

Agenda
Albany Area Metropolitan Planning Organization
Technical Advisory Committee

Date: Thursday, January 12, 2017
Time: 1:30 – 3:30 pm
Location: OCWCOG Albany Office, Upstairs Conference Room
1400 Queen Ave SE, Albany OR
Contact: Theresa Conley, AAMPO Manager - (541) 924-4548

- I. Call to Order & Agenda Review** **Josh Wheeler, Chair**
- II. Public Comment** **Josh Wheeler**
- III. 2017 Schedule and Selection of Chair** (Attachment A) **Josh Wheeler**

➤ **Action: Selection of a Chair and Vice Chair for 2017**

Staff has prepared the attached schedule for 2017. The TAC is asked to elect a Chair and Vice Chair to oversee meetings in 2017.

- IV. FY18-21 Transportation Improvement Program** (Attachment B) **Staff**

➤ **Action: Recommendation regarding ‘Policy on Allocation of STP Funds’**

All MPOs are required to adopt a Transportation Improvement Program (TIP) outlining federally funded surface transportation and transit projects in the MPO area. A key purpose of the TIP is to program projects for Surface Transportation Program (STP) funds. Staff will outline a proposed process for developing an FY18-21 TIP and specifically request a recommendation from TAC members regarding any updates or changes to the Policy on Allocation of STP Funds, as shown in Attachment A.

- V. Oregon Freight Plan** (Attachment C) **Staff**

➤ **Action: Recommend freight facilities to be considered by ODOT for inclusion in the National Highway Freight Network**

ODOT is amending the Oregon Freight Plan to comply with the Fixing America's Surface Transportation Act. The update will include establishment of a new “National Highway Freight Network” for strategic investment in the national freight system and designation of

critical freight corridors. The TAC is asked to recommend road segments in the AAMPO area as candidates for designation as a state ‘Critical Urban Freight Corridor’.

VI. Electric Vehicle Infrastructure

Valerie Grigg Devis, ODOT

➤ **Action: Discussion only**

The Oregon Department of Transportation (ODOT) and Department of Environmental Quality (DEQ) requested input from the Albany Area on potential electric vehicle charging sites to be included in a statewide proposal for the Volkswagen Mitigation Fund. Staff will discuss the Albany Area sites submitted for consideration. ODOT submitted a statewide proposal in mid-December.

VII. Regional Transportation Plan Update (Attachment D)

Staff, Julie Fischer

➤ **Action: Discussion only**

Julie Fischer, public involvement consultant with Cogito, will discuss proposed public engagement activities for the second phase of the Regional Transportation Plan. Staff will also provide a brief progress report on the Regional Transportation Plan and Transit Development Plan, including progress on the Mosaic analysis, status of transit analyses, and Transportation Planning Rule (TPR) requirements.

VIII. FY 2017-18 AAMPO Work Program (Attachment E and F)

Staff

➤ **Action: Discussion only**

Staff will review a proposed process for developing the FY 17-18 Unified Planning Work Program (UPWP). As a first step in that process, staff will also walk through a proposed structure and basic tasks for inclusion. Committee members will be asked for input on the materials presented, potential planning tasks for FY17-18, and overall MPO program goals for the upcoming fiscal year.

IX. Adjourn

Chair

Albany Area Metropolitan Planning Organization (AAMPO) 2017 Meeting Dates

Policy Board 4 th Wednesday of the Month 2:30 – 4:30 pm	Technical Advisory Committee 2 nd Thursday of the Month 1:30 – 3:30 pm
January 25	January 12
February 22	February 9
March 22	<i>February 27 - Unified Planning Work Program Review (Optional) 1:30 pm</i>
<i>February 27 - Unified Planning Work Program Review (Optional) 1:30 pm</i>	March 9
April 26	April 13
May 24	May 11
June 28	June 8
July 26	July 13
August 23	August 10
September 27	September 14
October 25	October 12
November 22	November 9
December 27	December 14



Albany Area Metropolitan Planning Organization

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January 4, 2017

TO: AAMPO Technical Advisory Committee

FROM: Theresa Conley, AAMPO Manager

SUBJECT: Development of FFY 18-21 Transportation Improvement Program (TIP)

Action Requested

The TAC is asked to make a recommendation to the Board regarding any updates or changes to the 'Policy on Allocation of STP Funds'. This policy must be reviewed and reaffirmed with the development of each AAMPO Transportation Improvement Program.

Background

MPOs are required to develop and maintain a Transportation Improvement Programs (TIP) - a detailed near-term program to implement the MPO's regional transportation plan. The TIP covers a four-year period and must contain all federally-funded surface transportation projects in the MPO area and other projects of regional significance regardless of funding source.

Once approved by the MPO, the TIP is approved by the Governor and incorporated without modification into the Statewide Transportation Improvement Program (STIP). Because the TIP becomes part of the STIP, the frequency and cycle of the update must be compatible with the STIP development and approval process. Below is a proposed process to coincide with development of ODOT's FY18-21 STIP.

Proposed Process

	<i>AAMPO Action</i>	<i>ODOT Action</i>
<i>Dec 2016</i>	<ul style="list-style-type: none"> Review proposed process and schedule for FFY18-21 TIP development. Board reviews STP Allocation Policy 	Draft STIP developed with 'bucket' of AAMPO STP funds.
<i>Jan 2017</i>	<ul style="list-style-type: none"> TAC assists with updates to STP Allocation Policy, as needed. Board finalizes STP Allocation Policy for FY18-21 TIP 	Comment period

<i>Feb 2017</i>	<ul style="list-style-type: none"> Open project solicitation for FY19-21 STP funds (FY18 already allocated). 30-day application period, beginning Feb 1st. 	Comment period
<i>March 2017</i>	<ul style="list-style-type: none"> TAC reviews and makes recommendation regarding STP applications. Albany Transit prepares projections Board reviews draft TIP, including recommended project list 	
<i>April 2017</i>	<ul style="list-style-type: none"> FY18-21 TIP Adopted by MPO Staff provides project list to ODOT for incorporation into STIP 	OTC reviews public comments on Draft STIP
<i>May 2017</i>	<ul style="list-style-type: none"> AAMPO projects incorporated into STIP 	
<i>June 2017</i>		OTC approves FY 18-21 STIP
<i>July 2017</i>		FHWA review for consistency with MPOs
<i>Aug 2017</i>		
<i>Sept 2017</i>		USDOT approval of STIP, consistent with MPO TIPs
<i>Oct 2017</i>		

AAMPO STP Allocation Policy

Section 6.2 of the AAMPO formation IGA states that: *“Policy Board decisions that create criteria that will be used to prioritize and/or rank transportation projects located within the MPO boundary must be made by a unanimous vote of all Policy Board members present.”*

Policy on Allocation of STP Funds

A. Funding Allocation

It is the policy of the Albany Area Metropolitan Planning Organization (AAMPO) to:

1. Allocate the majority of Surface Transportation Program (STP) funds in each adopted Transportation Improvement Program to preservation and maintenance of the existing transportation system.
2. Provide support and give due considerations to all jurisdictions’ projects, using an equitable review process.

B. Renewal of Policy

This *Policy on Allocation of STP Funds* should be reviewed and reaffirmed with the development of each AAMPO Transportation Improvement Program.

C. Project Eligibility

Eligibility requirements for AAMPO STP funds include the following:

1. Project must be within the AAMPO planning area
2. Project must be included in or consistent with the approved AAMPO Regional Transportation Plan.
3. Project must be eligible under current Federal guidelines as stated in 23 USC 133.
4. Roadway projects must occur on roadways functionally classified as collector or higher.
5. The project sponsor must demonstrate readiness and capacity to complete project, including the ability to provide the required match, ability to acquire sufficient funds to complete project, and ability to utilize the funds in the fiscal year requested.

D. Definitions of Project Types

The following project types may be considered for STP funds. AAMPO realizes that its adopted definitions of Preservation and Modernization may be different from those of ODOT's for the same category of projects.

Preservation and Maintenance: Projects that improve or maintain the existing transportation system's operation, productivity, safety or useful life without expansion of capacity.

Modernization: Projects that add capacity to the transportation system in order to meet preservation and maintenance goals; this includes constructing new lanes, traffic lights, curb and gutter, sidewalks, bikeways and storm-water drainage, and widening the existing facilities.

E. Funding Prioritization of Projects

The following set of criteria shall be applied to all candidate projects to rank their funding priority for STP funds:

**Criteria for Funding Prioritization of Transportation Projects
Under the Surface Transportation Program (STP) Funds**

Criteria		
Goal	Measures	Values
Preservation and Maintenance of Existing Facilities	1a	Pavement rating, or general condition if a non-roadway facility. Good = 10 Fair = 25 Poor = 50
	Maximum Allowable Points from this Goal	
Extent of Coverage	2a	Will the project upgrade, refurbish, eliminate gaps in, or mitigate deficiencies in existing transit facilities or transit routes? Yes = 5 No = 0
	2b	Will the Project upgrade, refurbish, eliminate gaps in, or mitigate deficiencies in existing bicycle and/or pedestrian facilities? Yes = 5 No = 0
	2c	Will benefits of the project be realized in the entire Urbanized Area? Primary Arterial = 10 Minor Arterial = 5 Collector = 2
	2d	Will the project improve current or future traffic flow? Consider current Level of Service, Average Daily Traffic and Functional Classification. Significantly = 10 Moderately = 5 Slightly = 2
	2e	Will the project impact a large number of users? ADT Range A = 10 pt B = 5 pts C = 2 pts
	Maximum Allowable Points from this Goal	
Safety Improvement	3a	Does the project address a known safety issue for motorists? Consider safety data available from Regional Transportation Plan, ODOT, and local sources. Significantly = 15 Moderately = 10 Slightly = 5
	3b	Does the project address a known safety issue for transit users, bicyclists and pedestrians? Consider safety data available from Regional Transportation Plan, ODOT, and local sources. Significantly = 15 Moderately = 10 Slightly = 5
	Maximum Allowable Points from this Goal	
Total Maximum Allowable Points		120

ADT Range for Goal 2(e): A = >10,000; B = 5,000 -10,000; C = < 5,000



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January 5, 2016

TO: AAMPO Technical Advisory Committee

FROM: Theresa Conley, AAMPO Manager

SUBJECT: Oregon Freight Plan Updates

Action Requested

The AAMPO Technical Advisory Committee is asked to recommend roadway segments for consideration as statewide ‘Critical Urban Freight Corridors’. Recommendations will be provided to the Board and will inform input during an ODOT – MPO Freight Workshop on January 20th. AAMPO staff and several local staff will attend.

Background

ODOT is updating the Oregon Freight Plan in compliance with FAST Act planning requirements. Part of this effort is to identify Critical Urban Freight Corridors which provide important connections to the previously designated National Highway Freight Network (NHFN). The NHFN is separate from, and can differ from, the National Highway System (NHS).

States may add additional public roadways to the NHFN as Critical Urban Freight Corridors. The intent is to designate corridors for strategic investments that will improve system performance and freight movement. Each state can add a maximum of 75 miles of highway or 10% of the Primary Freight Highway System mileage in the state, whichever is greater. Oregon may add up to 77 miles to as CUFCs to the NHFN. See subsequent pages in this attachment for additional information from ODOT, including a NHFN base map.

Guidance for Making Recommendations

Eligible facilities for Critical Urban Freight Corridor designation must meet **one or more** of the following elements:

- A. Connects an intermodal facility to the Primary Highway Freight System, the Interstate System, **or** an intermodal freight facility
- B. Is located within a corridor of a route on the Primary Highway Freight System and provides an alternative highway option important to goods movement

- C. Serves a major freight generator, logistics center, or manufacturing and warehouse industrial land, or
- D. Is important to the movement of freight within the region as determined by the MPO or the state.

FHWA encourages States and MPOs to consider first or last mile connector routes from high-volume freight corridors to freight-intensive land and key urban freight facilities, including ports, rail terminals, and other industrial-zoned land.

Other Key Considerations

- The NHFN will help guide short-term investments, so it is important to focus on specific locations or segments that are being planned for improvements in the next 20 years. The list will be updated every five years with new investment priorities.
- Only I-5 is currently listed as a critical corridor in the AAMPO area
- Portland bottlenecks, I-5 South Jefferson Interchange, and the criticality of rural segments on Hwy 20 and Hwy 34 were discussed at the December Board meeting. Critical Rural Freight Corridors will be designated in a separate process.
- It is appropriate to recommend a portion of a roadway rather than an entire corridor
- If in doubt, add it to the list and staff will review for eligibility

Sample Recommendation

Route Name	Start Point	End Point	Length (Miles)	FHWA Codes	Description of Importance Other Comments
Hwy AAA	Sample Rd.	NW Facility St.	1.4	H, J	Connects the Sample intermodal facility to I-5 and serves a major freight generator in the XYZ industrial area. This is a key first/last mile connection to distribution and industrial facilities along Hwy AAA.
Hwy 999	NW Port Rd.	Connector Rd.	2.5	H, I, K	Connects to an existing Intermodal Connector on the Primary Highway Freight System (PHFS), provides alternate highway option to Hwy BBB, and identified as an important regional freight corridor by the MPO.

FHWA Codes:

- H Connects an intermodal facility to the Primary Highway Freight System, the Interstate System, or an intermodal freight facility.
- I Located within a corridor of a route on the Primary Highway Freight System and provides an alternative highway option important to goods movement
- J Serves a major freight generator, logistic center, or manufacturing and warehouse industrial land
- K Corridor that is important to the movement of freight within the region, as determined by the MPO or the State

Designating Critical Rural and Critical Urban Freight Corridors

Critical Rural Freight Corridors (CRFC) and Critical Urban Freight Corridors (CUFC) provide important connections to the National Highway Freight Network (NHFN). States and MPOs designate corridors to add mileage to the National Highway Freight Network and strategically direct federal resources towards improved system performance and efficient freight movement. Adding mileage for CRFCs and CUFCs to the state's NHFN allows expanded use of National Highway Freight Program formula funds and FASTLANE Grant Program funds for eligible projects that support the national highway and multimodal freight system goals.

ODOT considered two approaches to conduct system definition and critical freight corridor designation. One approach would identify segments of the broader multimodal freight network for designation. The preferred approach focuses strategically on qualifying segments in which improvement projects in need of federal funding are being developed or are anticipated in the next five to twenty years. This effort will not impact current roadway designations, such as freight routes from the Oregon Highway Plan and strategic corridors from the Oregon Freight Plan. Table 1 below lists the eligibility requirements to designate corridors.

Table 1: Eligibility Requirements

Critical Rural Freight Corridors	Critical Urban Freight Corridors
<p>Must be a public road within the borders of the state and <i>not in an urbanized area</i></p> <p>Meet one or more of the following:</p> <ol style="list-style-type: none"> 1. Rural principal arterial roadway with minimum 25% of annual average daily traffic (measured in passenger vehicle equivalent units) from trucks (FHWA vehicle class 8-13) (A) 2. Provides access to energy exploration, development, installation, or production areas (B) 3. Connects the PHFS or the Interstate System to facilities that handle more than 50k TEUs per year or 500k tons per year of bulk commodities (C) 4. Provides access to grain elevators, agricultural, mining, forestry, or intermodal facilities (D) 5. Connects to an international port of entry (E) 6. Provides access to significant air, rail, water, or other freight facilities in the state (F) 7. Determined by the State to be vital to improving the efficient movement of freight of importance to the economy of the State (G) <p>FHWA encourages states to consider first and last mile connector routes from high-volume freight corridors to key rural freight facilities, such as manufacturing centers, agricultural processing centers, farms, intermodal and military facilities</p> <p>State may designate Critical Rural Freight Corridors</p>	<p>Must be a public road <i>in an urbanized area</i></p> <p>Meet one or more of the following:</p> <ol style="list-style-type: none"> 1. Connects an intermodal facility to the Primary Highway Freight System (PHFS), the Interstate System, or an intermodal freight facility (H) 2. Located within a corridor of a route on the PHFS and provides an alternative highway option important to goods movement (I) 3. Serves a major freight generator, logistic center, or manufacturing and warehouse industrial land (J) 4. Important to the movement of freight within the region, as determined by the MPO or the State (K) <p>FHWA encourages States, when making CUFC designations, to consider first or last mile connector routes from high-volume freight corridors to freight-intensive land and key urban freight facilities, including ports, rail terminals, and other industrial-zoned land</p> <p>Note: <i>MPOs in urbanized areas with population of 500,000 or more may designate Critical Urban Freight Corridors in coordination with the State. In urbanized areas with population under 500,000, the State, in consultation with MPOs, may designate CUFCs.</i></p>

FHWA code for each eligibility item is noted in parentheses and bold italics

Designating Critical Rural and Critical Urban Freight Corridors

According to FAST Act requirements, the State is responsible for designating Critical Urban Freight Corridors, in coordination with MPOs, for urbanized areas with population under 500,000. MPOs may designate CUFCs, in coordination with the State, in urbanized areas with population 500,000 or more.

ODOT is facilitating a discussion with MPOs in Oregon to identify candidates for CUFC designations. The discussion will take place on January 13, 2017 during the regularly scheduled MPO Transit Districts meeting. MPO directors are expected to attend and are invited to bring planning staff or additional MPO staff as desired. To prepare for the discussion, ODOT requests each MPO to develop a refined list of locations or road segments within your metropolitan planning area as candidates for CUFC designation.

Please consider the following as you develop your list:

- ⇒ **Use the eligibility requirements for CUFCs listed in Table 1**
- ⇒ **Develop location/segment list noting the road name, mile points, segment length, and applicable FHWA code(s) to indicate applicable criteria for each facility**
- ⇒ **Describe each location/segment's importance to freight mobility**
- ⇒ **Consider anticipated need for improvements on the eligible road network in your metropolitan planning area**
- ⇒ **Focus on portions of corridors that provide critical links or road segments where an improvement project is being developed rather than an entire highway corridor**

In addition, the State is responsible for designating Critical Rural Freight Corridors and miles to be added to the National Multimodal Freight Network in Oregon. ODOT is developing a working group to discuss designation candidates in the winter and spring of 2017. The working group will include representatives of freight transportation modes, shippers and carriers, and jurisdictions involved in rural and regional freight transportation system planning.



Figure 1: Illustration of National Highway Freight Network (blue) and Oregon Highway Plan Freight Routes (red)

Key Facts and Resources

USDOT allotted the following additional mileage for Oregon freight corridor designations:

- ⇒ 155 miles for Critical Rural Freight Corridors
- ⇒ 77 miles for Critical Urban Freight Corridors

FHWA Guidance on Designations:

www.ops.fhwa.dot.gov/fastact/crfc/sec_1116_gdnce.htm

Oregon Freight Plan:

www.oregon.gov/ODOT/TD/TP/pages/ofp.aspx

For more information on Critical Urban Freight Corridors and Critical Rural Freight Corridors, or for information on the Oregon Freight Plan amendment work currently underway, please contact the ODOT Freight Planning Unit.

Contacts

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OREGON FREIGHT PLAN AMENDMENT

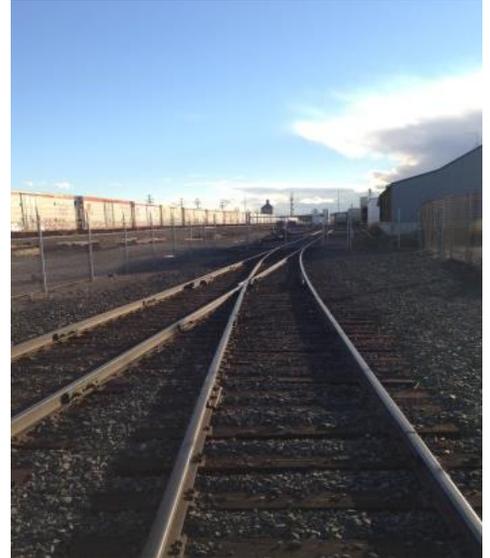


DATA AND ANALYSIS

Freight transportation facilities with mobility issues are currently being inventoried and prioritized into tiers. This effort includes collection of truck travel data, National Performance Management Research Data Set, Average Annual Daily Traffic, and analysis of highway delay areas, intermodal connectors, and non-highway needs identified by aviation, marine, and rail representatives.

PROJECT OVERVIEW AND PROCESS

The Oregon Freight Plan (OFP) must meet new federal requirements for the state to obligate federal formula freight funding beyond December 4, 2017. The requirements and ODOT's approach for meeting them are detailed in the attached document, *FAST Act Freight Planning Requirements and OFP Approach*. While several of the requirements are addressed by the 2011 OFP and other statewide policy plans, ODOT's OFP amendment process will address the remaining requirements, including a tiered statewide inventory of freight transportation facilities with mobility needs; additional urban and rural facilities designated as critical freight corridors; a five-year investment plan listing priority projects; and performance measures. A contract has been established for project management and facilitation services to help ODOT meet the tight timeline to complete the amendment and assist with stakeholder engagement.



KEY OUTCOMES

An amended Oregon Freight Plan, approved by the Oregon Transportation Commission and certified by Federal Highway Administration, which enables the state to continue obligating federal formula freight funding. This effort sets the foundation for freight transportation system investments to be included in the 2018-2021 STIP, as well as for future statewide freight planning.

OUTREACH AND PUBLIC INVOLVEMENT EFFORTS

Outreach to the Oregon Freight Advisory Committee, Metropolitan Planning Organizations and Area Commissions on Transportation are components of the outreach and stakeholder engagement plan for this project. In addition, a working group consisting of freight transportation modal, industry, and rural jurisdiction representatives will provide input on Critical Rural Freight Corridor designations.

FAST Act Freight Planning Requirements and OFP Approach

Oregon's state freight plan must be compliant with FAST Act planning requirements and approved by Federal Highway Administration's (FHWA) Division Office by December 4, 2017. ODOT is leading the amendment process for the Oregon Freight Plan and will seek approval by the Oregon Transportation Commission of the final state freight plan document in November 2017. For quick reference, ODOT has organized the FAST Act freight planning requirements and ODOT's corresponding approach to meet each requirement in Table 1 below.

Table 1: State Freight Plan Requirements and Approach

FAST Act State Freight Planning Requirements	ODOT Approach	Schedule
1. Identification of significant freight system <i>trends, needs, and issues</i> with respect to the state	The 2011 OFP contains information on trends, needs, and issues - develop spreadsheet that refers to relevant sections of the 2011 OFP for FHWA review	Winter 2017
2. Description of freight <i>policies, strategies, and performance measures</i> that will guide State's freight-related transportation investment decisions	The 2011 OFP and other policy plans contain policies and strategies, but performance measures will either reflect federal measures or short list of measures linked to investment opportunities	Winter 2017 PMs by Spring 2017
3. Listing of: a) multimodal <i>critical rural freight facilities and corridors</i> designated within the state, b) <i>critical rural and urban freight corridors</i> designated within the state	Urban mileage will be designated in consultation with MPOs, rural mileage and additional multimodal mileage will be designated in consultation with working group of modal, freight transportation industry, and rural jurisdiction representatives ODOT GIS Unit will develop proposed designation maps	Revised maps by Spring 2017 Final memo by Summer 2017
4. Description of how the plan will improve the ability of the state to <i>meet the national multimodal freight policy goals and the national highway freight program goals</i>	Provide a crosswalk table that demonstrates correlation between the national goals and existing statewide plan policies, strategies, and the new freight investment plan	Spring 2017
5. Description of how <i>innovative technologies and operational strategies</i> including freight intelligent transportation systems, that improve the safety and efficiency of freight movement were considered	Refer to relevant sections of 2011 OFP and other policy plans for policies and strategies	Winter 2017
6. Description of improvements that may be required to <i>reduce or impede the deterioration of roadways</i> due to projected wear from travel by heavy vehicles	Refer to relevant sections of 2011 OFP, the OHP, and the OTP state of good repair policies	Winter 2017

FAST Act Freight Planning Requirements and OFP Approach

FAST Act State Freight Planning Requirements	ODOT Approach	Schedule
<p>7. Inventory of facilities with freight mobility issues, such as bottlenecks, within the state, and for those facilities that are state owned or operated, a description of the strategies the state is employing to address those freight mobility issues</p>	<p>Inventory of needs will include tiered list of Freight Highway Bottlenecks (Delay Areas), Intermodal Connectors, and non-highway facilities with freight mobility issues</p> <p>Refer to existing plans for strategies to address issues</p>	<p>Winter/Spring 2017</p>
<p>8. Consideration of any significant congestion or <i>delay caused by freight movements</i> and any strategies to mitigate that congestion or delay</p>	<p>Discuss with ODOT Regions, ODOT Rail Division, and Oregon Freight Advisory Committee (OFAC) related to passing lanes, truck climbing lanes, and rail-highway at grade crossings that have delays</p>	<p>Winter 2017</p>
<p>9. Freight investment plan that includes a list of priority projects and describes how freight formula funds would be invested and matched</p>	<p>The inventory of facilities with freight mobility issues will inform the list of priority projects in the investment plan</p> <p>ODOT will develop a proposal, working with region staff for project scoping and cost information, including freight formula funds and matching fund sources for each project</p> <p>Investment plan proposal shared with ACTs and OFAC for feedback</p>	<p>Summer 2017</p>
<p>10. Consult with the state freight advisory committee</p>	<p>Prepare an OFAC consultation section of the update outlining all points and steps in which OFAC provided input and guided the amendment process.</p> <p>Examples include:</p> <ul style="list-style-type: none"> ✓ Inventory of facilities (bottlenecks, intermodal connectors, non-highway system needs) ✓ Investment strategy ✓ Performance measures ✓ Delay caused by freight movements ✓ Draft plan amendment review 	<p>Winter 2017</p> <p>Spring 2017</p> <p>Summer 2017</p>

Contact

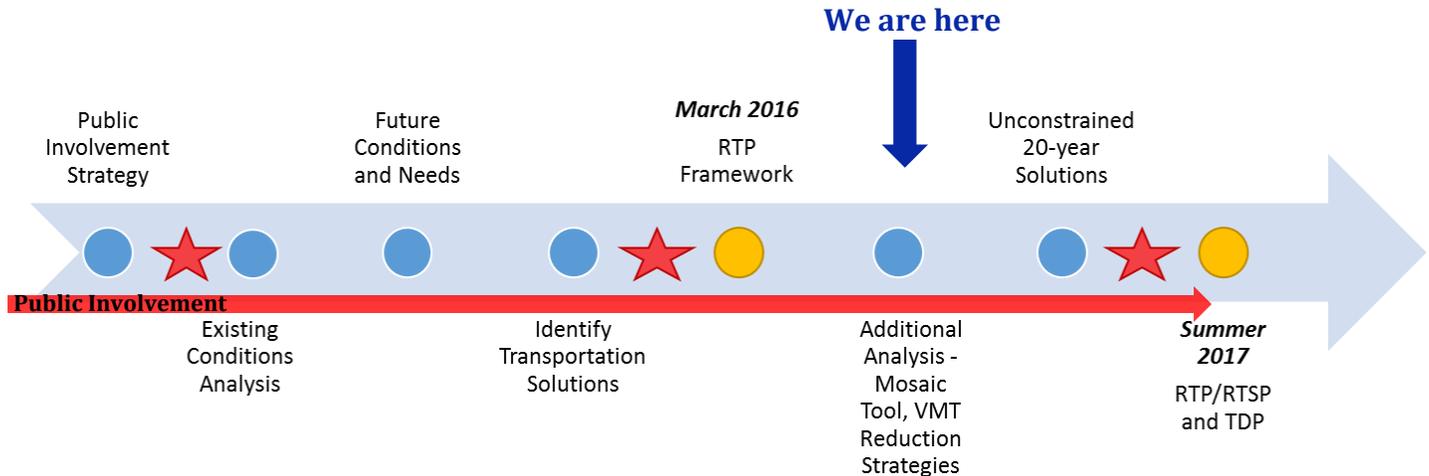
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Albany Area Regional Transportation Plan

Status Report (January 2017)



Tasks Accomplished

Technical Work Completed

- ✓ Tech Memo #1 Public Involvement
- ✓ Tech Memo #2 Review of Existing Plans and Regulations
- ✓ Tech Memo #3 Goals and Policies
- ✓ Tech Memo #4 Existing Transportation Conditions
- ✓ Tech Memo #5 Existing Transit Conditions
- ✓ Tech Memo #6 Environmental Review (Part I)
- ✓ Tech Memo #7 Future Traffic Forecasting
- ✓ Tech Memo #8 Future Transportation Conditions
- ✓ Tech Memo #9 Transit Future Conditions
- ✓ Tech Memo #10 Transportation Solutions / Constrained Project List
- ✓ Tech Memo #11 – RTP Funding Assumptions
- ✓ Tech Memo #12 Transit Funding
- ✓ **Regional Transportation Plan Framework**

Public Engagement Completed

- ✓ Stakeholder Interviews
- ✓ Direct outreach at local meetings
- ✓ Transportation Survey
- ✓ Public Meeting Series #1 – January 2016
- ✓ RTP Framework Community Open House – March 2016
- ✓ Transit focus groups – May 2016

Next Steps

Target Date Work Currently in Progress

Feb 2017	<u>Mosaic Analysis</u> : Preliminary CALM travel model runs have been completed. The model predicts that the conceptual new bridge in Mosaic Project List #1 would carry about 600-700 vehicles each direction during the “pm peak hour”, pulling 400 vehicles from each direction on the Hwy 20 bridges. In Mosaic Project List #2, the corridor management strategies saw a doubling of transit ridership, although this would still be a low portion of overall trips and may not relieve congestion. Preliminary Mosaic results anticipated for February TAC meeting.
Feb 2017	<u>Transit Plan</u> : “Transit Future System Recommendations” memo anticipated for completion in February. Final technical memos regarding Existing Transit, Future Transit Conditions, and Transit Finance memos are posted here - http://albanyareatransportationplan.org/project-library/
Ongoing	<u>Public Engagement</u> : Staff is conducting ongoing and on-request direct outreach. Staff has or plans to meet Benton Roads Advisory Committee, Linn-Benton Health Equity Alliance, Albany Traffic Safety Committee, CWACT, Jefferson Women’s Group, and the Albany Chamber.

Target Date Upcoming Technical Work

March 2017	Tech Memo #6 Environmental Review (Part II)
Feb 2017	Tech Memo #13 Transportation System Solutions
Feb 2017	Tech Memo #14 Transit System Solutions
May 2017	Tech Memo #15 Transportation Recommendations / Aspirational List
May 2017	Tech Memo #16 Transit Recommendations
May 2017	Tech Memo #17 Regional Performance Metrics
May 2017	Revisit and finalize Plan Goals and Objectives
Summer 2017	Regional Transportation System Plan & Transit Development Plan

Target Date Upcoming Public Engagement

Spring 2017	CWACT Briefing #1 and Public Meeting Series #2
Summer 2017	Local agency briefings
Summer 2017	CWACT Briefing #2 (Draft Plans)
Summer 2017	Policy Board Hearing

Transportation Plan Rule Updates

The Transportation Planning Rule (TPR) implements Goal 12 of Oregon's land use planning rules and outlines how cities, counties, and MPOs should prepare transportation system plans. The requirements for MPOs parallel federal requirements for the Regional Transportation Plan (RTP) but more strongly emphasize reduction of use of the automobile and coordination with land use planning. A TPR-compliant section will be included as an appendix to AAMPO's Regional Transportation Plan. That Appendix will be provided to each jurisdictions for their own adoption process.

Key TPR requirements for MPOs include:

Reduction in VMT per capita: MPOs must either demonstrate that implementation of existing plans will (collectively across the MPO area) reduce vehicle miles (VMT) traveled (per capita) by 5% over the planning horizon *or* adopt a set of additional actions (alternative measures) that will likely accomplish that goal. Progress toward 5-year benchmarks and a 20-year target should be tracked.

Parking Plan: Provide an inventory of parking standards or programs and outline how parking-related strategies can help achieve a 5% VMT reduction

Local Adoption: Cities and counties within an MPO shall either (a) make a finding that the RTP is consistent with the local transportation system plan and comprehensive plan; or (b) adopt amendments to the local plans to make them consistent with the RTP.

AAMPO staff met with most AAMPO jurisdictions in late 2016 to review these basic requirements and answer questions. Below is a summary of feedback and answers to questions raised by local staff.

Feedback on TPR Compliance

- Boards of Commissioners or City Councils could be briefed this winter, to present preliminary information and discuss the process, timeline, and requirements. It will be important to bring Council members along and discuss concepts early on and set clear expectations
- For the parking plan, set sidewalls with clear expectations
- Clarify during discussions that the 5% reduction is collective across the MPO area
- Many of the action items are more effective at the city, not county level. We should consider actions where we can get the most impact for the effort put forth. For example, there might be minimal gain to open up a County parking ordinance
- Interested in hearing what Counties in other MPOs are doing
- It would be preferable to adopt the document separate from the TSP, not as an Appendix.

- Want to ensure that it is still the local plans that drive development
- Tangent City Charter states that Comp Plan and Zoning Ordinance updates need to be brought to a vote. This typically isn't controversial, but an additional step. A public hearing is required.
- In the smaller cities, people tend to travel to destinations outside of the city so internal actions may have less impact
- The City of Jefferson rents a parking lot for floaters in the summertime but can accommodate all other parking needs. City is researching performance-based parking standards and shared parking.

Questions

Q: Jurisdictions are asked to find that the RTSP is 'consistent' with local plans. Is consistency at the policy level adequate, or do we need to drill down to costs and timelines for specific projects?

A: The RTSP only needs to be consistent with the projects found in the local TSPs, you don't need to drill down to the specifics. 660-0015 (2) (a)

Q: Will we be using the CALM Model v1 base year analysis for the calculations? If so will there be impacts on comparing with CALM v3 for future years?

A: We will use the updated v3 for the full VMT analysis. V3 allocates a slightly higher VMT based on refined OSU and household data, but it will be higher for both the base year and the future year.

Q: Structurally, how will this RTSP be related to the RTP and to local TSPs?

A: We will produce an Appendix to the RTP that will incorporate by reference the larger document. Local jurisdictions will be asked to consider adoption of the Appendix as a stand alone document. It will not be an appendix to the local TSP. It does not need to be voter-approved.

Q: Can local jurisdictions 'acknowledge' the RTSP, as opposed to 'adopt'?

A: Jurisdictions must adopt the RTSP. 660-0015 (2) (c)

Q: How will the RTSP be incorporated into local TSPs and Comprehensive Plans? Will the 'alternative measures' need to be directly incorporated or referenced?

A: The measures listed in the RTSP will be adopted in local Comprehensive Plans, not TSPs. The RTSP should already be consistent with the TSPs. 660-0015 (4)

Q: Can you give examples of what 'alternative measures' could be pursued at the County level? (Recognizing that these areas are more rural, that housing and commercial development are typically limited, and that Counties oftentimes do not operate urban transit systems.)

A: The alternative measures would be established at the MPO level and so would not be different for county. For example, a measure of 'miles of bikelane' would be measured across the MPO, not by individual jurisdictions.

Q: When looking at our VMT reduction over the planning horizon, can we consider projects outside of the MPO that impact travel patterns within the MPO (e.g. Hwy 34 bike path, Loop service)?

A: VMT is defined as trip with both an origin and destination within the MPO boundary, so you may take credit for the projects if your member jurisdictions fund them and it can be shown to influence these internal trips. 660-012-000 (41)

DRAFT Public Involvement Strategy: Dec 2016 – Aug 2017

Goals:

- Expand outreach to get more people involved
- Focus on geographic representation, under-represented communities.
- Use creative techniques
- Make online surveys more popular
- Do more individual stakeholder invitations to meetings, run them more like focus groups
- Go to where people are: speaking engagements and direct outreach

Proposal:

1. Contact people in advance of March events, explain project, build a robust invitation list
2. When information is available, develop materials and input methods that can be used for speaking engagements and direct outreach (display board, handout, online survey)
3. Schedule speaking engagements and direct outreach to gain feedback, and build enthusiasm for March Community Meeting Series. Focus on geographic representation.
4. Community Meeting Series #2:
 - Recruit a diversity of stakeholders
 - Send personal invitations to people
 - Hold the events in collaboration with local groups/stakeholders:
 - Hold event/stakeholder meeting at Senior or Community Center(s)
 - Direct outreach at Albany Station (for transit input)
 - Chamber of Commerce event
 - Attend local meetings, for example: Albany Traffic Safety Committee, Roads Advisory Committee(s), Senior Services Advisory Council, Disability Service Advisory Council, Familias Activas, Hispanic Advisory Council

Albany RTP Public Involvement Sept 2016-Aug 2017 Timeline

PI strategy development	Oct-Nov
PMT meetings	Ongoing
Website, Interested Parties List, Committee Meetings	Ongoing

Materials development: handout, display board	March 16
Survey development: online and hard copy	March 16
Speaking engagements	March-May 17
Set up and conduct display outreach	March-May 17
Logistics for Community Meeting Series #2	Jan-Feb 17
Recruit to meetings	Jan-Mar 17
Community Meeting Series #2	Late March 17
Final Adoption Process	April 17-Aug 17



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

January 5, 2017

TO: AAMPO Technical Advisory Committee
FROM: Theresa Conley, AAMPO Manager
SUBJECT: **FY 2017-18 AAMPO Work Program**

Action Requested

The Technical Advisory Committee is asked to provide input on a draft outline for the FY 2017-18 Unified Planning Work Program (UPWP) and to propose tasks for potential inclusion.

Discussion

The UPWP is a federally-required document outlining MPO transportation planning activities during a fiscal year. The AAMPO UPWP centers around four task areas: MPO Administration, Long Range Planning, Short Range Planning, and Transportation Programming. These core areas are primarily comprised of federally-required and ongoing tasks; however, there are opportunities to include small planning projects as funding allows. For example, AAMPO is funding an analysis of potential bus barn locations for the Albany Transit Service.

Staff is beginning development of the FY 2017-18 UPWP, as shown in Attachment F. This preliminary draft illustrates a basic structure and outlines core tasks. Staff seeks input from the TAC on the overall structure and contents of this document and on these specific questions:

- What overarching program goals does the TAC recommend for FY18? (Page 5)
- Are there local projects that AAMPO staff will likely be involved in (TSPs, corridor studies, etc.)? Are there other ‘regionally significant’ projects to list on Page 22?
- Are there small planning efforts that TAC members would like to propose for potential inclusion?
 - Are there GIS mapping projects that AAMPO staff can assist with? For example, development or analysis of MPO databases for roadways, ADA infrastructure, Google Transit work, or safety data.

- Are there specific transit-related tasks that could be programmed in the AAMPO work program and budget? For example, Google Transit work, GIS mapping, travel training, marketing, regional coordination, or data analysis.
 - Although the Linn-Benton Loop Board will direct the majority of work related to the Loop, are there tasks that the TAC recommends for consideration?
- Does the TAC recommend any changes to the proposed process for development, as shown below?

Proposed Process

<i>Dec 2016</i>	Staff begins developing core UPWP components MPO considers additional planning tasks
<i>Jan 2017</i>	Preliminary draft UPWP for review by TAC and Board Preliminary draft provided to ODOT, FHWA and FTA for comment
<i>Feb 2017</i>	UPWP review with FHWA, FTA, and ODOT
<i>March 2017</i>	Revised draft UPWP for TAC and Board review Prepare comment response log
<i>April 2017</i>	Adopt UPWP
<i>June 2017</i>	FY17-18 Funding Agreement signed

ALBANY AREA METROPOLITAN PLANNING ORGANIZATION

DRAFT FY 2017 - 2018
UNIFIED PLANNING WORK PROGRAM

DRAFT

LEGEND

- Yellow Highlight = Update or additional information required
- XX - Additional information or numbers being developed
- Grey text = old numbers from FY15-16
- ~~Strikethrough~~ = Task unlikely to continue



Adopted by the AAMPO Policy Board

April XX, 2017

Albany Area Metropolitan Planning Organization

1400 Queen Ave. SE, Suite 205

Albany OR, 97322

<http://www.ocwcog.org/transportation/aampo/>

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 e-mail to tconley@ocwcog.org; or by visiting the Albany Area MPO administrative offices at: 1400 Queen Ave SE, Suite 205, Albany OR 97322.

If information is needed in another language, contact 547- 924 -8405. **Si se necesita información en otro idioma de contacto 541-924-8405**

The preparation of this report has been financed in part by funds from the U.S. Department of Transportation Federal Highway Administration and Federal Transit Administration, and the Oregon Department of Transportation. AAMPO staff, the Policy Board, and Technical Advisory Committee are solely responsible for the material contained herein.

Please contact the AAMPO Staff at (541) 924-4558 for assistance with this document.

Resolution Number 2017-X

FOR THE PURPOSE OF APPROVING THE FY 2017 - 2018 ALBANY AREA METROPOLITAN PLANNING ORGANIZATION UNIFIED PLANNING WORK PROGRAM

WHEREAS, the U.S. Department of Commerce, Bureau of Census has declared that the City of Albany, City of Millersburg, City of Tangent, City of Jefferson and adjoining areas of Linn, Benton, and Marion Counties form an Urbanized Area named the Albany Urbanized Area; and,

WHEREAS, the Albany Urbanized Area has been designated by the State of Oregon as the official Metropolitan Planning Organization (MPO) of the urbanized area; and,

WHEREAS, federal regulations require that each MPO, in cooperation with the state DOT and public transportation operator(s), develop an annual Unified Planning Work Program outlining planning priorities and tasks for the upcoming fiscal year; and,

WHEREAS, a Unified Planning Work Program is defined as an annual transportation planning work program which identifies the planning budget and the planning activities to be undertaken by the MPO during a program year; and

WHEREAS, under the direction of the Federal Highway Administration, the Federal Transit Administration, and the Oregon Department of Transportation, the Albany Area MPO has developed a Unified Planning Work Program to satisfy this requirement for planning activities during the 2017 - 2018 fiscal year;

NOW, THEREFORE, BE IT RESOLVED:

That the Policy Board of the Albany Area Metropolitan Planning Organization approves the FY 2017 - 2018 AAMPO Work Program and its associated budget.

PASSED AND APPROVED THIS _____ DAY OF _____, BY THE ALBANY AREA METROPOLITAN PLANNING ORGANIZATION.

SIGNED:

<Include Chair Here>

Albany Area Metropolitan Planning Organization
Policy Board Chair

ALBANY AREA MPO MEMBERSHIP

Policy Board

Vacant	City of Millersburg
Ray Kopczynski	City of Albany
Dave Beyerl	City of Jefferson
Annabelle Jaramillo	Benton County
Roger Nyquist	Linn County
Frannie Brindle	Oregon Department of Transportation
Gary Powell	City of Tangent

Technical Advisory Committee

Valerie Grigg Devis	Oregon Department of Transportation
Chris Bailey	City of Albany
Josh Wheeler	Benton County
Chuck Knoll	Linn County
Vacant	City of Millersburg
Lissa Davis	City of Jefferson
Georgia Edwards	City of Tangent
Ned Conroy	Ex-Officio, Federal Transit Administration, Region 10
Nick Fortey	Ex-Officio, Federal Highway Administration
Mary Camarata	Ex-Officio, Oregon Department of Environmental Quality
Ed Moore	Ex-Officio, Oregon Department of Land Conservation and Development

Contact Information

Theresa Conley, AAMPO Manager
(541) 924-4548 / tconley@ocwcog.org

Oregon Cascades West Council of Governments
1400 Queen Ave SE, Suite 205, Albany, OR 97322
<http://www.ocwcog.org/transportation/aampo/>

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INTRODUCTION

The Albany Area Metropolitan Planning Organization (AAMPO) was designated by the Oregon Governor on February 6th, 2013 as the metropolitan planning organization (MPO) for the Albany Urbanized Area. Federal regulations require that MPOs be formed for all Urbanized Areas with a population of 50,000 or more in order to facilitate a 3-C (Comprehensive, Continuing and Coordinated) regional transportation planning process.

AAMPO includes the cities of Albany, Jefferson, Millersburg, and Tangent as well Linn County, Benton County, and the Oregon Department of Transportation (ODOT). Elected officials from each of these jurisdictions compose the governing body of the MPO, apart from ODOT which is represented by the Area Manager. A Technical Advisory Committee (TAC) composed of staff from each member entity serves as advisory to MPO's governing body. Staffing, including fiscal and administrative support, is provided by the Oregon Cascades West Council of Governments (OCWCOG).

In accordance with federal regulations, the functions and responsibilities of AAMPO include development of: an annual Unified Planning Work Program (UPWP), an annual list of obligated projects, a 4-year Transportation Improvement Program (TIP), a long-range Regional Transportation Plan (RTP), and Public Participation Plan (PPP). AAMPO must also demonstrate compliance with Title VI and other non-discrimination requirements. The Fiscal Year 2017-2018 Unified Planning Work Program (UPWP) demonstrates how AAMPO will fulfill these requirements between July 1, 2017 and June 30, 2018.

WORK PROGRAM OVERVIEW

Purpose

Pursuant to Fixing America's Surface Transportation (FAST) act guidelines and the code of federal regulations, the UPWP is the document identifying all transportation planning activities that to be undertaken within the metropolitan area during the fiscal year. It identifies work proposed by major activity and task, outlines funding sources, and includes summary details about expected products. The UPWP is intended to guide the work of MPO staff and provide a framework for the coordination of transportation planning efforts for and within the region.

The UPWP is organized under four primary tasks - *MPO Program Management*, *Long Range Planning*, *Transit and Short Range Planning*, and *Transportation Programming*. Each of these 'Tasks' are composed of multiple 'Subtasks', which describe specific work items and deliverables. All tasks will be completed by AAMPO staff, with technical assistance from the AAMPO Technical Advisory Committee and approval by the AAMPO Policy Board, unless otherwise indicated. Private consultants may assist with specific planning tasks such as development of the Regional Transportation Plan, corridor studies, transit planning, and other technical analyses.

UPWP progress is tracked through quarterly reports submitted to ODOT and a year-end report to FHWA, FTA, and ODOT. An annual Self Certification Statement is prepared concurrent with the UPWP and considers the MPO's effectiveness in fulfilling federal requirements regarding the 3-C planning process, multimodal urban transportation planning processes, Title VI / Non-discrimination requirements, Environmental Justice provisions, and the Americans with Disabilities Act.

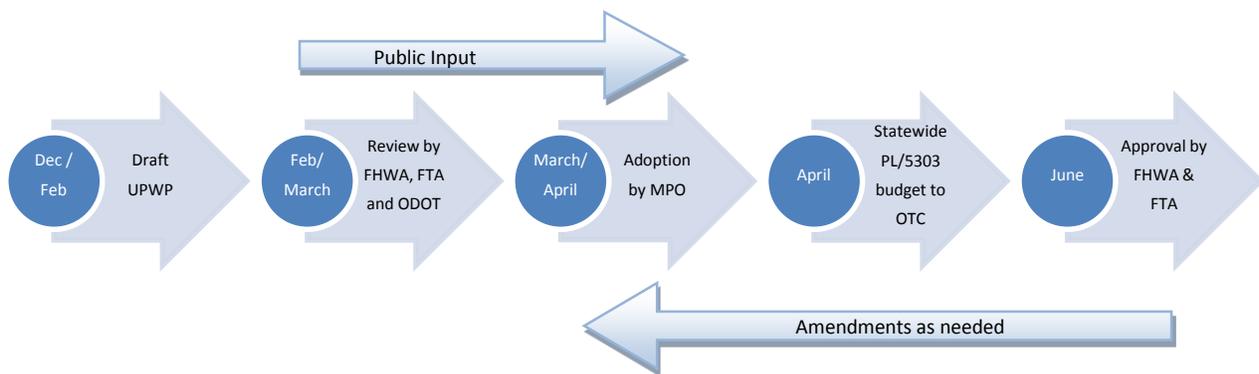
Funding Sources

Funding from FHWA, FTA, and ODOT supports the AAMPO planning program. FHWA allocates Metropolitan Planning funds through ODOT to the AMPO by formula that consists of 89.73% federal funds and 10.27% local required match. ODOT has traditionally met the local match requirement (10.27%) with State planning funds. Additional AAMPO support comes from FTA 5303 planning funds with a local match requirement (10.27%) which is met through in-kind support by the City of Albany

Support for specific planning tasks, including development of the Regional Transportation Plan, is often provided through ODOT State Planning and Research (SPR) or Oregon Transportation Growth Management (TGM) funds.

Work Program Development

The UPWP is developed in coordination with FHWA, FTA, ODOT, and the member agencies of the Albany Area MPO, through their representatives on the Technical Advisory Committee (TAC) and Policy Board. The UPWP is approved by the AAMPO Policy Board and subsequently approved by FHWA and FTA. The UPWP development process generally follows the time frame illustrated below.



During development of this work program, AAMPO engaged stakeholders and the public through the following means:

- Emailing stakeholders, interested parties, and local newspapers regarding public meetings where the draft UPWP was discussed and regarding public comment opportunities
- Holding a 15-day comment period prior to a decision by the Board to adopt the UPWP
- Providing public comment opportunities at all Policy Board and TAC meetings
- Providing notifications regarding the UPWP public comment period on the AAMPO website, along with agendas and minutes for all Policy Board and TAC meetings

Public notice will be provided regarding any full amendments proposed for this document. Proposed full amendments will be included on MPO meeting agendas. All agendas are posted on the AAMPO website and are emailed to stakeholders, interested parties, and local newspapers.

Amendments

The UPWP may be amended to add or remove funds from the UPWP budget, move funds from one task to another, to add new tasks, or to alter portions of a task. Small changes, including changes to project timelines within the current fiscal year or moving \$5,000 or less between sub-tasks within the same task, are considered administrative amendments and can be completed by MPO staff with notification to the Policy Board.

Significant changes to the UPWP are considered full amendments and require Policy Board approval and public notice by inclusion in a Policy Board meeting agenda. Full amendments include the addition or deletion of a task, the addition or removal of any amount of funds from the UPWP, changes to project timelines that will cause the project to not be completed during the fiscal year for which it is programmed, and any other changes to the UPWP not described as an administrative amendment.

AAMPO STATUS REPORT

During the 2016-2017 fiscal year, AAMPO planning activities focused on development of the MPO's first Regional Transportation Plan and the related Albany Area Transit Development Plan. AAMPO also programmed projects for funding over the short term in a FY18-21 Metropolitan Transportation Improvement Program. As in previous years, AAMPO maintained a focus on collaboration with regional partners within and outside of the MPO, particularly regarding inter-city transit. Below is a summary of major planning activities and work products for FY16-17.

FY16-17 Major Planning Activities and Work Products

MPO Program Management

- Facilitated meetings of the Policy Board and Technical Advisory Committee
- Continued intergovernmental coordination and communication with local stakeholder groups
- Continued implementation of Public Participation Plan, including enhanced outreach related to the Regional Transportation Plan (RTP) process
- Continued implementation of Title VI Non-Discrimination Plan, including incorporation of additional Spanish-language information on the AAMPO webpage
- Completed quarterly reports and billing
- Attended trainings on topics ranging from transportation funding, designing for access and livability, transportation demand management, social equity, and performance based planning

- Participation on *Department of Land Conservation and Development Rulemaking Advisory Committee on Metropolitan Transportation Planning and Greenhouse Gas Reduction Targets and ODOT Transportation System Plan Guidelines Stakeholder Committee*

Long Range Planning

- Development of draft Regional Transportation Plan (RTP), in compliance with state and federal requirements, to be adopted in the early part of FY17-18. In support of this effort, the following technical documents were produced: Transit Existing Conditions, Future Transit Needs, and Transportation Solution Packages Future Transportation Conditions, Transit Funding Assumptions, Transit System Recommendations, and Transportation System Recommendations.
- Piloted use of the Mosaic ‘value and cost informed planning tool’ to inform development of a the RTP aspirational project list. More information is available here: <http://oregonmosaic.org/>.
- Conducted significant public outreach in support of RTP process, including direct outreach to elected bodies of member jurisdictions, outreach to community organizations, a second round of public open house meetings, and one public meeting prior to adoption of the RTP
- Provided technical support to Millersburg Transportation System Plan (TSP), Linn County TSP, Corvallis TSP, and the Highway 20 Safety Study project

Transit and Short Range Planning

- Executed Intergovernmental agreement to establish governance of the Linn-Benton Loop and facilitated meetings of the governing body and Technical Advisory Committee
- Provided support to Albany Transit Service (ATS) and other public transportation providers, including participation in Linn and Benton County Coordinated Public Transit-Human Services Transportation Plans, Salem-Keizer Transit regional transit planning process, and statewide discussions on transit funding allocations
- Executed agreements to fund, and began work on, the *Albany Multimodal Transportation Center - Planning and Preliminary Design* project

Transportation Programming (TIP)

- Developed FY18-21 TIP, allocating \$XXX of Surface Transportation Block Grant Program funds for regional projects and \$XX in funds for local and regional transit services.
- Published annual listing of obligated projects

Ongoing Planning Efforts

- The AAMPO Regional Transportation Plan and associated Albany Area Transit Development Plan are anticipated for adoption in early FY17-18.
- AAMPO and the Corvallis Area MPO (CAMPO) will continue to provide support to the newly-formed Linn-Benton Loop Board and will provide staff support for basic efforts to enhance operations and funding for the transit service.

FY17-1 Program Goals

Primary goals for FY17-18 will include:

- Adopt Regional Transportation Plan and Transit Development Plan
- Support the newly-formed Linn-Benton Loop Board
-

Status of MPO Documents

Federally-Required Documents	Current Status	Next Update
Metropolitan Transportation Improvement Program (MTIP or TIP)	FFY15-18 TIP adopted March 2016.	FFY18-21 TIP anticipated for adoption by April 2017
Regional Transportation Plan / Regional Transportation System Plan (RTP/RTSP)	2040 RTP Framework adopted March 2016.	RTP Framework will be updated in 2017 to establish more robust 2040 RTP and RTSP compliant with Oregon Transportation Planning Rule.
Public Participation Plan (PPP)	Adopted July 2014. Administrative updates in January 2016.	As needed or with update of planning documents
Unified Planning Work Program	FY16-17 UPWP adopted in April 2016	FY17-18 UPWP anticipated for adoption in April 2017
Annual List of Obligated Projects	FFY16 list completed January 2017	FFY17 list to be prepared January 2018
Other Documents	Current Status	Next Update
Title VI / Non-discrimination Plan	Adopted August 2014. Administrative updates November 2016.	As needed or with update of planning documents
Albany Area Transit Development Plan	In progress	Anticipated for completion in 2017.

FY17-18 WORK PROGRAM

The following work program is organized under four primary tasks - *MPO Program Management, Long Range Planning, Transit and Short Range Planning, and Transportation Programming*. Each of these tasks are composed of multiple subtasks. Within the subtasks are specific work items and deliverables. The tasks, subtasks, and work items are identified as follows:

1. Task
 - 1.1. Subtask
 - 1.1.a. Work item or specific deliverable

All tasks will be completed by AAMPO staff, with technical assistance from the AAMPO Technical Advisory Committee and approval by the AAMPO Policy Board, unless otherwise indicated.

Task 1: MPO Program Management

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

Task 1 Funding Sources:	FHWA PL Funds 10.27% Local match provided by ODOT
Task 1 Budget:	\$XX
Percent of Total Budget:	XX%

1.1 Administrative Tasks

- 1.1.a. Meeting coordination and logistics for Policy Board, Technical Advisory Committee and other meetings as needed. This includes development of meeting schedules, preparation and distribution of agenda packets, preparation of minutes, responding to public inquiries and attendance at meetings.
- 1.1.b. Meeting coordination and logistics for Linn-Benton Loop Board and Technical Advisory Committee. This includes development of meeting schedules, preparation and distribution of agenda packets, preparation of minutes, responding to public inquiries and attendance at meetings.
- 1.1.c. Maintenance and continued development of AAMPO website
- 1.1.d. Development and maintenance of intergovernmental agreements and contracts
- 1.1.e. Grant applications as directed by the Policy Board
- 1.1.f. Fiscal management, including submission of quarterly invoices and an annual audit
- 1.1.g. Records management
- 1.1.h. Professional training, including workshops, webinars and conferences and other technical training directly related to MPO planning or programming responsibilities

Budget: \$XX
Percent of Total Budget: XX%
Timeframe: Ongoing
Deliverables: Meeting agenda packets and minutes, invoices to ODOT, approved intergovernmental agreements, annual audit and financial report, organized files, an improved website, approved and executed contracts, well-trained and knowledgeable staff.

1.2 Unified Planning Work Program

The UPWP is a federally required document that describes the transportation planning activities to be undertaken in the MPO. The UPWP is updated annually. UPWP progress is tracked through quarterly reports submitted to ODOT and a year-end report to FHWA, FTA, and ODOT. The annual

Self Certification Statement is prepared concurrent with the UPWP and considers the MPO's effectiveness in fulfilling federal requirements regarding the 3-C planning process, multimodal urban transportation planning processes, Title VI / Non-discrimination requirements, Environmental Justice provisions, and the Americans with Disabilities Act. AAMPO's current and prior UPWPs are available here: <http://www.ocwcog.org/transportation/aampo/aampo-plans-programs/>.

- 1.2.a. Preparation of FY18-19 Operational Budget
- 1.2.b. Development and adoption of FY18-19 UPWP
- 1.2.c. Preparation of Annual Self-Certification Statement
- 1.2.d. Quarterly reports of the MPO's planning and programming activities for submission to FTA, FHWA, the Oregon Department of Transportation and the AAMPO Policy Board

Budget: \$XX
Percent of Total Budget: XX%
Timeframe: Ongoing tracking of progress; development of FY18-19 UPWP largely completed in 2nd and 3rd Quarters
Deliverables: Quarterly reports, FY18-19 UPWP document, Self-Certification

1.3 Public Participation Plan Implementation

Active public engagement is a key component of the 3-C planning effort and allows for early, timely, and complete notice to the public regarding MPO activities and decisions. AAMPO's public involvement activities are directed by a Public Participation Plan (PPP) and further informed by a Title VI / Non-discrimination Plan as described in Task 1.4. Ongoing public participation efforts by MPO staff are listed below. Activities specific to Regional Transportation Plan (RTP) are listed under that task. The PPP is available here: <http://www.ocwcog.org/transportation/aampo/aampo-plans-programs/>.

- 1.3.a. Accept and process any complaints regarding MPO planning or programming activities
- 1.3.b. Hold AAMPO meetings at convenient and accessible times and locations
- 1.3.c. Provide opportunity for accommodations and interpretive services, with advanced notice, for individuals interested in attending AAMPO meetings
- 1.3.d. Post AAMPO meeting minutes on the AAMPO website in a timely manner
- 1.3.e. Provide public notice of all AAMPO Policy Board, TAC, and other special meetings in local newspapers and on the AAMPO website. Email notification to an Interested Parties list.
- 1.3.f. Accept and respond to public comments received during meetings, via email, by phone, or by mail communication. Public comments will be provided to the AAMPO Policy Board for consideration.
- 1.3.g. Maintain interested parties list
- 1.3.h. Provide key documents on the AAMPO website, including: the Regional Transportation Plan, Transportation Improvement Program (TIP), Unified Planning Work Program (UPWP), Public Participation Plan (PPP), Title VI Plan and program, Annual List of Obligated Projects, Albany Area MPO Citizen's Handbook, AAMPO Fact Sheet, and AAMPO maps

- 1.3.i. Conduct special outreach activities during development of the Regional Transportation Plan (RTP) and Transit Development Plan (TDP), as identified under those tasks

Budget: \$XX
Percent of Total Budget: XX%
Timeframe: Ongoing
Deliverables: Implemented PPP, informed and involved public, timely responses to public inquiries

1.4 Title VI / Non-Discrimination Activities

AAMPO has adopted a Title VI / Non-discrimination Plan outlining how AAMPO will comply with federal Title VI and Non-discrimination requirements. The Plan and related information is available here: <http://www.ocwcog.org/transportation/aampo/aampo-title-vi-program/>. As required by the plan, the following tasks comprise the AAMPO Annual Title VI Work Plan for FY17-18:

- 1.4.a. Complete Title VI Accomplishments Report for FY16-17, outlining compliance activities related to transportation projects as well as any changes that occurred during the State of Oregon’s fiscal year ending on June 30. To be completed in July 2017.
- 1.4.b. Review and update AAMPO Demographic Profile as data becomes available, including demographic data regarding participants in, and beneficiaries of, MPO planning and programming efforts
- 1.4.c. Attend Title VI / Non-Discrimination and related trainings hosted by ODOT or other agencies, when available
- 1.4.d. Include Title VI /Non-Discrimination notices in applicable documents and on the AAMPO website
- 1.4.e. Accept and process any Title VI complaints in coordination with ODOT and consistent with the Title VI / Non-Discrimination Plan
- 1.4.f. Prepare Annual Title VI Certifications and Assurances coincident with the UPWP
- 1.4.g. Monitor effectiveness of Title VI/Non-Discrimination Plan and PPP in eliminating discrimination, including actions to take to correct any deficiencies.

Budget: \$XX
Percent of Total Budget: XX%
Timeframe: Ongoing, unless otherwise noted under specific tasks.
Deliverables: Implemented Title VI / Non-Discrimination Plan, Annual Title VI Accomplishments Report, identification and elimination of discrimination in MPO planning and programming activities

1.5 Intergovernmental Coordination

To effectively implement the 3-C planning process, MPO members and staff coordinate with other jurisdictions, statewide agencies, federal agencies and a variety of stakeholder groups.

- 1.5.a. Coordinate with the Corvallis Area MPO (CAMPO), including facilitation of joint MPO meetings and cooperation with CAMPO regarding regional transportation issues. AAMPO strives to participate in joint meetings with CAMPO at least on an annual basis.
- 1.5.b. Participate as an Ex-Oficio to the Cascades West Area Commission on Transportation (CWACT) and as a member of the CWACT Technical Advisory Committee
- 1.5.c. Attend meetings of the Mid-Willamette Area Commission on Transportation (MWACT)
- 1.5.d. Participate on statewide advisory committees, including ODOT Transportation System Plan Guidelines Stakeholder Committee and DLCD committee regarding Transportation Planning Rule updates for MPOs
- 1.5.e. Participate on local advisory committees, including the Benton County 2040 Thriving Communities Initiative
- 1.5.f. Intergovernmental coordination not covered elsewhere in this document in support of a 3-C planning process. This includes but is not limited to coordination with ODOT, FHWA, FTA, local jurisdictions, local and state tourism entities, local and state emergency management agencies, associations of peer MPOs, and other area stakeholders. This also includes communication with local transportation advisory groups, including occasional attendance at meetings.

Budget: \$XX
Percent of Total Budget: XX%
Timeframe: Ongoing
Deliverables: A continuing, cooperative and comprehensive planning process

Task 2: Long Range Planning

This task includes activities related to the development of the Regional Transportation Plan and other long-range planning efforts as directed by the Policy Board.

Task 2 Funding Sources:	FHWA PL Funds 10.27% Local match provided by ODOT
Task 2 Budget:	\$XX
Percent of Total Budget:	XX%

2.1 Regional Transportation Plan

The Regional Transportation Plan is a federally required document that identifies a preferred future transportation system for an MPO area and drives MPO decision-making. The RTP will also serve as the Regional Transportation System Plan (RTSP) to establish compliance with Oregon Transportation Planning Rule (TPR). The RTP will identify transportation system needs through 2040, including financially constrained and illustrative project lists. An Albany Area Transit Development Plan (TDP) will also be developed as part of this process, as detailed in Task 3.1. This task is a continuance of work begun during prior fiscal years, with completion of a Regional Transportation Plan Framework in March 2016 and completion of the full RTP/RTSP anticipated in late summer 2017 (FY17-18).

AAMPO is the lead agency on this project; however, much of the work will be completed with ODOT SPR funds via a contract between ODOT and a consultant team. The tasks outlined below are limited to work completed by AAMPO staff to contribute to the development of the RTP/RTSP. In addition to AAMPO staff time spent on the RTP, two AAMPO TAC representatives will serve on the Project Management Team (PMT) and will assist in completing each of the tasks listed below.

- 2.1.a. Prepare RTP Draft Outline and Template
- 2.1.b. Prepare Draft RTP / RTSP
- 2.1.c. Coordinate with consultant to facilitate one Policy Board briefing and one RTP TAC meeting
- 2.1.d. Attend bi-weekly Project Management Team phone calls
- 2.1.e. Conduct local agency briefings on draft RTP/RTSP and TDP
- 2.1.f. Provide technical assistance to the ODOT Transportation and Data Analysis Unit (TPAU) and local jurisdictions regarding upkeep and usage of the CALM Model (Corvallis Albany Lebanon Millersburg Model).
- 2.1.g. Facilitate RTP adoption process, including Policy Board Hearing
- 2.1.h. Final Reporting on RTP project, as needed

Budget: \$XX
Percent of Total Budget: XX%
Timeframe: Ongoing
Deliverables: Adoption of RTP/RTSP and TDP. See Task 3.1 for shared deliverables.
Total Project Cost: \$770,284

The total project cost will be reimbursed over three years through three funding sources. First, a three-year Consultant Contract for \$692,065 in ODOT Region 2 SPR funds will cover the bulk of the planning effort, as well as data collection for Millersburg and Linn TSPs and a region-wide transit onboard survey and related analysis. Second, \$48,219 of ODOT Region 2 SPR funds will support MPO staff time spent on this task, \$XX of which is anticipated to be spent during FY17-18. Third, at least \$30,000 of MPO PL/5303 funds will be spent over three years; a portion of which is shown across Task 2.1 and 3.1. A majority of the \$30,000 of MPO PL/5303 funds were spent during FY15-16. \$99,811 of ODOT Region 2 SPR funds were provided to support use of the Mosaic value and cost informed planning tool, the majority of which was spent in FY16-17.

2.2 Benton County Transportation System Plan

Benton County will conduct a Transportation System Plan (TSP) update and MPO staff will support the effort in a technical capacity; this may include serving on a technical advisory committee, facilitating coordination between the MPO and County's planning processes, or reviewing technical documents to ensure consistency with the AAMPO RTP and TDP. Benton County is the lead agency on this effort. Time of AAMPO staff on this effort will be funded with AAMPO PL funds. Additional project information is available here: <https://www.co.benton.or.us/publicworks/project/benton-county-transportation-system-plan-tsp>.

- 2.2.a. Provide technical support, including review of draft documents or serving on technical advisory committee
- 2.2.b. Assist project management team in providing updates to and gathering input from the MPO
- 2.2.c. Coordination of Benton County TSP and AAMPO RTP

Budget: \$XX
Percent of Total Budget: XX%
Timeframe: Ongoing
Deliverables: Review and input on technical documents and attendance at meetings
Total Project Cost: \$200,000 TGM Funds and Benton County local match

2.3 Linn County Transportation System Plan

Linn County is developing a TSP in coordination with the AAMPO Regional Transportation Plan. MPO staff will serve in a technical advisory role and will help facilitate coordination between the MPO and County’s planning processes and help ensure consistency between the final documents. The project is anticipated for completion in 2017. Linn County is the lead agency on this effort, and the TSP will be funded with ODOT SPR funds. Time of AAMPO staff on this effort will be funded with AAMPO PL funds. Additional project information is available here: <http://linncountytsp.org/>.

- 2.3.a. Serve on a Technical Advisory Committee and review draft documents
- 2.3.b. Assist project management team in providing updates and gathering input from the MPO
- 2.3.c. Incorporate project lists from Linn County TSP into the AAMPO RTP

Budget: \$XX
Percent of Total Budget: XX%
Timeframe: Ongoing
Deliverables: Attendance at Technical Advisory Committee meetings, review of draft documents, consistency of RTP and Linn County TSP
Total Project Cost: \$296,673 ODOT Region 2 SPR Funds.

Timeline for Completion?

2.4 Albany Multimodal Transportation Center - Planning and Preliminary Design

This is continuation of a task identified in the FY15-16 UPWP to complete preliminary layout and design of a transit vehicle storage facility (bus barn) at the Albany Multimodal Station or other suitable location. Agreements are anticipated to be in place and work underway by the end of FY16-17. This task will cover any remaining project oversight, including review of invoices or deliverables.

Budget: \$XX
Percent of Total Budget: XX%
Timeframe: 1st and 2nd Quarters
Deliverables: Preliminary layout and design of a transit vehicle storage facility

Task 3: Transit and Short Range Planning

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

Task 3 Funding Sources:	FTA 5303 transit planning funds (20% In-kind match provided by the City of Albany)
Task 3 Budget:	\$XX
Percent of Total Budget:	XX%

3.1 Albany Transit Development Plan

In conjunction with the RTP (Task 2.1), AAMPO will facilitate the development of a Transit Development Plan for Albany Transit Service, planning for transit needs through 2040. The TDP will address regional fixed route and demand responsive transit needs in greater detail than the RTP. The TDP will include an assessment of existing services, a summary of ridership trends, and a discussion of future transit needs. Based on this information and public input goals and policies will be identified that direct short-term, medium-term, and long-term operational and capital investment strategies. The TDP will not be adopted by the MPO but will be referenced within the adopted RTP. This task is a continuance of work that began in prior fiscal years, with completion of the TDP anticipated in 2017.

Potential Short-Term GIS Projects

- MPO-wide gis files for roads, zoning, # lanes, classification, road condition
- Safety / crash analysis
- Update Title VI demographics report
- ADA / sidewalk inventory
- Facilitate update of AAMPO area GTFS as necessary

AAMPO is the lead agency on this project, however, much of the work will be completed with ODOT SPR funds via a contract between ODOT and a consultant team. The tasks outlined below are limited to work completed by AAMPO staff. Information about the TDP is available here: <http://albanyareatransportationplan.org/project-information/albany-area-transit-development-plan/>.

- 3.1.a. Prepare final Transit Development Plan
- 3.1.b. Facilitate RTP TAC Transit Subgroup meetings as needed
- 3.1.c. Final reporting on TDP project, as needed

Budget:	\$XX (See Task 2.1 for accompanying RTP budget)
Percent of Total Budget:	XX%
Timeframe:	Ongoing
Deliverables:	Completed TDP. See Task 2.1 for shared deliverables.
Total Project Cost:	See Task 2.1

3.2 Albany Transit System Planning Support

The City of Albany is the primary transit provider in the AAMPO area, operating the Albany Transit Service (ATS) fixed route service, Call-A-Ride complementary paratransit service, and the Linn-Benton Loop regional service connecting Albany and Corvallis. This task covers technical support for the City of Albany as the operator of these services as well as coordination with regional partners to enhance inter-city and regional services in the AAMPO planning area.

- 3.2.a. Provide technical support to ATS as requested, in support of planning and programming for the continuation, expansion, or enhancement of services. This can include support for travel training, coordination with non-emergent medical transportation providers, coordination with regional carpool/vanpool programs, preparation of grant applications, data analysis, or other efforts.
- 3.2.b. In coordination with ATS staff, facilitate activities to improve regional and inter-city transit services. These services may include the Linn-Benton Loop, Linn Shuttle, North-by-Northwest Connector, Coast-to-Valley Express, Valley Retriever, Benton County Dial-A-Bus, or services provided by Salem-Keizer Transit.
- 3.2.c. Consultation with ATS staff during the development of the RTP and TDP, TIP, UPWP, PPP and other MPO area planning efforts.
- 3.2.d. Assistance with programming transit projects into the MPO’s TIP and state’s STIP

Budget: \$XX
Percent of Total Budget: XX%
Timeframe: Ongoing
Deliverables: A continuing, cooperative and comprehensive planning process, including active coordination with transit staff at the City of Albany.

Work items can be more specific
 Linn-Benton Loop items to be refined
 based on input from Loop Board

3.3 Linn-Benton Loop Board

The provision of effective and coordinated regional transit service is a priority for AAMPO. This task covers activities to support and facilitate work of the Linn-Benton Loop Board, established in 2016.

- 3.1.a. Facilitate the Linn-Benton Loop Board and Technical Advisory Committee, including meeting facilitation, preparation of agendas and minutes, webpage management, and other administrative tasks as described in Task 1.1
- 3.1.b. Facilitate discussions regarding long-term funding options for the Loop
- 3.1.c. At the direction of the Loop Board, complete technical tasks that may include GIS mapping, data collection and development of informational materials and report(s).

Budget: \$XX
Percent of Total Budget: XX%
Timeframe: Ongoing
Deliverables: Meeting agendas and minutes, maintained website, and completion of specific planning tasks as directed by the Board.

Task 4: Transportation Programming

This task includes near-term activities related to the development and maintenance of the Metropolitan Transportation Improvement Program, including prioritization and programming of projects for federal Surface Transportation Block Grant Program (STBGP) funds.

Task 4 Funding Sources:	FHWA PL Funds 10.27% Local match provided by ODOT
Task 4 Budget:	\$XX
Percent of Total Budget:	XX%

4.1 Transportation Improvement Program

The Transportation Improvement Program (TIP) is a short-term prioritized listing of federally-funded transportation projects within the MPO area. The TIP is developed based on an adopted Regional Transportation Plan, in cooperation with the state and transit operators, and in accordance with AAMPO's adopted policies and procedures. These include the IGA establishing the Albany Area MPO, the Policy on Allocation of Surface Transportation Program (STP) Funds, and the AAMPO Public Participation Plan (PPP). The TIP serves as the FTA-required Program of Projects (POP). This task covers ongoing management of the TIP, which is available here:

<http://www.ocwcog.org/transportation/aampo/aampo-plans-programs/>.

- 4.1.a. Maintenance of the TIP, including full and administrative amendments
- 4.1.b. Coordination of the TIP with the STIP
- 4.1.c. Research and technical work related to the development of performance measures
- 4.1.d. Participation in statewide working groups or meetings related to TIP and STIP development

Budget: \$XX
Percent of Total Budget: XX%
Timeframe: Ongoing
Deliverables: Maintained TIP, consistent with STIP

4.2 STBGP Funds Management

Surface Transportation Block Grant Program (STBGP) funds are sub-allocated to Oregon's small MPOs on an annual basis to be used for surface transportation projects within the MPO area. (The FAST Act converted the long-standing Surface Transportation Program into the Surface Transportation Block Grant Program, acknowledging that this program has the most flexible eligibilities among all Federal-aid highway programs and aligning the program's name with how FHWA has historically administered it.) Projects programmed for these funds should be consistent with the RTP and included in the TIP.

- 4.2.a. Maintenance of accounting of fund balances

- 4.2.b. Coordination of the TIP and STIP
- 4.2.c. Research regarding fund rules and eligibility, as necessary
- 4.2.d. Participation in statewide working groups addressing allocation of funds, as necessary

Budget: \$XX
Percent of Total Budget: XX%
Timeframe: As needed
Deliverables: Accurate record of MPO's STBGP funds

4.3 Annual Listing of Obligated Projects

MPOs are required to develop an Annual Obligation Report outlining all projects and programs within the MPO for which federal transportation funds were obligated during the Federal Fiscal Year. This report will cover FFY2017 (October 1, 2016 – September 30, 2017).

Budget: \$XX
Percent of Total Budget: XX%
Timeframe: This task will be completed by January 2018 (3rd Quarter)
Deliverables: List of projects, posted on the AAMPO website:
<http://www.ocwcog.org/transportation/aampo/aampo-plans-programs>

TABLE 1: AAMPO FY17-18 EXPENSES

	Personnel Costs	Percent of Total Budget	Administrative Costs	Contracted Staff	Total Budget	Non-AAMPO Managed Contracts
Task 1: MPO Program Management	\$55,000	65%	\$19,000	\$0	\$74,000	
1.1 Administrative tasks						
1.2 UPWP						
1.3 Public Participation						
1.4 Title VI / Non-discrimination						
1.5 Intergovernmental Coordination						
Task 2: Long Range Planning	\$7,000	9%	\$2,500	\$1,000	\$10,500	\$1,266,957
2.1 RTP/RTSP ¹						\$770,284
2.2 Benton County TSP ²						\$200,000
2.3 Linn County TSP ¹						\$296,673
2.4 Albany Multimodal Transportation Center						
2.5 Benton County 2040 Visioning Council						
2.6						
Task 3: Transit & Short Range Planning (5303)	\$13,500	17%	\$5,000	\$1,000	\$19,500	
3.1 TDP						
3.2 ATS Planning Support						
3.3 Linn-Benton Loop						
3.4						
Task 4: Transportation Programming (TIP)	\$8,000	8.6%	\$1,790	\$0	\$9,790	
4.1 TIP						
4.2 STP Funds Management						
4.3 Annual List of Obligated Projects						
	\$85,500		\$28,290	\$2,000	\$113,790	\$1,266,957
¹ ODOT Region 2 SPR Funds. Multi-year contract managed by ODOT.						
² Primarily funded through Transportation Growth Management Grant						
³ FY15-16 and prior years' carryover. FY16-17 carryover will be amended late in FY17-18.						
⁴ ODOT Region 2 is providing \$48,000 over three years to support AAMPO staff time spent on the Regional Transportation Plan. The amount shown is anticipated to be remaining in FY18.						
	Total FY16-17 Anticipated Expenses					
	Anticipated Revenue					
	PL/5303					\$171,900
	PL/5303 Carryover ³					
	Additional Contracts ⁴					\$8,000
	Anticipated Remaining					

TABLE 2: FY17-18 SUMMARY OF EXPENSES

Cost	Amount	Percent of Total Budget
AAMPO Personnel¹		71.6%
Contracts (Additional COG Staff)		12.4%
Overhead and Materials		16.0%
<i>Board/Committees/Meetings</i>		<i>0.5%</i>
<i>Advertising</i>		<i>0.5%</i>
<i>Contingency</i>		<i>0.0%</i>
<i>Copying</i>		<i>1.1%</i>
<i>Dues/Memberships</i>		<i>0.1%</i>
<i>Licenses and Fees</i>		<i>0.1%</i>
<i>Bank Charge</i>		<i>0.0%</i>
<i>Legal Services</i>		<i>0.5%</i>
<i>Postage</i>		<i>0.1%</i>
<i>Printing</i>		<i>0.8%</i>
<i>Rent</i>		<i>1.3%</i>
<i>Supplies</i>		<i>0.6%</i>
<i>Telephone</i>		<i>0.5%</i>
<i>Training</i>		<i>2.2%</i>
<i>Travel</i>		<i>1.1%</i>
<i>Overhead and Administration²</i>		<i>6.5%</i>
Total FY17-18 Costs		
FY17-18 Revenue		
<i>PL/5303</i>	\$171,900	
<i>PL/5303 Carryover³</i>		
<i>Additional Contracts⁴</i>		
Balance		

¹ Includes 1 FTE MPO Manager, .045 FTE Executive Administrative Assistant, and .045 FTE of a CED Director

² Includes General Administration, Finance, and Technology Services

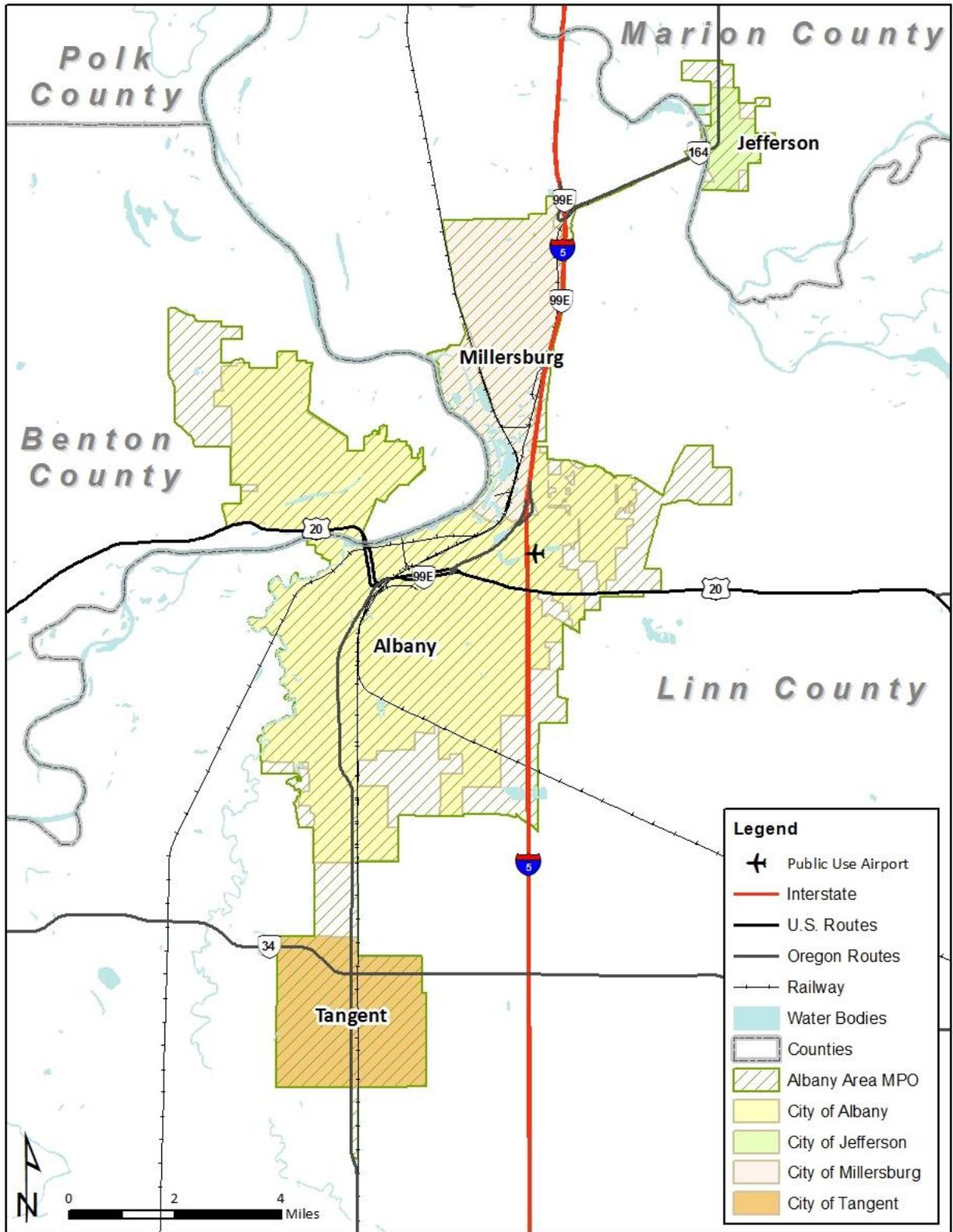
³ FY15-16 and prior years' carryover. FY16-17 carryover will be amended late in FY17-18.

⁴ ODOT Region 2 is providing \$48,000 over three years to support AAMPO staff time spent on the Regional Transportation Plan. The amount shown is anticipated to be remaining in FY18.

TABLE 3: FY17-18 BUDGET BY FUNDING TYPE

	FHWA PL Funds	PL Match ¹ Funds	Total PL	FTA 5303 Funds	5303 Match ² (In-kind)	Total 5303 (Funds and In-kind)	Total Funds and In-Kind	TOTAL FUNDS
Task 1: MPO Program Management								
Task 2: Long Range Planning								
Task 3: Transit Planning & Short Range Planning								
Task 4: Transportation Programming								
Total FY16-17 Expenses								
							FY16-17 Revenue	
							<i>PL/5303</i>	\$171,900
							<i>PL/5303 Carryover³</i>	
							<i>Additional Contracts⁴</i>	\$8,000
							Balance	
¹ ODOT provides 10.27% matching funds ² City of Albany provides 10.27% in-kind match. 5303 funds must be matched at the time of expenditure. ³ Includes carryover from FY15-16. FY16-17 carryover will be amended to contract late in FY17-18. ⁴ ODOT Region 2 is providing \$48,000 over three years to support AAMPO staff time spent on the Regional Transportation Plan. The amount shown is anticipated to be remaining in FY18.								

APPENDIX A: AAMPO PLANNING AREA MAP



APPENDIX B: UNFUNDED PLANNING PROJECTS

The Albany Area MPO recognizes that the planning needs in the AAMPO area exceed what could be supported by the funds available. Unfunded planning projects are listed here to track unmet needs, prepare for new funding opportunities that may arise, and to present opportunities for coordination with other project.

AAMPO or its member jurisdictions have been able to address some of the unfunded needs addressed in prior UPWPs. These include:

- Facilitating high-level conversations about the possibility of an ‘Albany Bypass’ that would link Millersburg to North Albany. Using ODOT’s Mosaic tool, the MPO was able to consider a wide range of potential costs and benefits of such a project and how those costs and benefits would compare with a different set of projects. This analysis was considered during development of the RTP’s long-range aspirational project list. More information is available on the project website: <http://albanyareatransportationplan.org/>
- AAMPO funded a project to conduct planning and preliminary design for an Albany Transit Service bus barn at the Albany Multimodal Station or another location. The Albany train/multimodal station supports intercity and interstate passenger rail service, local and regional bus service, park and ride needs, and also bicycle and pedestrian needs. There is a long-identified need to plan for expansion of this facility, and potentially co-locate with an Albany Transit Station bus barn.
- The Oregon Cascades West Council of Governments completed an application to establish an OR 34 Scenic Byway. AAMPO staff was unable to be involved due to staffing capacity.

The following are currently unfunded significant planning needs in the MPO area:

- **Highway Corridor Refinement and Safety Plan - Hwy 20 (Albany to Lebanon):** Significant accidents (property damage, injuries and fatalities) have occurred on Highway 20 between the City of Albany to the City of Lebanon during the past 5 years. This is due to the increase in traffic from I-5 and Albany to the City of Lebanon due to growth in the City of Lebanon due to its new convention center, new Veterans Center, new medical college and new Hospital improvements. Traffic volumes and accident rates are expected to continue to grow, and a Corridor Refinement and Safety Plan is needed to determine improvements that can reduce crashes and accommodate an expected increase in traffic and commerce.
- **Highway Corridor Refinement and Safety Plan - Highway 34 (I-5 to Lebanon):** Significant accidents have also occurred on Highway 34 between I-5 and the City of Albany to the City of Lebanon during the past 5 years. A noted increase in traffic volume and accidents occurred in 2015. This is due to increased travel to Lebanon, as described above. Traffic volumes and accident rates are expected to continue to grow, and a Corridor Refinement and Safety Plan is

needed. The study area can be expanded to include Hwy 34 between Corvallis and I-5, which sees a similarly high rate of traffic and crashes.

- **Planning for Regional Connectivity:** Increased collaboration and planning in support of regional public transportation connectivity, particularly along the I-5 corridor between the AAMPO planning area and the Salem-Keizer MPO planning area.
- **Development of ADA Transition Plans:** When a public agency provides a pedestrian facility, it must be accessible to persons with disabilities to the extent technically feasible. The Americans with Disabilities Act requires public agencies with more than 50 employees to make a transition plan (28 CFR §35.150(d)). This task would assist MPO member jurisdictions with development of those plans.
- **City of Jefferson TSP Update:** The State of Oregon requires cities and counties to develop transportation plans that identify transportation system needs and system improvements over a 20-year period. The City of Jefferson's current TSP was adopted in 2001 and projected transportation system needs and deficiencies through 2020. The City would like to update their plan coincident with development of the AAMPO regional plan.
- **Regional Bicycle System Map:** This effort would build upon bike maps for Albany/Linn County and Corvallis/Benton County to create a regional bike map. In coordination with regional partners, AAMPO can support the creation of a regional bike map. This effort can emphasize the Willamette Scenic Bikeway which runs through the AAMPO area
- **Transportation Options Outreach:** Public outreach, marketing, and education in support of Albany Transit System (ATS) and Linn-Benton Loop programs. This includes support for travel training programs, outreach to local employers regarding the ATS Employer Pass Program, and maintenance of Google transit data.
- **Linking Transportation Planning with Economic Development:** Development strategy for Goldfish Farm Road, including conceptual planning and design for bicycle and pedestrian access, roadway widening and flood hazard mitigation. This is a growing commercial center that will see increased impact on surrounding residential areas as growth continues.

APPENDIX C: OTHER SIGNIFICANT TRANSPORTATION PLANNING ACTIVITIES IN THE AAMPO AREA

Safe Routes to School

The Oregon Cascades West Council of Governments (OCWCOG) received funding from the ODOT Transportation Safety Division for Safe Routes to School programming in Albany, Jefferson, Sweet Home, Harrisburg and Lebanon. The funding supports activities from October 2016 through October 2019. The activities will focus on bicycle and pedestrian safety education, coalition building, and strategic planning. Work in the Albany School District will focus on Sunrise Elementary School. Work in Jefferson will begin at Jefferson Elementary, with development of an Action Plan. More information is available here: <http://www.ocwcog.org/regions360/breaking/press-release-ocwcog-receives-odot-grant-for-safe-routes-to-school-program/>.

Oregon Passenger Rail Environmental Impact Assessment

ODOT is conducting the Oregon Passenger Rail project as the next step in improving passenger rail service in the Oregon segment of the federally designated Pacific Northwest Rail Corridor. The current phase of this effort consists of a Tier 1 Environmental Impact Statement of selected route alternatives, in accordance with the National Environmental Policy Act. The Federal Railroad Administration requires this study to be eligible to apply for future federal funding for design and construction of improvements. More information is available at: <http://www.oregonpassengerrail.org/>

Park and Ride Planning

The Oregon Cascades West Council of Governments (OCWCOG) has received STIP Enhance funds during to complete a Park and Ride Plan for the OCWCOG area (Linn, Benton and Lincoln Counties). This planning effort will support and advance transportation demand management efforts, with the goal of fostering a multi-modal transportation system and connecting communities and local/regional transit. The effort will consider official and unofficial lots, capacity at those lots, and inter-modal connections. Specifically, the Plan will: determine improvements needed at existing lots; estimate cost of improvements; identify barriers to making improvements; identify priority improvements; identify steps for getting official recognition of informal lots; and will identify potential locations for new park and ride lots. The OCWCOG park and ride planning effort will build upon previous efforts, including ODOT's statewide Park & Ride Location Master List and Clearinghouse of Park & Ride locations.

Corvallis to Albany Multi-Use Path

Benton County is considering development of a multi-use path between Corvallis and Albany generally in the Highway 20 corridor. It would potentially connect with segments already constructed in Albany and Corvallis. The Benton County Board of Commissioners has directed Benton County Public Works to contract with a consultant to reevaluate all possible alignments between Corvallis and Albany and build community consensus regarding any future phases of the effort. More information is available at: http://www.co.benton.or.us/pw/multi-use_path.php

APPENDIX D: SELF CERTIFICATION

REPLACE with new ODOT form

IN ACCORDANCE WITH 23 CFR 450.334, THE OREGON DEPARTMENT OF TRANSPORTATION AND THE ALBANY AREA METROPOLITAN PLANNING ORGANIZATION (AAMPO) HEREBY CERTIFY THAT THE METROPOLITAN TRANSPORTATION PLANNING PROCESS IS BEING CARRIED OUT IN ACCORDANCE WITH ALL APPLICABLE REQUIREMENTS INCLUDING:

- (1) 23 U.S.C. 134, 49 U.S.C. 5303, and 23 CFR 450 (c);
- (2) Sections 174 and 176 (c) and (d) of the Clean Air Act, as amended (42 U.S.C. 7504, 7506 (c)and d)) and 40 CFR part 93;
- (3) Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 CFR part 21;
- (4) 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
- (5) Section 1101(b) of the FAST Act (Pub. L. 114-94) and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises in USDOT funded projects;
- (6) 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
- (7) The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.)and 49 CFR parts 27, 37, and 38;
- (8) The Older Americans Act, as amended (42 U.S.C. 6101), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
- (9) Section 324 of title 23 U.S.C. regarding the prohibition of discrimination based on gender; and
- (10) Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR part 27 regarding discrimination against individuals with disabilities.

Certified by the Policy Board of the Albany Area Metropolitan Planning Organization

Roger Nyquist, Chair

Date

APPENDIX E: PLANNING EMPHASIS AREAS

FHWA, in consultation with FTA, develops Planning Emphasis Areas (PEAs) which outline specific policy, procedural and technical topics that MPOs and State DOTs should consider as they implement their annual Work Programs. PEAs address a mix of planning issues and priority topics identified during on-going reviews of metropolitan and statewide planning processes as requiring additional work.

PEAs should be considered in addition to the eight planning factors outlined in SAFETEA-LU and subsequent federal transportation bills including the Fixing America's Surface Transportation (FAST) Act. These eight planning factors are: Economic Vitality, Safety of Transportation System, Security of Transportation System, Accessibility and Mobility for People and Freight, Environmental Protection and Enhancement, Integration & Connectivity of Transportation System, Efficient System Management and Operation, and Preservation of Existing the Transportation System.

PEAs were released in a joint memo from FHWA and FTA in 2014 and the same PEAS were reiterated in [March 2015](#). No additional guidance has been received by AAMPO since that time. These PEAs include the following:

Models of Regional Planning Cooperation:

This Emphasis area seeks to promote cooperation and coordination across MPO boundaries and across State boundaries where appropriate to ensure a regional approach to transportation planning. Cooperative efforts can consider linkages between the transportation plans and programs, corridor studies, projects, data, and system performance measures and targets across MPO and State boundaries. Efforts may include coordinated planning process and products, especially among neighboring urbanized areas.

Ladders of Opportunity:

This Emphasis Area seeks to improve access to essential services by addressing transportation connectivity gaps. Essential services include housing, employment, health care, schools/education, and recreation.

MAP-21 Implementation:

The third emphasis area promotes a transition to Performance Based Planning and Programming. This includes the development and use of transportation performance measures, target setting, performance reporting, and transportation investments that support the achievement of performance targets. These components will ensure the achievement of transportation system performance outcomes.

Below is a matrix outlining how the Albany Area MPO's FY15-16 UPWP addresses the FFY2015 PEAs as well as the broader MAP-21 Planning Factors.

Coordination of FY16-17 UPWP with FHWA Planning Emphasis Areas and MAP-21 Planning Factors

	Planning Emphasis Areas			MAP-21 Planning Factors							
	MAP-21 Implementation	Models of Regional Planning Cooperation	Ladders of Opportunity	Economic Vitality	Safety of Transportation System	Security of Transportation System	Accessibility and mobility for people and freight	Environmental protection & enhancement	Integration & connectivity of transportation system	Efficient system management and operation	Preservation of existing transportation system
Task 1: MPO Program Management											
1.1 Administrative tasks		X									
1.2 UPWP	X										
1.3 Public Participation Plan			X								
1.4 Title VI / Non-discrimination Plan			X								
1.5 Intergovernmental Coordination		X	X	X					X	X	
Task 2: Long Range Planning											
2.1 RTP/RTSP	X	X	X	X	X	X	X	X	X	X	X
2.2 Mosaic Analysis									X	X	
2.3 US 20 Safety Study		X			X	X			X	X	
2.4 Benton County TSP	X	X	X	X	X	X	X	X	X	X	X
2.5 City of Millersburg TSP	X	X	X	X	X	X	X	X	X	X	X
2.6 Linn County TSP	X	X	X	X	X	X	X	X	X	X	X
2.7 Albany Multimodal Center			X				X		X		
Task 3: Transit & Short Range Planning											
3.1 Transit Development Plan	X	X	X	X	X	X	X	X	X	X	X
3.2 ATS & Loop Planning Support			X				X	X	X		
3.3 Regional Transit Coordination		X					X	X	X	X	X
3.4 Linn-Benton Loop Service Analysis		X	X				X		X	X	
3.5 Albany Area Transit Needs Analysis		X	X			X	X		X		
3.6 Linn and Benton Coordinated Plans		X	X			X	X		X		
Task 4: Transportation Programming											
4.1 TIP	X			X	X	X	X	X	X	X	X
4.2 STP Fund Management											
4.3 Annual List of Obligated Projects											

APPENDIX F: ACRONYMS

3-C: Continuing, cooperative and comprehensive planning process that is required of MPOs

5303: FTA Metropolitan Planning funds used for planning in an MPO area.

5339: FTA Formula Capital Program for transit capital improvements (e.g. bus purchases).

5307: FTA Formula Grant Program. Funding is available on the basis of a statutory formula to all urbanized areas in the country. The funding can be used for capital projects and operating assistance.

5310: FTA Competitive Grant Program. Funding for transportation services for the elderly and persons with disabilities. Funds can continue to be used for capital costs or for capital costs of contracting for services.

AAMPO: Albany Area Metropolitan Planning Organization.

ACT: Area Commission on Transportation. Regional entities responsible for coordinating transportation planning throughout Oregon; ODOT requires local ACTS to establish a relationship with MPOs in their area and to coordinate in the prioritization of projects in their respective planning efforts.

ATS: Albany Transit System

CAMPO: Corvallis Area Metropolitan Planning Organization, including the cities of Corvallis, Philomath and Adair Village as well as Benton County.

CWACT: Cascades West Area Commission on Transportation. Area Commissions on Transportation are advisory bodies chartered by the Oregon Transportation Commission. CWACT covers Linn, Lincoln and Benton Counties.

DLCD: Oregon Department of Land Conservation and Development

DEQ: Oregon Department of Environmental Quality

FAST Act: Fixing America's Surface Transportation Act. Five year transportation funding and authorization bill to govern federal surface transportation spending. Passed in December 2014, this is the federal transportation act currently in effect.

FAUB: Federal Aid Urban Boundary. FAUBs establish the dividing line between urban and rural Federal Functional Classifications. The FAUB includes the Urbanized Area with consideration also given to major traffic generators, major bus routes, interchanges, bridges and continuity of roadway classification.

FFC: Federal Functional Classification. Roadways within the MPO area classified as Collectors and Arterials and considered on the 'federal functional classification map'.

FHWA: Federal Highway Administration

FTA: Federal Transit Administration

IGA: Intergovernmental Agreement. A formally adopted agreement between units of government that articulates the respective roles, duties and responsibilities of the agencies party to the agreement.

ODOT: Oregon Department of Transportation

MAP-21: Moving Ahead for Progress in the 21st Century Act (MAP-21) is a federal transportation act that was superseded by the FAST Act in December 2015.

MPO: Metropolitan Planning Organization. When cities reach a population of 50,000 and also meet other population density requirements, MPOs are designated for those areas by the governor of the state.

MTP (RTP): Metropolitan Transportation Plan. Also called RTP or Regional Transportation Plan. The 20-year transportation plan for defining transportation improvement strategies and policies for the MPO area. The MTP must be coordinated with State, County and City jurisdictions.

MWACT: Mid-Willamette Valley Area Commission on Transportation. Area Commissions on Transportation are advisory bodies chartered by the Oregon Transportation Commission. MWACT covers Marion, Polk and Yamhill Counties.

NAAQS: National Ambient Air Quality Standards. The Clean Air Act, which was last amended in 1990, requires EPA to set National Ambient Air Quality Standards (40 CFR part 50) for pollutants considered harmful to public health and the environment.

OCWCOG: Oregon Cascades West Council of Governments. Created under ORS 190.010, OCWCOG provides a variety of services to 25 member governments within Linn, Benton and Lincoln Counties.

OTC: Oregon Transportation Commission. The Board of Directors for the Oregon Department of Transportation (ODOT).

PEA: Planning Emphasis Area. FHWA, in consultation with FTA, develops Planning Emphasis Areas outlining specific policy, procedural and technical topics that MPOs should consider as they implement their annual Work Programs.

PMT: Project Management Team. This group will provide direct oversight of the AAMPO RTP process, and will consist of staff from AAMPO, ODOT, AAMPO member jurisdictions, and the Consultant team.

PL: FHWA Metropolitan Planning Funds, which comprise the majority of MPO funding.

PPP: Public Participation Plan. A federally required plan outlining an MPO's public outreach efforts.

RTP/RTSP: A combined Regional Transportation Plan (federally required) and Regional Transportation System Plan (required by the State of Oregon in compliance with TPR)

SAFETEA-LU: Safe, Accountable, Flexible, Efficient Transportation Equity Act. A Legacy for Users (SAFETEA-LU) is the federal transportation act that was in effect from 2005 through 2012.

SPR: State Planning and Research Funds. Primary source of funding for statewide long-range transportation planning.

STIP: Statewide Transportation Improvement Program. The statewide transportation improvement program (STIP) is a federally-required document that identifies all federally funded projects in the state. The STIP is a staged, multiyear, statewide, intermodal program of transportation projects which is consistent with the statewide transportation plan and planning processes and metropolitan plans, TIPs and processes. Projects must be included in the STIP before applicants can use the federal funds awarded to their projects. In order for an MPO project to be included in the STIP, it must first be included in a metropolitan transportation plan and the TIP.

STF: Surface Transportation Funds. An Oregon program intended to benefit seniors and people with disabilities. Primarily formula bases and allocated to STF agencies (counties, tribes or transit districts). STF agencies also coordinate 5310 funds.

STP / STBGP: Surface Transportation Program / Surface Transportation Block Grant Program. The FAST Act converted the long-standing Surface Transportation Program into the Surface Transportation Block Grant Program, acknowledging that this program has the most flexible eligibilities among all Federal-aid highway programs and aligning the program's name with how FHWA has historically administered it. This program is one of the major federal funding programs for MPOs. Funding may be used for planning, roadway construction, transit capital projects, carpool projects, etc.

TAC: Technical Advisory Committee

TDP: Transit Development Plan

TIP (MTIP): Transportation Improvement Program or Metropolitan Transportation Improvement Program. A document prepared by an MPO listing federally-funded surface transportation projects programmed in the MPO area over a 4-year period. Projects in the TIP should be identified in the MTP.

TPR: Transportation Planning Rule. The Administrative Rule that was enacted to implement Statewide Planning Goal 12 (Oregon's statewide transportation planning goal). This rule requires that all cities, counties and MPOs develop a 20-year transportation plan that outlines how investments are to be made to provide an integrated transportation system plan. MPOs are required to prepare an MTP and all local jurisdictions within a MPO are required to prepare TSPs that are consistent with the MTP.

TPAU: Transportation Planning and Analysis Unit. TPAU is a division within ODOT that provides transportation modeling services and technical assistance to jurisdictions throughout the state.

TSP: Transportation System Plan. A 20-year plan for 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.

UPWP: Unified Planning Work Program. A federally required annual report describing the MPO's transportation work program and budget, and detailing the various local, state and federal funding