing materials (text/graphics/visualizations) | Materials are readable and accessible. Text is written in plain language, preferably at or below an 8 th grade reading level; Where feasible, text is replaced with graphics; Text and graphics are balanced; Comment form noted that graphics were “useful”; Limited questions related to graphic explanation; Amount of engagement with interactive graphics | Check Microsoft Word readability score for text documents. Review graphics and visualizations with outside parties and/or ADA/Title VI Coordinator to check for understanding. Include graphics and visualization techniques online and during public meetings and hearings. Note that graphics can also include interactive maps and products such ArcGIS StoryMaps. |
| Webinars/Virtual Open Houses | Number of webinars given; Number of webinar attendees; Number of recorded webinar views; Feedback from follow ups, such as surveys, comments on video recordings, and emails | Promote webinars via community partners, AAMPO e-mail list, social media, and physical postings. Make adaptations and accommodations for online environment, examples HERE . Post webinar recordings promptly in an easy to find location. |
| In-person Open Houses | Number of attendees; Number of comments received; Feedback from follow up surveys, emails, etc. | Promote events via community partners, AAMPO e-mail list, social media, and physical postings. |

| Public Involvement Tool | Evaluation Criteria | Methods to Meet Goal(s) |
|----------------------------|--|---|
| Surveys (online and paper) | Number of surveys completed; Degree to which survey demographics reflect community demographics; Number of comments received | Promote surveys via community partners, AAMPO e-mail list, social media, and physical postings. Limit survey difficulty and length. Ensure online surveys are desktop and mobile friendly. Increase survey engagement with visuals, mapping exercises, and non-traditional survey techniques such visual preference and up/down voting. Personalize survey invitations for hard to reach demographics. Provide incentives to complete surveys when available. |

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Chapter 6: Public Participation Procedures for AAMPO Plans & Programs

Regional Transportation Plan (RTP)

AAMPO is required by Federal law to prepare a long-range (20-year) Regional Transportation Plan (RTP), and update the plan every five years. The plan, at a minimum, must address:

- Transportation facilities, including major roadways, transit, multimodal and intermodal facilities, and intermodal connectors
- Environmental mitigation activities
- A financial plan
- Operational and management strategies
- Capital investment and other strategies
- Transportation and transit enhancement activities

As the RTP is being prepared, AAMPO will make use of the public involvement tools listed in the previous section. Each activity and its results will be summarized and incorporated into the RTP as appropriate (either within the body of the RTP or as an appendix). Public participation is encouraged throughout the update process at AAMPO and technical committee meetings, through comments received by AAMPO, and at outreach events.

The RTP is updated at least every five years. Amendments to the RTP may occur when significant changes have been made in Federal transportation law. “Significant” changes include:

- Changing the scope of the planning process (i.e. adding a new planning factor)
- Adding new requirements for the development of the plan
- Adding new requirements for consultation

The public notice process for a new or amended RTP will include:

- Publishing the draft plan along with a public notice on the AAMPO website at <http://www.ocwcog.org/aampo> to begin a 45-day public comment period on the plan document
- Distributing the public notice via e-mail to all AAMPO interested parties lists
- Inviting the public, and notifying the media, by meeting agenda to provide public comment at the AAMPO Policy Board meeting scheduled to adopt the new or amended RTP or modal plan.
- Comments made at the meeting are recorded in the minutes and comments received by AAMPO are read into the minutes

A summary of the public process will be included in the RTP. This may include a summary of public comments. The RTP and related documents will be made available in digital format at <http://www.ocwcog.org/aampo> and in hardcopy at the Oregon Cascades West Council of Governments office. Hardcopies will be distributed to AAMPO member communities, agencies, and other stakeholders by request on a case by case basis. Reasonable requests for alternate formats will be considered and accommodated when possible. Hardcopies of the RTP may be requested. A fee may be charged, depending on the nature of the request.

Transportation Improvement Plan (TIP)

Federal legislation requires that the Albany Area MPO develop a Metropolitan Transportation Improvement Plan (MTIP, or simply TIP) at least every four years. The TIP must be developed in cooperation with the state and transit operators and shall be approved by the Policy Board and the

Governor. Copies of the TIP are provided to the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA), and made available to the general public on the AAMPO webpage.

The TIP must be consistent with the RTP and include:

- A list of proposed federally or state funded and regionally significant projects to be carried out within the time period after the initial adoption of the TIP
- A prioritization process for allocating funds
- Project descriptions in sufficient detail to identify each project or phase of the project
- A financial plan that demonstrates how the TIP can be implemented and indicates resources from public and private sources that are reasonably expected to be available to carry out the program

The TIP will also serve as the federally-required Program of Projects (POP) for recipients of 5307 transit funds, and the public involvement activities described in this PPP shall satisfy public involvement and notification requirements for the POP. Public notice for the TIP will have an explicit statement that the advertised TIP public involvement activities and public review period will satisfy the POP requirements.

The TIP is occasionally revised, with revisions first submitted to MPO staff for review. Staff will work with the project sponsor, ODOT, the United States Department of Transportation (USDOT), and the AAMPO Policy Board to determine if the proposed revision is classified as a full amendment, administrative amendment, or adjustment and will incorporate them into the TIP accordingly. Full amendments require Policy Board approval and some level of public notice. Administrative amendments require TAC approval and are brought to the Policy Board as informational items. Adjustments are processed by MPO staff in cooperation with project sponsor and ODOT and are brought to the TAC as informational items as appropriate.

Public participation is encouraged throughout the TIP development and amendment processes in the following ways:

- When a new TIP is being developed, or projects are being evaluated and selection for funding, special public notice will be provided through the AAMPO website, emails to interested parties, notice in local media and other means as appropriate
- A current TIP will be posted on the AAMPO website
- The public is invited to attend all TAC and Policy Board meetings, at which the development of or amendments to the TIP will be discussed
- Comments made at the meeting are recorded in the minutes and comments received are included in the minutes
- Special public involvement opportunities, which may include additional public meetings or informational sessions, both in person and virtually. Such meetings may be recorded and posted online for asynchronous viewing and commenting

Copies of public notices and a summary of comments received will be made available, and may be incorporated into an appendix in the final TIP document. The TIP will be made available in digital format at <http://www.ocwcog.org/aampo> and in hardcopy at the Oregon Cascades West Council of Governments office. Hardcopies of the TIP will be distributed to AAMPO member jurisdictions, agencies, and other stakeholders by request on a case by case basis. Reasonable requests for alternate formats will be considered and accommodated when possible. Hardcopies of the TIP may be requested.

Public Participation Plan

During the development of the first PPP, a 45-day public comment period will be provided and Interested Parties will be contacted for input. The public participation process outlined in the PPP will be evaluated and amended periodically. An amendment to the PPP may also occur if a federal or state regulation regarding public participation or environmental justice has been created or modified. In all cases, the public will be invited to provide comment. Public participation is encouraged throughout the update process at AAMPO Policy Board and Technical Advisory Committee meetings.

Title VI and Non-Discrimination Program/Limited English Proficiency Plan

AAMPO will maintain a Title VI and Non-discrimination Plan in compliance with Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, and related federal regulations. The plan will include a Limited English Proficiency Plan. The Title VI / Non-discrimination Plan will reflect AAMPO's commitment to ensuring that no person shall - on the ground of race, color, national origin, religion, age, marital status, sexual orientation, or disability - be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity conducted by the MPO. The AAMPO Title VI Program is inherently related to public participation and will be considered part of this Public Participation Plan by this reference.

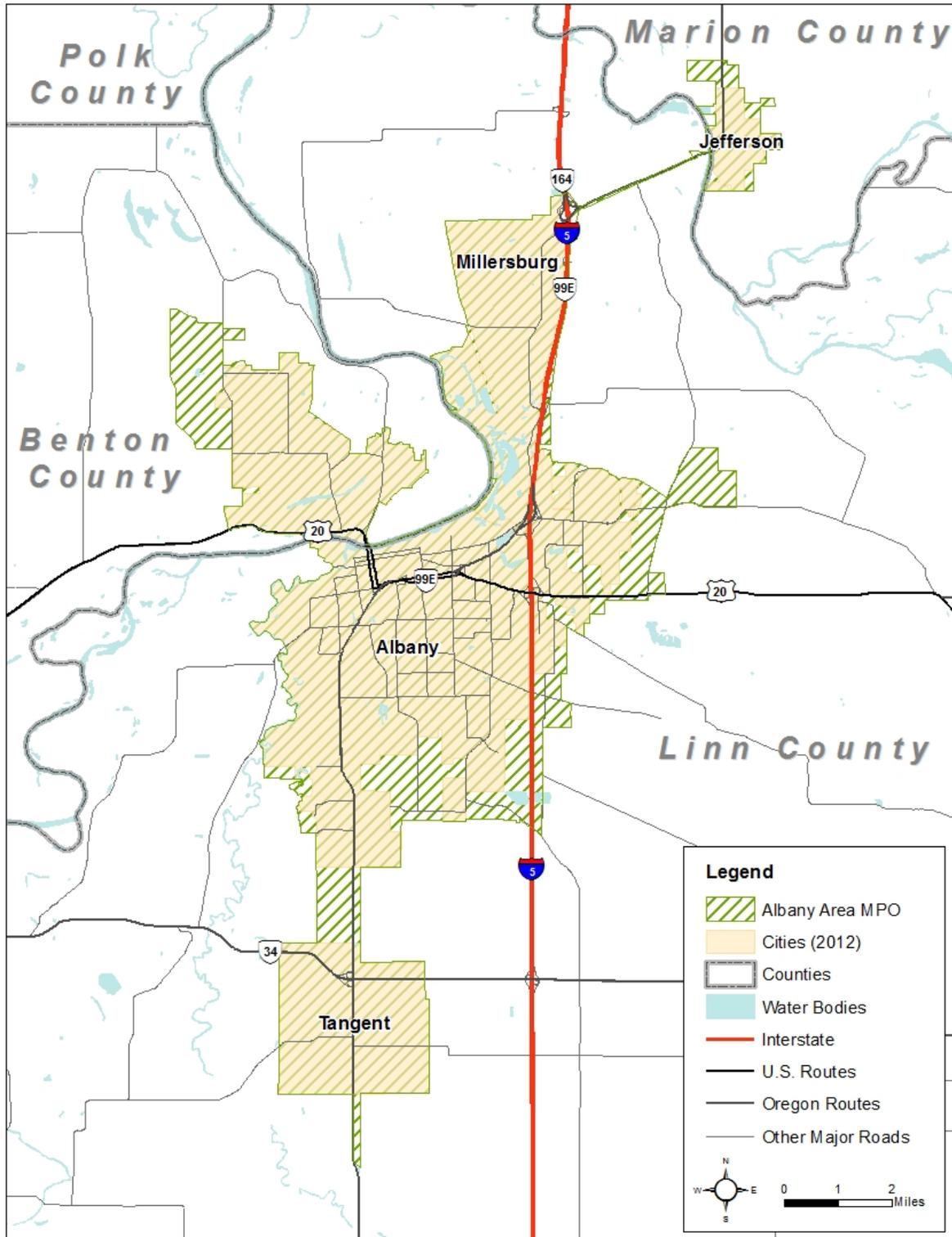
The Title VI Program will be reviewed on a regular basis and amended as required by federal regulations. An amendment to the Title VI Program may occur if a federal regulation regarding non-discrimination or limited English proficiency has been created or modified. In all cases, the public will be invited to provide comment. Public participation is encouraged throughout the update process at AAMPO Policy Board and Technical Advisory Committee meetings, through comments received at the AAMPO office, and at outreach events.

Public participation is encouraged during the development or amendment process of the Title VI / Non-discrimination Plan in the following ways:

- Publishing the Title VI Program and a public notice on the AAMPO website: <http://www.ocwcog.org/aampo>
- Distributing public notices via mail and e-mail to AAMPO Stakeholders and Interested Parties
- Direct outreach to Interested Parties, in person or via telephone
- Inviting the public and notifying the media of public comment opportunities at AAMPO Policy Board meetings where the Title VI Program is scheduled for review and/or adoption
- Comments made at the meeting or received at the staff office are recorded in the minutes

The Title VI Program and related documents will be made available in digital format at <http://www.ocwcog.org/aampo> and in hardcopy at the AAMPO staff office. Hardcopies of the Title VI Program will be distributed to AAMPO member jurisdictions, agencies, and other stakeholders by request on a case by case basis. Reasonable requests for alternate formats will be considered and accommodated when possible.

Appendix A: Albany Area MPO Map



Appendix B: Transportation Acronyms

3-C – Continuing, Comprehensive and Cooperative Planning Process

3R – Resurfacing, restoring, and rehabilitating

AAA – American Automobile Association

AASHO – American Association of State Highway Officials

AASHTO – American Association of State Highway & Transportation Officials

ACT – Area Commission on Transportation

ADA – Americans with Disabilities Act

ADT – Average Daily Traffic (or Average Daily trips)

AMPO – Association of Metropolitan Planning Organizations

APA – American Planning Association

APTA – American Public Transportation Association

ARBA – American Road Builders' Association

ARMA – American Road Makers' Association

ARRA – American Recovery and Reinvestment Act

ARTBA – American Road and Transportation Builders' Association

ATS – Albany Transit System

BMCS – Bureau of Motor Carrier Safety

BMP – Best Management Practice

BMS – Bridge Management System

BRT – Bus Rapid Transit

BTS – Bureau of Transportation Statistics

CAA – Clean Air Act

CAA(A) – Clean Air Act Amendments

CALM – Corvallis Albany Lebanon Model

CAMPO – Corvallis Area MPO

CFR – Code of Federal Regulations

CIP – Capital Improvement Program

CMAQ – Congestion Mitigation and Air Quality Program

CMP – Congestion Management Process (Plan)

CMS – Congestion Management System

COG – Council of Governments

CTS – Corvallis Transit System

CWACT – Cascades West ACT

DEIS – Draft Environment Impact Statement

DEQ – Department of Environmental Quality

DLCD – Department of Land Conservation and Development

DOT – Department of Transportation

EEO – Equal Employment Opportunity

EIS – Environmental Impact Statement

EJ – Environmental Justice

EPA – Environmental Protection Agency

FAA – Federal Aviation Administration

FAP – Federal-aid primary

FAS – Federal-aid secondary

FAU – Federal-aid urban

FAUB – Federal-aid Urban Boundary

FEIS – Final Environmental Impact Statement

FFC – Federal Functional Classification

FHWA – Federal Highway Administration

FONSI – Finding of No Significant Impact

FRA – Federal Railroad Administration

FTA – Federal Transit Administration

FFY – Federal Fiscal Year

FY – Fiscal Year

GIS – Geographic Information Systems

GHG – Greenhouse Gases

GPS – Global Positioning Systems

HBP – Highway Bridge Program

HCM – Highway Capacity Manual

HTF – Highway Trust Fund

HOV – High Occupancy Vehicle

HPMS – Highway Performance Monitoring Systems

HRB – Highway Research Board

HSIP – Highway Safety Improvement Program

HSR – High Speed Rail

I/M – Inspection and Maintenance

IAMP– Interchange Area Management Plan

ICC – Interstate Commerce Commission

IHS – Interstate Highway System

IM – Interstate Maintenance

IRF – International Road Federation

ISTEA – Intermodal Surface Transportation Efficiency Act of 1991

ITS – Intelligent Transportation Systems

IVHS – Intelligent Vehicle Highway Systems

LCDC – Land Conservation and Development Commission

LOS – Level of Service (Traffic flow rating)

LRT – Light Rail Transit

L RTP – Long-Range Transportation Plan

MAP-21 – Moving Ahead for Progress in the 21st Century

MIS – Major Investment Study

MOA – Memorandum of Agreement

MOU – Memorandum of Understanding

MOVES – Motor Vehicle Emission Simulator

MPO – Metropolitan Planning Organization

MSA – Metropolitan Statistical Area

MTP – Metropolitan Transportation Plan, also called and RTP or Regional Transportation Plan

MTIP – Metropolitan Transportation Improvement Program

MUTCD – Manual on Uniform Traffic Control Devices

MWACT – Mid-Willamette Valley ACT

Albany Area MPO Public Participation Plan

NAA – Non-Attainment Area

NAAQS – National Ambient Air Quality Standards

NEPA – National Environmental Policy Act of 1969

NHS – National Highway System

NHTSA – National Highway Traffic Safety Administration

NOX – Nitrogen Oxides

O&M – Operations and Maintenance

ODOT – Oregon Department of Transportation

OHP – Oregon Highway Plan

OM&P – Operations, Maintenance and Preservation

OMPOC – Oregon MPO Consortium

ORFS – Oregon Roads Finance Committee

OTC – Oregon Transportation Commission

OTIA – Oregon Transportation Investment Act

OTP – Oregon Transportation Plan

OTREC – Oregon Transportation Research and Education Consortium

PCI – Pavement Condition Index

PCR – Pavement Condition Rating

PE – Preliminary Engineering

PEA – Planning Emphasis Area (as established by FHWA)

PL – Planning Funds

POP – Program of Projects

PPM – Policy and Procedure Memorandum

PPP – Public Participation Plan

PS&E – Plans, Specifications, and Estimates

RFP – Request for Proposal

ROW – Right of Way

RR – Railroad

RTP – Regional Transportation Plan. Also called an MTP or Metropolitan Transportation Plan.

RTPO – Rural Transportation Planning Organization

SAFETEA-LU – Safe, Accountable, Flexible, Efficient Transportation Equity Act – a Legacy for Users

SDC – System Development Charge

SIB – State Infrastructure Bank

SIP – State Implementation Plan

SOV – Single Occupancy Vehicle

SPR – State Planning and Research funds

SRTS – Safe Routes to School

STA – Special Transportation Area

STF – Special Transportation Fund

STIF – Statewide Transportation Improvement Fund

STIP – Statewide Transportation Improvement Program

C-STIP – Construction STIP

D-STIP – Development STIP

STP – Surface Transportation Program

STP-E - Surface Transportation Program – Enhancement

STP-R - Surface Transportation Program – Rural

STP-S - Surface Transportation Program – State

STP-U - Surface Transportation Program – Urban

STPP – Surface Transportation Policy Project

TAC – Technical Advisory Committee

TAZ – Traffic Analysis Zone

TCM – Transportation Control Measure

TDM – Transportation Demand Management

TDP – Transit Development Program

TEA-21 – Transportation Equity Act for the 21st Century

TIFIA – Transportation Infrastructure Finance & Innovation Act of 1998

TIP – Transportation Improvement Program, either MTIP or STIP

TMA – Transportation Management Area

TO – Transportation Options

TOD – Transit Oriented Development

TPAU –Transportation Planning Analysis Unit (ODOT)

- TPR** – Transportation Planning Rule
- TRB** – Transportation Research Board
- TSI** – Transportation System Improvements
- TSM** – Transportation System Management
- TSP** – Transportation System Plan
- TUF** – Transportation Utility Fee

- UGB** – Urban Growth Boundary
- UPWP** – Unified Planning Work Program
- U.S.C.** – United States Code
- UZA** – Urbanized Area

- V/C** – Volume to Capacity (ratio)
- VMT** – Vehicle Miles Traveled
- VOCs** – Volatile Organic Compounds
- VPD** – Vehicles Per Day

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Appendix C: Transportation Glossary

5303 – FTA Section 5303 transit planning funds for metropolitan areas. One of two main sources of a MPO's operating funds, the other being Planning Funds (PL funds) from FHWA.

5307 – FTA Section 5307 formula grants for metropolitan areas. Funds can be used for public transportation capital, planning, job access and reverse commute projects. 5307 funds may also be used for operating expenses in MPOs of less than 200,000 or if the system has fewer than 100 buses. The City of Albany, which operates Albany Transit System, is the direct recipient of AAMPO's 5307 funds.

5310 - FTA Section 5310 formula grants to enhance mobility of seniors and those with disabilities. In Oregon, 5310 Special Transportation Fund (STF) agencies receive the 5310 funds on behalf of the smaller MPOs (populations less than 200,000). The STF agencies coordinate with MPOs to determine how 5310 funds will be spent within the MPO area. AAMPO's STF agency is Linn County.

5311 – FTA Section 5311 formula grants for non-urbanized areas. Funds are used for capital, planning, and operating assistance to support public transportation in rural areas with populations of less than 50,000 (non-urbanized areas outside of MPOs).

5339 - FTA Section 5339 federal capital investment grants for buses and bus facilities (previously 5309)

Alternative Modes of Transportation - Forms of transportation that provide transportation alternatives to the use of single-occupant automobiles. Examples include: rail, transit, carpools, bicycles, and walking.

Americans with Disabilities Act (ADA) - Federal civil rights legislation for persons with disabilities, signed into law in 1990, that prohibits discrimination specifically in the areas of employment, public accommodation, public services, telecommunications, and transportation. Transportation requirements include the provision of "comparable paratransit service" that is equivalent to general public fixed-route service for persons who are unable to use regular bus service due to a disability.

Area Sources - Small stationary and non-transportation pollution sources that are too small and/or numerous to be included as point sources but may collectively contribute significantly to air pollution (e.g., dry cleaners).

Arterial Street - A class of street serving major traffic movements (high-speed, high volume) for travel between major points.

Attainment Area - An area considered to have air quality that meets or exceeds the U.S. Environmental Protection Agency (EPA) health standards used in the Clean Air Act. Nonattainment areas are areas considered not to have met these standards for designated pollutants. An area may be an attainment area for one pollutant and a nonattainment area for others.

Attainment Plan - A program of air pollution emission control measures associated with state and federal requirements which are designed to ensure that an area achieves attainment with an ambient air standard.

Balanced Transportation System - A system that provides a range of transportation options and takes advantage of the inherent efficiencies of each mode.

Board of County Commissioners (BCC) – Twelve elected officials (three per county) who serve as the administrative and policy decision makers for Linn, Benton, Lincoln and Marion counties.

Capacity - A transportation facility's ability to accommodate a moving stream of people or vehicles in a given time period. The maximum rate of flow at which persons or vehicles can be reasonably expected to traverse a point or uniform segment of a lane or roadway during a specified time period under prevailing roadway, traffic, and control conditions; usually expressed as vehicles per hour or persons per hour.

Capital Improvement Program (CIP) - A plan for future capital infrastructure and program expenditures which identifies each capital project, its anticipated start and completion, and allocates existing funds and known revenue sources for a given period of time. Each local government has a CIP.

Capital Program Funds - Financial assistance from the Capital Program of 49 U.S.C. This program enables the Secretary of Transportation to make discretionary capital grants and loans to finance public transportation projects divided among fixed guideway (rail) modernization; construction of new fixed guideway systems and extensions to fixed guideway systems; and replacement, rehabilitation, and purchase of buses and rented equipment, and construction of bus-related facilities.

Categorical Exclusions (CE) - Documents prepared under the National Environmental Policy Act (NEPA) for federal actions that do not have a significant human and natural environmental effect.

Clean Air Act (CAA) - Federal statutes established by the United States Congress which set the nation's air quality goals and the process for achieving those goals. The original Clean Air Act was passed in 1963, but the national air pollution control program is actually based on the 1970 version of the law. The 1990 Clean Air Act Amendments are the most far-reaching revisions of the 1970 law.

Clean Water Act (CWA) - Federal law regulating the quality of the waters of the United States. Amendments to the CWA in 1987 require local jurisdictions to develop stormwater management plans for the control of municipal nonpoint source pollution.

Comprehensive Plan - An official document adopted by a local government that describes the general, long-range policies on how the community's future development should occur. A local comprehensive plan must be in compliance with Oregon state land use planning goals.

Congestion - A condition under which the number of vehicles using a facility is great enough to cause reduced speeds and increased travel times.

Congestion Management System (CMS) - Systematic process for managing congestion. Provides information on transportation system performance and finds alternative ways to alleviate congestion and enhance the mobility of people and goods, to levels that meet state and local needs.

Congestion Mitigation & Air Quality Improvement Program (CMAQ) - A categorical Federal-aid funding program created with the ISTEA. Directs funding to projects that contribute to meeting National air quality standards. CMAQ funds generally may not be used for projects that result in the construction of new capacity available to SOVs (single-occupant vehicles).

Criteria Pollutants - Air pollutants for which there are National Ambient Air Quality Standards that have been established by the Environmental Protection Agency to protect the public health and welfare from their known adverse effects. There are additional standards set by the State of Oregon. Communities are required to test the air continually for those criteria pollutants which appear to merit testing, based on historical data and trends, and population.

Department of Land Conservation and Development (DLCD) - The state department that administers Oregon's state-wide land use program. Land Conservation and Development Commission (LCDC) is the appointed policy board that guides DLCD.

Department of Transportation (DOT) - When used alone, indicates U.S. Department of Transportation. In conjunction with a place name, indicates state, city, or county transportation agency (e.g., Oregon Department of Transportation is ODOT).

Design Standards - Standards that are met when a new road is constructed, or when a deficient section is improved. These standards pertain to all relevant geometric and structural features required to provide a desired level of service over the life of the project. The life of the project is generally 20 years beyond its implementation.

Enhancements - Activities that assist communities reach social, cultural, aesthetic and environmental goals as well as help harmonize the transportation system with the community. Enhancements are part of the mitigation for project impacts and can include bike and pedestrian trails, renovating streetscapes, and scenic beautification.

Environmental Assessments (EA) - Prepared for federal actions under the National Environmental Policy Act (NEPA) where it is not clearly known how significant the environmental impact might be. If, after preparing an environmental assessment, it is determined that the project impact is significant, an Environmental Impact Statement (EIS) is then prepared. If not, a finding of "no significant impact" (FONSI) is documented.

Environmental Impact Statements (EIS) - Prepared for federal actions that have a significant effect on the human and natural environment. These are disclosure documents prepared under the National Environmental Policy Act/NEPA that provide a full description of the proposed project, the existing environment, and analysis of the anticipated beneficial and adverse environmental effects of all reasonable alternatives.. There are various stages – Draft EIS and Final EIS.

Environmental Justice (EJ) - Environmental justice assures that services and benefits allow for meaningful participation and are fairly distributed to avoid discrimination.

Environmental Protection Agency (EPA) - The federal regulatory agency responsible for administering and enforcing federal environmental laws, including the Clean Air Act, the Clean Water Act, the Endangered Species Act, and others. EPA is the source agency of air quality control regulations affecting transportation.

Federal Highway Administration (FHWA) - A branch of the US Department of Transportation that administers the federal-aid Highway Program, providing financial assistance to states to construct and improve highways, urban and rural roads, and bridges. The FHWA also administers the Federal Lands Highway Program, including survey, design, and construction of forest highway system roads, parkways and park roads, Indian reservation roads, defense access roads, and other Federal lands roads.

Federal Transit Administration (FTA) - A branch of the US Department of Transportation that is the principal source of federal financial assistance to America's communities for planning, development, and improvement of public or mass transportation systems. FTA provides leadership, technical assistance, and financial resources for safe, technologically advanced public transportation to enhance mobility and accessibility, to improve the Nation's communities and natural environment, and to strengthen the national economy.

Financial Planning - The process of defining and evaluating funding sources, sharing the information, and deciding how to allocate the funds.

Financial Programming - A short-term commitment of funds to specific projects identified in the regional Transportation Improvement Program (see TIP).

Finding of No Significant Impact (FONSI) - A statement prepared under the National Environmental Policy Act (NEPA) indicating that a project was found to have no significant impacts on the quality of the human environment and for which an environmental statement will therefore not be prepared.

Fiscal or Financial Constraint - Making sure that a given program or project can reasonably expect to receive funding within the time allotted for its implementation.

Formula Capital Grants - Federal transit funds for transit operators; allocation of funds overseen by FTA.

Geographic Information System (GIS) - Computerized data management system designed to capture, store, retrieve, analyze, and display geographically referenced information.

Goal 12 - One of 19 statewide planning standards of Oregon that make up the state land use planning program. Goal 12 relates to transportation and reads: "To provide and encourage a safe, convenient and economic transportation system." See Transportation Planning Rule.

Goals - A desired result or purpose. In planning, a goal is a broad statement of philosophy that describes the hopes of the people of the community for the future of the community. A goal may never be completely attainable, but it is used as a point toward which the community may strive.

High-Occupancy Vehicle (HOV) - Vehicles carrying two or more people. The number that constitutes an HOV for the purposes of HOV highway lanes may be designated differently by different transportation agencies.

Intelligent Transportation Systems (ITS) - The application of advanced technologies to improve the efficiency and safety of transportation systems.

Interim Benchmarks - Transportation System Plans (TSP) required by the Transportation Planning Rule must include interim benchmarks for use in evaluating progress at 5-year intervals. Where interim benchmarks are not met, the TSP must be amended to include new or additional efforts.

Intermodal - The ability to connect, and the connections between, modes of transportation.

Intermodal Surface Transportation Efficiency Act of 1991 (ISTEA) - Legislative initiative by the US Congress that restructured funding for transportation programs; authorized an increased role for regional planning commissions/MPOs in funding decisions; and required comprehensive regional and statewide long-term transportation plans.

Interstate Highway System (IHS) - The system of highways that connects the principal metropolitan areas, cities, and industrial centers of the United States. Also connects the US to internationally significant routes in Canada and Mexico.

Land Conservation and Development Commission (LCDC) - A seven-member commission of volunteer citizens established by Senate Bill 100 in 1973 to develop and administer Oregon's statewide planning goals. The commission sets and guides policy for the administrative department, DLCD.

Land Use - Refers to the manner in which portions of land or the structures on them are used, i.e. commercial, residential, retail, industrial, etc.

Land Use Board of Appeals (LUBA) - A board established by the state legislature in 1979 to hear and decide on contested land-use cases

Level of Service (LOS) - A qualitative rating of how well a unit of transportation supply (e.g. street, intersection, bikeway, etc.) serves its current or projected demand. LOS A = free flow condition (32 percent of capacity); B= reasonably free flow conditions (51 percent); C=operation stable but becoming more critical (75 percent); D=lower speed range of stable flow (92 percent); E=unstable flow (100 percent); F=forced flow; >100 percent of capacity, stop and go operation.

Long-Range Projects - Projects identified as long-range are expected to be needed in ten to twelve years.

Long-Range Transportation Plan (LRTP) - See Regional Transportation Plan

Maintenance Area - Maintenance area is any geographic region of the United States previously designated nonattainment pursuant to the CAA Amendments of 1990 and subsequently redesignated to attainment subject to the requirement to develop a maintenance plan under section 175A of the CAA, as amended.

Maintenance Plan - A program of air pollution emission control measures associated with state and federal requirements which are designed to ensure that an area remains in attainment with an ambient air standard.

Moving Ahead for Progress in the 21st Century (MAP-21) - Moving Ahead for Progress in the 21st Century Act is a multi-year federal transportation legislation, signed into law in 2012, that authorizes federal funds for surface transportation programs.

Medium Term Capital Project - Projects identified as medium-range are expected to be needed in six to ten years.

Metropolitan Planning Organization (MPO) - Regional policy body, required in urbanized areas with populations over 50,000, and designated by local officials and the governor of the state. Responsible in cooperation with the state and other transportation providers for carrying out the metropolitan transportation planning requirements of federal highway and transit legislation

Metropolitan Transportation Improvement Program (MTIP) - See Transportation Improvement Program.

Mitigation - means to avoid, minimize, rectify, or reduce an impact, and in some cases, to compensate for an impact.

Mode - A specific form of transportation, such as automobile, subway, bus, rail, or air.

Multimodal - A trip involving several types of transportation, such as both rail and bus.

National Ambient Air Quality Standards (NAAQS) - Federal standards that set allowable concentrations and exposure limits for various pollutants. The EPA developed the standards in response to a requirement of the CAA. Air quality standards have been established for the following six criteria pollutants: ozone (or smog), carbon monoxide, particulate matter, nitrogen dioxide, lead, and sulfur dioxide.

National Environmental Policy Act of 1969 (NEPA) - An established national environmental policy (1969) requiring that any project using federal funding or requiring federal approval, including

transportation projects, examine the effects of proposed and alternative choices on the environment before a federal decision is made.

National ITS Architecture - A systems framework to guide the planning and deployment of ITS infrastructure. The national ITS architecture is a blueprint for the coordinated development of ITS technologies in the U.S. It is unlikely that any single metropolitan area or state would plan to implement the entire national ITS architecture.

Non-attainment - Any geographic area that has not met the requirements for clean air as set out in the Clean Air Act of 1990. An area can at the same time be classified as in attainment for one or more air pollutants and as a non-attainment area for another air pollutant.

Objective - An attainable target that the community attempts to reach during the process of striving to meet a goal. An objective may also be considered as an intermediate point that will help fulfill the overall goal.

Oregon Benchmarks - Standards for measuring government performance and statewide progress in a variety of areas. Benchmarks help state government set program and budget priorities.

Oregon Cascades West Council of Governments (OCWCOG) - A voluntary association of local governments in Linn, Benton and Lincoln Counties, Oregon. Dedicated to solving area-wide problems, OCWCOG helps area cities, counties, ports, and member tribes reach their common goals.

Oregon Department of Transportation (ODOT) - The State agency that manages the highway system within Oregon. ODOT's mission is to provide a safe, efficient transportation system that supports economic opportunity and livable communities for Oregonians. ODOT is the administrative agency that responds to policy set by the Oregon Transportation Commission (OTC). .

Oregon Roads Finance Study - A major analysis of long-term needs, revenue adequacy and funding alternatives to preserve our road infrastructure.

Oregon Transportation Commission (OTC) - Establishes state transportation policy and guides the planning, development and management of a statewide integrated transportation network. The governor appoints five commissioners, ensuring that different geographic regions of the state are represented. One member must live east of the Cascade Range; no more than three can belong to one political party.

Oregon Transportation Plan (OTP) - The comprehensive, long-range plan for a multimodal transportation system for the *state* which encompasses economic efficiency, orderly economic development, safety and environmental quality.

Paratransit - Alternative known as "special or specialized" transportation which often includes flexibly scheduled and routed transportation services. These services use low capacity vehicles such as vans to operate within normal urban transit corridors or rural areas. Services usually cater to the needs of persons whom standard mass transit services would serve with difficulty, or not at all. Common patrons are the elderly and persons with disabilities.

Performance Measures - Indicators of how well the transportation system is performing with regard to such things as average speed, reliability of travel, and accident rates. Used as feedback in the decision-making process.

Planning Funds (PL) - Primary source of funding for metropolitan planning designated by the FHWA.

Policy - A statement adopted as part of a plan to provide a specific course of action moving the community towards attainment of its goals. Due to budget constraints and other activities, all policies cannot be implemented at the same time. Generally, those with metropolitan-wide implications should receive priority consideration.

Project Development - The phase a proposed project undergoes once it has been through the planning process. The project development phase is a more detailed analysis of a proposed project's social, economic, and environmental impacts and various project alternatives. What comes from the project development phase is a decision reached through negotiation among all affected parties, including the public. After a proposal has successfully passed the project development phase, it may move to preliminary engineering, design, and construction.

Program of Projects (POP) - Each recipient of a Section 5307 grant shall develop, publish, afford an opportunity for a public hearing on, and submit for approval a POP. Oftentimes the MPO Transportation Improvement Program serves as the TIP.

Public Facility Plan - A plan required by state law for any city with an urban growth boundary encompassing a population greater than 2,500. A plan outlining the sewer, water and transportation facilities needed to serve such an urbanized area.

Public Hearing - A formal event held prior to a decision that gathers community comments and positions from all interested parties for public record and input into decisions.

Public Involvement Plan (PIP) - A plan that describes the public involvement goals and objectives, and methods of involving the public in transportation decisions.

Public Meeting - A formal or informal event designed for a specific issue or community group where information is presented and input from community residents is received.

Public Participation - The active and meaningful involvement of the public in the development of transportation plans and programs.

Record of Decision (ROD) - A concise decision document for an environmental impact statement, prepared under the National Environmental Policy Act (NEPA) that states the decision (selected alternative or choice), other alternatives considered, and mitigation adopted for the selected alternative or choice.

Refinement Plan - Refinement plans are a detailed examination of the service needs and land use issues relevant to a particular area.

Regional Transportation Plan (RTP) - A document resulting from regional or statewide collaboration and consensus on a region or state's transportation system, and serving as the defining vision for the region's or state's transportation systems and services. In metropolitan areas, the plan indicates all of the transportation improvements scheduled for funding over a minimum of the next 20 years.

Right-of-Way (ROW) - Public space legally established for the use of pedestrians, vehicles or utilities. Right-of-way typically includes the street, sidewalk and buffer strip areas.

Short-term Capital Project - Projects identified as short-range needs are expected to be needed within 5 years.

Smart Growth - A set of policies and programs design to protect, preserve, and economically develop established communities and valuable natural and cultural resources.

Special Transportation Fund Program – A State of Oregon program intended to benefit seniors and people with disabilities. Primarily formula based and allocated to STF agencies. STF agencies are counties, tribes or transit districts. Agencies also coordinate 5310 funds.

Stakeholders - Individuals and organizations involved in or affected by the transportation planning process. Include federal/state/local officials, MPOs, transit operators, freight companies, shippers, and the general public.

State Department of Transportation (State DOT) - A statewide agency that is responsible for conducting transportation planning activities in non-metropolitan areas of the state, and assisting MPOs in transportation planning for the metropolitan areas. State DOTs are also responsible for developing, designing, and constructing most of the projects on major highways in most states.

State Infrastructure Bank (SIB) - A revolving fund mechanism for financing a wide variety of highway and transit projects through loans and credit enhancement. SIBs are designed to complement traditional Federal-aid highway and transit grants by providing States increased flexibility for financing infrastructure investments.

State Implementation Plan (SIP) - A plan mandated by the CAA that contains procedures to monitor, control, maintain, and enforce compliance with the NAAQS.

State Planning and Research Funds (SP&R, SPR) - Primary source of funding for statewide long-range planning.

Statewide Transportation Plan - The official statewide intermodal transportation plan that is developed through the statewide transportation planning process.

Statewide Transportation Improvement Fund (STIF) - Section 122 of Keep Oregon Moving (Oregon House Bill 2017) established a new dedicated source of funding for improving or expanding public transportation service in Oregon through a one-tenth of one percent payroll tax. Monies are allocated to four programs: Formula (90%), Discretionary (5%), Intercommunity Discretionary (4%), and Technical Resource Center (1%).

State Transportation Improvement Program (STIP) - Prepared by the State DOTs, the STIP is a staged, multiyear listing of projects proposed for federal, state, and local funding encompassing the entire state. It is a compilation of the MTIPs prepared for the metropolitan areas, as well as project information for the non-metropolitan areas of the state and for transportation between cities. An MTIP must be incorporated into the STIP before MTIP projects can be funded by the State or the Federal Government.

Surface Transportation Program (STP) - Federal-aid highway funding program that funds a broad range of surface transportation capital needs, including many roads, transit, sea and airport access, vanpool, bike, and pedestrian facilities.

Telecommuting - Communicating electronically (by telephone, computer, fax, etc.) with an office, either from home or from another site, instead of traveling to it physically.

Title VI - Title VI of the Civil Rights Act of 1964. Prohibits discrimination in any program receiving federal assistance.

Transportation Conformity - Process to assess the compliance of any transportation plan, program, or project with air quality implementation plans. The conformity process is defined by the Clean Air Act.

Transportation Control Measures (TCM) - Transportation strategies that affect traffic patterns or reduce vehicle use to reduce air pollutant emissions. These may include HOV lanes, provision of bicycle facilities, ridesharing, telecommuting, etc. Such actions may be included in a SIP if needed to demonstrate attainment of the NAAQS.

Transportation Corridor - Major or high volume routes for moving people, goods and services from one point to another. They may serve many transportation modes or be for a single mode such as an air corridor.

Transportation Demand Management (TDM) - "Demand-based" techniques which are designed to change travel behavior in order to improve the performance of transportation facilities and to reduce the need for additional road capacity. Methods include the use of alternative modes, ride-sharing and vanpool programs and trip-reduction programs and/or ordinances.

Transportation Equity Act for the 21st Century (TEA-21) - Authorized in 1998, TEA-21 authorized federal funding for transportation investment for fiscal 1998-2003. Approximately \$217 billion in funding was authorized, the largest amount in history, which is used for highway, transit, and other surface transportation programs.

Transportation Improvement Program (TIP) - A staged, multiyear (typically three to five years) listing of surface transportation projects proposed for federal, state, and local funding within a metropolitan area. MPOs are required to prepare a TIP as a short-range programming document to complement its long-range transportation plan. TIPs contain projects with committed funds over a multiyear period (one to three years). Also known as a Metropolitan Transportation Improvement Program (MTIP) in MPO areas.

Transportation Infrastructure - A federal credit program under which the USDOT may provide three forms of credit assistance - secured (direct) loans, loan guarantees, and standby lines of credit - for surface transportation projects of national or regional significance. The fundamental goal is to leverage federal funds by attracting substantial private and non-federal co-investment in critical improvements to the nation's surface transportation system.

Transportation Management Area (TMA) - All urbanized areas over 200,000 in population, and any other area that requests such designation. The MPO is responsible for transportation planning within a TMA.

Transportation Needs - These are estimates of the movement of people and goods that are consistent with an acknowledged comprehensive plan and the requirements of the Transportation Planning Rule. Needs are typically based on projections of future travel demands resulting from a continuation of current trends as modified by policy objectives, including those expressed in Statewide Planning Goal 12 and the Transportation Rule, especially those for avoiding principal reliance on any one mode of transportation.

Transportation Planning - A collaborative process of examining demographic characteristics and travel patterns for a given area. This process shows how these characteristics will change over a given period of time, and evaluates alternatives for the transportation system of the area and the most expeditious use of local, state, and federal transportation funding. Long-range planning is typically done over a period of 20 years; short-range programming of specific projects usually covers a period of 3 to 5 years.

Transportation Planning Rule (TPR) - A state planning administrative rule, adopted by the Land Conservation and Development Commission in 1991 to implement state land use planning Goal 12,

Transportation. The TPR requires metropolitan areas to show measurable progress towards reducing dependence on automobiles.

Transportation System Management (TSM) - The techniques for increasing the efficiency, safety, capacity or level of service of the existing transportation system without increasing its size. Examples include traffic signal improvements, traffic control devices including installing medians and parking removal, channelization, access management, ramp metering, and restriping for high occupancy vehicle (HOV) lanes.

Transportation Systems Plan - A plan for one or more transportation facilities that are planned, developed, operated and maintained in a coordinated manner to supply continuity of movement between modes, and within and between geographic and jurisdictional areas. Usually, a plan produced by a local government, e.g. City of Millersburg, Linn County, etc.

Travel Mode - The means of transportation used, such as automobile, bus, bicycle, or by foot.

Trust Fund - A fund credited with receipts that are held in trust by the government and earmarked by law for use in carrying out specific purposes and programs in accordance with an agreement or a statute.

Unified Planning Work Program (UPWP) - The management plan for the (metropolitan) planning program. Its purpose is to coordinate the planning activities of all participants in the planning process.

Urban Growth Boundary (UGB) - A site-specific line in the Metro Plan that separates existing and future urban development from rural lands. Urban levels and densities of development, complete with urban levels of services, are planned within the UGB. A requirement of the state land use planning program.

Urbanized Area - Area that contains a city of 50,000 or more population plus incorporated surrounding areas meeting size or density criteria as defined by the US Census.

Vehicle Miles of Travel (VMT) - The sum of distances traveled by all motor vehicles in a specified region. A requirement of the state Transportation Planning Rule is reducing vehicle miles traveled per capita.

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: December 9th, 2021
To: AAMPO TAC
From: Catherine Rohan, AAMPO Staff
Re: **Unified Planning Work Program Update**

Overview

The memo serves as a check in on AAMPO's SFY 2022 Unified Planning Work Program (UPWP). The UPWP lays out the MPO's work plan and budget for each state fiscal year, from July 1st to June 30th. The memo follows the outline of the UPWP, listing tasks and subtasks. Most tasks are continuous (they happen year round) or are partially complete.

Task 100: Program Management

This task includes providing management and administrative support for the MPO's planning and programming activities.

| Subtask | Description | Progress |
|---------------------------------|--|-------------------------------|
| 110: MPO Operations | Regular meetings of the MPO Policy Board and Technical Advisory Committee, an up to date website, and an AAMPO presence at regional and state meetings. Updating of AAMPO's Public Participation Plan. | Continuous |
| 120: MPO Administration | Compliance with federal and state transportation planning regulations, semi-annual reports and invoices, financial audit results, up to date website. | Continuous |
| 130: Annual Document Review | Review and update (as needed) of the following <ul style="list-style-type: none"> • Obligated Projects List • Title VI/Non-discrimination Plan • Public Participation Plan Also includes developing FY23 Unified Planning Work Program and amending the FY22 Unified Planning Work Program as needed. | Continuous |
| 140: MPO Education and Training | Educate and inform newly appointed Policy Board members, as well as members of the public, about the role MPOs have in coordinating regional transportation planning. | Partially complete/continuous |

Task 200: Long Range Transportation Planning

This task provides for the long range transportation planning needs within the AAMPO 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.

| Subtask | Description | Progress |
|---|---|--|
| 210: AAMPO Bicycle/Pedestrian Plan | Regional bicycle and pedestrian plan, will identify opportunities for enhancing bicycle and pedestrian travel in the AAMPO area through infrastructure, policy, and program recommendations. | Nearing completion, ~ month behind original schedule |
| 220: Jefferson Transportation System Plan | AAMPO is co-managing the City of Jefferson’s transportation system plan up alongside city staff. | Nearing completion, expected early 2022 |
| 230: Technical Assistance to Communities | AAMPO has set aside 32 hours for each member community to work on transportation related topics. To date, AAMPO has assisted the City of Tangent in a TGM grant application. | Continuous |
| 240: Data Collection and Mapping | AAMPO will produce a series of large format maps indicating regional trends in population, crashes, multimodal volumes, transit access and connections, and other areas of interest. This task will collect up to date data on the region, including on the categories listed in the 2040 Regional Transportation Plan. | Partially complete |

Task 300: Interregional Transportation Planning

This task focuses on the inter-regional needs and opportunities of the Albany Area Metropolitan Planning Area.

| Subtask | Description | Progress |
|---|--|---------------------------------|
| 310: CAMPO Coordination | <p>Coordination with the Corvallis Area Metropolitan Planning Organization (CAMPO) to address regional travel demand. Specific subtasks include, but are not limited to:</p> <ul style="list-style-type: none"> • 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 | Partially complete/continuous |
| 320: Transit Planning Coordination and Assistance | <p>Technical assistance as needed to Albany Transit System and Benton County Transit, as well as other transit providers in Benton and Linn County. Specific sub tasks include the following:</p> <ul style="list-style-type: none"> • 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 • 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 | Continuous |
| 330: RTP Update Preparation | <p>Prepare for AAMPO's RTP update to start in early 2022 by doing the following:</p> <ul style="list-style-type: none"> • Collaborate with ODOT on updates to the CALM travel demand model • Update AAMPO's Public Participation Plan • Create a map series to be used in the RTP | Partially complete |
| 340: Albany Transit Facility Design | <p>Develop an IGA between the City of Albany and OCWCOG to facilitate transfer of funds for design and engineering of new transit facility. City shall follow scope of work in IGA and OCWCOG will reimburse the city for the work in a timely manner.</p> | Partially complete (IGA signed) |

Task 400 – Transportation Programming

This task focuses on development of new Metropolitan Transportation Improvement Programs (MTIP) and the upkeep of the existing MTIP for inclusion in the Statewide Transportation Improvement Program (STIP).

| Subtask | Description | Progress |
|------------------------|---|-------------------|
| 410: TIP Amendments | <p>Provides for the necessary amendments to the FY21-24 MTIP and STIP documents as needed. Includes posting notices in the Albany Democrat-Herald when appropriate.</p> | Continuous |
| 420: FY 2024-2027 STIP | <p>This task involves a review of project evaluation criteria, the solicitation of projects, public engagement, and development of an MTIP document to be included in the FY2024 - 2027 STIP.</p> | Not yet completed |

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: December 9, 2021
To: AAMPO TAC
From: Catherine Rohan, AAMPO Staff
Re: Statewide Transportation Improvement Program (STIP) Revisions

Action Requested

None, this memo is for information only, to inform the TAC of recent revisions to the STIP.

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 | AAMPO Adjustment (staff level decision) | 20184 US20: Geary St to Waverly Dr (Albany) | Safety improvements on US-20 between Geary Street and Waverly Drive and replacement of failing traffic signal at the intersection of US20 and Waverly Drive to improve driver and pedestrian safety. | Delete the utility relocation phase (\$33,800) as it is not needed. |
| 2 | AAMPO Adjustment (staff level decision) | 22226 Bus Barn Capital set aside | Capital set aside for facility engineering, design, and construction of a bus barn to ensure continued and improved service. | Slip the preliminary engineering phase to federal fiscal year 2022 for delivery (previously planned for 2021). |
| 3 | AAMPO Adjustment (staff level decision) | 22219 FY23 Linn-Benton Loop Capital Project - set aside (AAMPO) | Revision updated description, see revision information. | Update project description per FTA guidelines. From: Albany Area MPO (5307) funds for loop operations projects to improve traffic flow. To: FY23 Albany Area MPO (5307) pool funds set aside for Linn-Benton Loop transit to improve traffic flow. Projects to be determined at later date through approval of Loop Policy Board. |
| 4 | AAMPO Adjustment (staff level decision) | 22215 FY22 Linn-Benton Loop Capital Project - set aside (AAMPO) | Revision updated description, see revision information. | Update project description per FTA guidelines. From: Albany Area MPO (5307) funds for loop operations projects to improve traffic flow. To: FY22 Albany Area MPO (5307) pool funds set aside for Linn-Benton Loop transit to improve traffic flow. Projects to be determined at later date through approval of Loop Policy board. |
| 5 | AAMPO Adjustment (staff level decision) | 21185 Queen Avenue Rail Crossing (Albany) | Upgrade existing railroad warning devices to improve pedestrian safety. | Slip the right of way, utility relocation, construction and other phases to start in federal fiscal year 2023, due to additional time needed to coordinate design between the roadway and the railroad equipment (listed phases previously planned for 2022). |

| Row | Revision Type | Project Key Number/s & Name/s | Project Description | Revision Information |
|-----|--|---|---|--|
| 6 | AAMPO Adjustment (staff level decision) | 21731 OR164: Jefferson (Santiam River) Bridge | Strengthen the bridge and overlay the bridge driving surface to ensure continued safety. | Slip the right of way phase to federal fiscal year 2023 for delivery. Note: Right of way phase was originally planned for 2023. A STIP revision in March 2021 advanced the right of was phase to 2022, it is now being pushed back to the project's original 2023 date. |