

ALBANY AREA METROPOLITAN PLANNING ORGANIZATION

FY 2018 - 2019

# UNIFIED PLANNING WORK PROGRAM

July 1, 2018 – June 30, 2019



Adopted by the AAMPO Policy Board

XXXXX, 2018

**Albany Area Metropolitan Planning Organization**

1400 Queen Ave. SE, Suite 205

Albany OR, 97322

[www.ocwcog.org/transportation/aampo](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, 5<sup>th</sup> 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 AAMPO staff:

Phone: 541-924-8405  
Email: [echavez@ocwcog.org](mailto:echavez@ocwcog.org)  
Visiting: 1400 Queen Ave SE, Suite 205, Albany OR 97322

If information is needed in another language, contact 541-924-8405. **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 (FHWA) and Federal Transit Administration (FTA), and the Oregon Department of Transportation (ODOT). AAMPO staff, the AAMPO Policy Board, and the AAMPO Technical Advisory Committee are solely responsible for the material contained herein.

Please contact AAMPO staff at 541-924-8480 for assistance with this document.

## Resolution Number 2018-1

### FOR THE PURPOSE OF APPROVING THE FY 2018 - 2019 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 2018-2019 fiscal year;

#### **NOW, THEREFORE, BE IT RESOLVED:**

That the Policy Board of the Albany Area Metropolitan Planning Organization approves the FY 2018-2019 AAMPO Work Program and its associated budget.

**PASSED AND APPROVED THIS \_\_\_ DAY OF \_\_\_, 2018, BY THE ALBANY AREA METROPOLITAN  
PLANNING ORGANIZATION.**

SIGNED:

\_\_\_\_\_  
**Dave Beyerl**

Albany Area Metropolitan Planning Organization  
Policy Board Chair  
City Council Member, City of Jefferson

# ALBANY AREA MPO MEMBERSHIP

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## Policy Board

Dave Beyerl	City of Jefferson
Frannie Brindle	Oregon Department of Transportation
Annabelle Jaramillo	Benton County
Ray Kopczynski	City of Albany
Darrin Lane	Citizen Representative
Don Miller	City of Millersburg
Roger Nyquist	Linn County
Gary Powell	City of Tangent

## Technical Advisory Committee

Chris Bailey	City of Albany
Lissa Davis	City of Jefferson
Georgia Edwards	City of Tangent
James Feldmann	Oregon Department of Transportation
Chuck Knoll	Linn County
Darrin Lane	Citizen Representative
Don Miller	City of Millersburg
Laurel Byer	Benton County
Jeremy Borrego	Ex-Officio, Federal Transit Administration, Region 10
Chris Bucher	Ex-Officio, Federal Highway Administration
Jasmine Harris	Ex-Officio, Federal Highway Administration
Mary Camarata	Ex-Officio, Oregon Department of Environmental Quality
Patrick Wingard	Ex-Officio, Oregon Department of Land Conservation and Development

## Contact Information

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## INTRODUCTION

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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 membership 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 comprise the governing body of the MPO, and ODOT 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. A Citizen Representative also is currently present on both the TAC and Policy Board by directive of the Policy Board and as permitted by the AAMPO Bylaws. The Oregon Cascades West Council of Governments (OCWCOG) provides staffing, including fiscal and administrative support for AAMPO.

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 a Public Participation Plan (PPP). AAMPO must also demonstrate compliance with Title VI and other non-discrimination requirements. The Fiscal Year 2018-2019 Unified Planning Work Program (UPWP) demonstrates how AAMPO will fulfill these requirements between July 1, 2018 and June 30, 2019.

## WORK PROGRAM OVERVIEW

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### 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 guides the work of MPO staff and provides 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 is 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 also 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 the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA), and the Oregon Department of Transportation (ODOT).

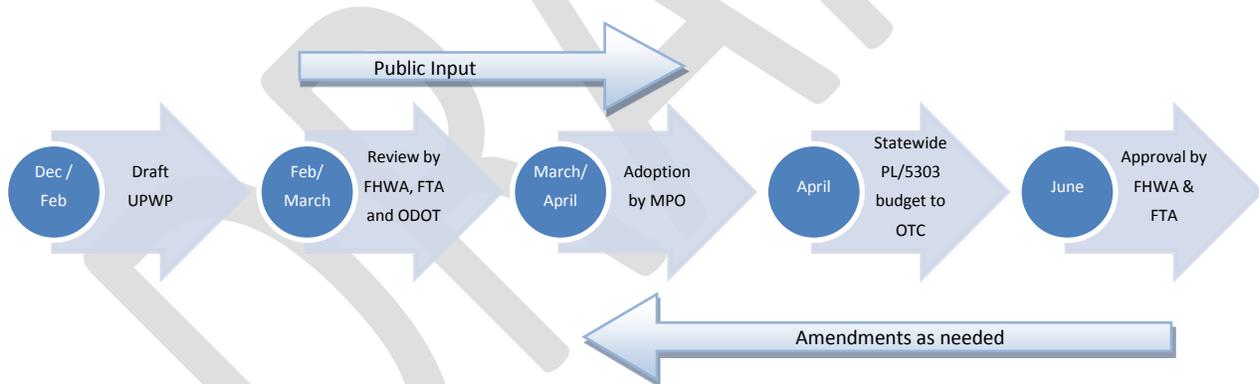
### **Funding Sources**

Funding from FHWA, FTA, and ODOT supports the AAMPO planning program. FHWA allocates Metropolitan Planning funds through ODOT to AAMPO by a 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 AAMPO member agencies 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 timeframe illustrated below.



AAMPO engages stakeholders and the public during the development of the UPWP by:

- Emailing stakeholders, interested parties, and local newspapers regarding public meetings when 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

### **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 more than \$5,000, 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.

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.

## **AAMPO STATUS REPORT**

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Below is a summary of major planning activities underway or anticipated for completion in FY18-19. During the 2017-2018 fiscal year, AAMPO planning activities were focused on development of the MPO's first Regional Transportation Plan and the related Transit Development Plan for the Albany area, in conjunction with the City of Albany. 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, particularly regarding regional and inter-city transit through its work with the Linn Benton Loop Board of Directors.

### **Recap of FY17-18 Major Planning Activities and Work Products**

#### **MPO Program Management**

- Facilitated monthly 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 a Title VI audit conducted by ODOT's Office of Civil Rights in July 2017
- Completed quarterly reports and billing
- Participation in the Benton County Transportation System Plan stakeholder committee

#### **Long Range Planning**

- Developed draft Regional Transportation Plan (RTP) in compliance with state and federal requirements, to be adopted early in calendar year 2018, with the Albany-area Transit Development Plan (TDP) to be approved on a similar timeline (but not formally adopted)
- Conducted public outreach in support of RTP process, including direct outreach to elected bodies of member jurisdictions, outreach to community organizations, public open house meetings, and direct outreach to transit riders, including onboard surveys.

### **Transit and Short Range Planning**

- Participated in meetings of the governing body for the Linn Benton Loop transit service, and Technical Advisory Committee, including helping craft the Scope of Work for a Service Analysis that is expected to be completed in FY18-19, and related ODOT contract amendment language.
- Provided support to Albany Transit Service (ATS), including participating in the Transit Development Plan (TDP) finalization.
- Funded work on the Albany Multimodal Transportation Center, Planning and Preliminary Design project for bus barn development.

### **Transportation Programming (TIP)**

- Developed FY18-21 Transportation Improvement Program with ODOT, including amendments related to House Bill 2017 transportation funding projects.
- Published Annual Listing of Obligated Projects.

### **Ongoing Planning Efforts**

- The AAMPO Regional Transportation Plan and Transit Development Plan are anticipated to be adopted early in calendar year 2018.
- AAMPO and the Corvallis Area Metropolitan Planning Organization (CAMPO) will continue to provide staffing support for the Linn-Benton Loop Board and will provide staffing for basic efforts to enhance operations and funding for the transit service, including service-analysis work (specifically, contract procurement for service-analysis completion).
- Staff will continue to monitor the rulemaking processes for House Bill 2017 funding related to transit, Safe Routes to School, ConnectOregon, and other areas.

### **FY18-19 Program Goals**

Primary goals for FY18-19 will include:

- Adopt Regional Transportation Plan
- Approve Transit Development Plan
- Support the newly-formed Linn-Benton Loop Board; support Service Analysis work and contracting
- Facilitate jurisdictional information-sharing and planning regarding House Bill 2017 funding
- Further develop AAMPO's GIS and data management capacity
- Continued Performance Measure development and reporting
- Continued training for MPO members and staff, including participation in quarterly MPO managers' meetings and the Oregon MPO Consortium

## **Status of MPO Documents**

<b>Federally-Required Documents</b>	<b>Current Status</b>	<b>Next Update</b>
Metropolitan Transportation Improvement Program (MTIP or TIP)	FFY18-21 TIP adopted May 2017	FFY18-21 TIP currently being updated as needed in collaboration with ODOT and local jurisdictions
Regional Transportation Plan (RTP)	In progress	RTP anticipated to be adopted in spring 2018
Public Participation Plan (PPP)	Adopted July 2014; administrative updates in January 2016	As needed or with update of planning documents
Unified Planning Work Program	FY17-18 UPWP adopted in April 2017	FY18-19 UPWP expected to be adopted in spring 2018
Annual List of Obligated Projects	FFY16 list completed spring 2017	FFY17 list to be completed in spring 2018
<b>Other Documents</b>	<b>Current Status</b>	<b>Next Update</b>
Title VI / Non-discrimination Plan	Adopted August 2014; administrative updates November 2016	Audit by ODOT Civil Rights Office completed July 2017; plan update due in Fall 2018
Albany Area Transit Development Plan	In progress	Anticipated to be approved in spring 2018

## **FY18-19 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.

<b>Task 1 Funding Sources:</b>	FHWA PL Funds 10.27% Local match provided by ODOT
<b>Task 1 Budget:</b>	\$78,748.50
<b>Percent of Total Budget:</b>	44.5%

### **1.1 Administrative Tasks**

- 1.1.a. Meeting facilitation 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. Maintenance and continued development of AAMPO website
- 1.1.c. Development and maintenance of intergovernmental agreements and contracts
- 1.1.d. Grant applications as directed by the Policy Board
- 1.1.e. Fiscal management, including submission of quarterly invoices and an annual audit
- 1.1.f. Records management
- 1.1.g. Professional training, including workshops, webinars, conferences, and other technical training directly related to MPO planning or programming responsibilities
- 1.1.h. Ongoing training for Policy Board and Technical Advisory Committee members

**Budget:** \$46,938

**Percent of Personnel Budget:** 26.5%

**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 and 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:

[www.ocwcog.org/transportation/aampo/aampo-plans-programs/](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:** \$4,009.52

**Percent of Personnel Budget:** 2.25%

**Timeframe:** Ongoing; development of FY18-19 UPWP largely completed in 2<sup>nd</sup> and 3<sup>rd</sup> 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: [www.ocwcog.org/transportation/aampo/aampo-plans-programs/](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:** \$2,257.14

**Percent of Personnel Budget:** 1.3%

**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: [www.ocwcog.org/transportation/aampo/aampo-title-vi-program](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 FY18-19:

- 1.4.a. Prepare updated Title VI Plan for submission to ODOT Civil Rights Management staff by November 2018, following up on July 2017 Title VI Audit. AAMPO met or exceeded requirements in all areas per the Audit, except for the need to gather demographic data about Board and TAC members. AAMPO staff have conferred with managers of other MPOs regarding their policies and procedures for gathering this demographic data, and will implement procedures to gather demographic data in 2018, including a response sheet to be distributed via email and at meeting(s).
- 1.4.b. Complete Title VI Accomplishments Report for FY17-18, 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 2018.
- 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 MPO 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. Maintain Title VI Certifications and Assurances
- 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:** \$9,257

**Percent of Total Budget:** 5.2%

**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

- 1.5.b. Participate as an Ex-officio 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 as relevant to the MPO
- 1.5.e. Participate on local advisory committees as needed, for example, Benton County TSP Stakeholder Committee
- 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:** \$16,285.70

**Percent of Personnel Budget:** 9.2%

**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.

<b>Task 2 Funding Sources:</b>	FHWA PL Funds, 10.27% Local match provided by ODOT
<b>Task 2 Budget:</b>	\$25,542.84
<b>Percent of Total Budget:</b>	14.5%

**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 identifies transportation system needs through 2040, including financially constrained and illustrative project lists. The RTP is expected to be adopted by the AAMPO Policy Board in March 2018, so significant work is not anticipated in the 2018-19 fiscal year. An Albany Area Transit Development Plan (TDP) has also been developed as part of this process, as detailed in Task 3.1, and will be approved (but not formally adopted) on a similar timeline, per the recommendation of the AAMPO Technical Advisory Committee. This task is a continuance of work begun during prior fiscal years.

AAMPO is the lead agency on this project; however, much of the work has been 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.

- 2.1.a. Development and adoption of performance measures in coordination with ODOT
- 2.1.b. Coordinate with TSP work in AAMPO jurisdictions as needed, to ensure consistency with RTP
- 2.1.c. Evaluate options for compliance with the Transportation Planning Rule (TPR)
- 2.1.d. Unanticipated state work as needed, for example, related to House Bill 2017 (Highway 20 safety funding, intermodal projects, or other priorities).

**Budget:** \$14,019.04

**Percent of Personnel Budget:** 8%

**Timeframe:** Ongoing

**Deliverables:** Ongoing updates as needed

## **2.2 Benton County Transportation System Plan**

Benton County has initiated its Transportation System Plan (TSP) update and MPO staff will support the effort as part of the Stakeholder Advisory Committee. Additional project information is available here: [www.co.benton.or.us/publicworks/project/benton-county-transportation-system-plan-tsp](http://www.co.benton.or.us/publicworks/project/benton-county-transportation-system-plan-tsp).

- 2.2.a. Provide technical support, including review of draft documents and serving on Stakeholder Advisory Committee
- 2.2.b. Assist project management team in providing updates to and gathering input from the MPO

**Budget:** \$1,752.38

**Percent of Personnel Budget:** 1%

**Timeframe:** Ongoing

**Deliverables:** Review and input on technical documents and attendance at meetings

## **2.3 Linn County Transportation System Plan and other planning efforts as needed in Linn County**

Linn County is the lead agency on the TSP effort. 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. Assist project management team in providing updates and gathering input from the MPO
- 2.3.b. Support other planning projects as needed as a technical advisor

**Budget:** \$5,257.14

**Percent of Personnel Budget:** 3%

**Timeframe:** Ongoing

**Deliverables:** Attendance at meetings, review of draft documents, consistency with RTP

## 2.4 Performance-Based Planning Program, FHWA

Moving Ahead for Progress in the 21st Century (MAP-21) established requirements for state DOTs and MPOs to implement a performance-based approach to planning and programming. These requirements were carried forward with the Fixing America's Surface Transportation (FAST) Act and MPOs must have compliant RTPs and TIPs by May 2018. This task supports coordination with ODOT and MPO partners on the development of performance targets. It also supports research, data collection, technical work related to the development and monitoring of AAMPO targets.

The AAMPO Policy Board adopted Safety guidelines in December 2017, ahead of the March 2018 deadline. AAMPO chose to align with ODOT's performance targets as identified in the state's 2016 Transportation Safety Action Plan. AAMPO staff will stay informed about upcoming deadlines. For example, by October 2018, state DOTs must submit MPO CMAQ performance plans, as applicable. By March 2019, MPOs must establish 4-year targets for GHGs.

- 2.5.a. Coordination with ODOT and MPO partners in compliance with federal requirements
- 2.5.b. Research and development of recommended performance targets for AAMPO area
- 2.5.c. Data collection, data management, and tracking of performance
- 2.5.d. Amendments to RTP and TIP as needed

**Budget:** \$4,514.28

**Percent of Personnel Budget:** 2.5%

**Timeframe:** Ongoing

**Deliverables:** Recommended performance targets and consistency with ODOT performance targets

### **Task 3: Transit and Short Range Planning**

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.

<b>Task 3 Funding Sources:</b>	FTA 5303 transit planning funds (10.27% In-kind match provided by the City of Albany)
<b>Task 3 Budget:</b>	\$34,929
<b>Percent of Total Budget:</b>	20%

#### **3.1 Albany Transit Development Plan**

In conjunction with the RTP (Task 2.1), AAMPO oversaw development of a Transit Development Plan for Albany Transit Service, planning for transit needs through 2040. The TDP is expected to be approved by the AAMPO Policy Board in spring 2018 and addresses 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. It includes short-term, medium-term, and long-term operational and capital investment strategies. This task is a continuance of work that began in prior fiscal years.

- 3.1.a. Final reporting on TDP project, as needed
- 3.1.b. Ensure consistency between TDP and other planning documents in the region, including a projected Linn Benton Loop service analysis

**Budget:** \$3,504.76

**Percent of Personnel Budget:** 2%

**Timeframe:** Ongoing

**Deliverables:** TDP consistent with other local plans

### **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. This may include strategic planning, grant writing, or other technical tasks as directed by the AAMPO Policy Board.
- 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:** \$5,257.14

**Percent of Personnel Budget:** 3%

**Timeframe:** Ongoing

**Deliverables:** A continuing, cooperative and comprehensive planning process, including active coordination with transit staff at the City of Albany.

### 3.3 Linn-Benton Loop Board

A governing board was established for the Linn-Benton Loop transit service in 2016, comprised of representatives from AAMPO, CAMPO, and the Linn-Benton Community College. Ex-officio members and other key stakeholders include OCWCOG, Oregon State University, the City of Albany, the City of Corvallis, Linn County, and Benton County. Staff with CAMPO and AAMPO staff were asked to provide a base level of support for the Board, and this task covers those duties as assigned by the Board. The creation of the Board was the culmination of years of work and coordination by local transit providers and partners, and additional coordination with the Operator will be required in FY17-18 to formalize operating procedures for the Board. The Loop is also supported by CAMPO and OCWCOG, and the tasks below are not the sole responsibility of AAMPO.

- 3.3.a. Coordination with the City of Albany on Board operating procedures, website development, agenda development, technical analyses, and other work as required
- 3.3.b. Meeting facilitation 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.
- 3.3.c. Support public engagement efforts for the Loop Board, which may include webpage development and maintenance, public meetings, surveys, or direct stakeholder outreach
- 3.3.d. Prepare technical reports, which may include analyses of Loop funding and operations
- 3.3.e. At the direction of the Loop Board, complete other technical tasks that may include GIS mapping, data collection and development of informational materials and report(s).
- 3.3.f. Continued work on the Linn-Benton Loop Service Analysis, as originally programmed in the FY16-17 UPWP (i.e., hire and manage consultant)
- 3.3.g. Facilitate jurisdictional conversations and planning regarding funding and other implementation related to House Bill 2017

**Budget:** \$23,157

**Percent of Personnel Budget:** 13.2%

**Timeframe:** Ongoing

**Deliverables:** Meeting agendas and minutes, maintained website, and completion of specific planning tasks as directed by the Board.

### 3.4 Geographic Information Systems (GIS) Development

This task will allow for development of consistent GIS files and data for AAMPO planning, programming, and performance management. This may include development of MPO files or databases for roadways, place types, ADA infrastructure, crash or safety data, or other data related to compliance with federal performance measure requirements. A primary goal of this effort is leverage other data sources and create new datasets as needed to 'fill the gaps' for areas or jurisdictions where data is not available. This task may include coordination with ODOT's Transportation Planning and Analysis Unit (TPAU), the Oregon MPO Consortium (OMPOC), and other state or local agencies. This task may include other GIS work as directed by the Board.

**Budget:** \$3,009.52

**Percent of Personnel Budget:** 1.7%

**Timeframe:** Ongoing

**Deliverables:** Development of consistent GIS files and data for AAMPO planning

#### **Task 4: Transportation Programming**

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

<b>Task 4 Funding Sources:</b>	FHWA PL Funds 10.27% Local match provided by ODOT
<b>Task 4 Budget:</b>	\$10,019.04
<b>Percent of Total Budget:</b>	5%

#### **4.1 Transportation Improvement Program**

The 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 Block Grant Program 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: [www.ocwcog.org/transportation/aampo/aampo-plans-programs/](http://www.ocwcog.org/transportation/aampo/aampo-plans-programs/).

If the TIP is developed or amended after May 2018, it must comply with federal performance-based planning requirements. This task, along with others in the work program, should allow for technical work and amendments to the TIP that would conform with these requirements.

A Self Certification Statement is prepared concurrent with the TIP 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.

- 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, technical work, and TIP amendments that would conform with federal performance-based planning requirements as outlined in Titles 23 and 49.
- 4.1.d. Participation in statewide working groups or meetings related to TIP and STIP development
- 4.1.e. Self-Certification Statement

**Budget:** \$4,761.90

**Percent of Personnel Budget:** 2.7%

**Timeframe:** Ongoing

**Deliverables:** Maintained TIP, consistent with STIP and federal requirements

#### **4.2 STBGP Funds Management reviewing allocation process**

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 renamed the long-standing Surface Transportation Program as 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

4.2.e. Review of AAMPO's allocation process, including forms, as compared with other MPOs and federal guidance (as requested by TAC).

**Budget:** \$3,504.76

**Percent of Personnel Budget:** 2%

**Timeframe:** As needed

**Deliverables:** Accurate record of MPO's STBGP funds and allocation process

#### **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 October 1, 2016 – September 30, 2017.

**Budget:** \$1,752.38

**Percent of Personnel Budget:** 1%

**Timeframe:** This task will be completed by spring 2018

**Deliverables:** List of projects, posted on the AAMPO website:

[www.ocwcog.org/transportation/aampo/aampo-plans-programs](http://www.ocwcog.org/transportation/aampo/aampo-plans-programs)

**TABLE 1: AAMPO FY18-19 EXPENSES**

	Personnel Costs	Percent of Total Budget	Non-Payroll Costs (approx. 16%)	Contracted Staff	Total Budget
<b>Task 1: MPO Program Management</b>	<b>\$78,748.50</b>	<b>44.5%</b>	<b>\$12,599</b>	<b>\$421</b>	<b>\$91,768</b>
1.1 Administrative tasks	\$46,938.00	26.5%	\$7,510		\$59,537
1.2 UPWP	\$4,009.52	2.25%	\$642		\$4,651
1.3 Public Participation	\$2,257.14	1.3%	\$361		\$2,618
1.4 Title VI / Non-discrimination	\$9,257.14	5.2%	\$1,481		\$10,738
1.5 Intergovernmental Coordination	\$16,285.70	9.2%	\$2,605		\$18,890
<b>Task 2: Long Range Planning</b>	<b>\$25,542.84</b>	<b>14.5%</b>	<b>\$4,086</b>	<b>\$400</b>	<b>\$30,028</b>
2.1 RTP/RTSP	\$14,019.04	8%	\$2,243		\$16,262
2.2 Benton County TSP	\$1,752.38	1%	\$280		\$2,032
2.3 Linn TSP	\$5,257.14	3%	\$841		\$6,098
2.4 Performance-Based Planning	\$4,514.28	2.5%	\$722		\$5,236
<b>Task 3: Short Range &amp; Transit Planning (5303)</b>	<b>\$34,928.88</b>	<b>20%</b>	<b>\$5,587</b>	<b>\$1,204</b>	<b>\$41,720</b>
3.1 TDP	\$3,504.76	2%	\$560		\$6,117
3.2 ATS & Planning Support	\$5,257.14	3%	\$841		\$6,098
3.3 Linn-Benton Loop Board	\$23,157.60	13.2%	\$3,705p		\$26,862
3.4 GIS Development	\$3,009.52	1.7%	\$481		\$3,490
<b>Task 4: Transportation Programming (TIP)</b>	<b>\$10,019.04</b>	<b>5%</b>	<b>\$1,603</b>	<b>\$0</b>	<b>\$11,722</b>
4.1 TIP	\$4,761.90	2.7%	\$761		\$5,522
4.2 STBGP Funds Management	\$3,504.76	2%	\$560		\$4,067
4.3 Annual List of Obligated Projects	\$1,752.38	1%	\$280		\$2,032
	<b>\$149,238</b>	<b>84%</b>	<b>\$23,875</b>	<b>\$2,025</b>	<b>\$175,238</b>

<b>Total FY18-19 Anticipated Expenses \$175,238</b>
<b>Anticipated Revenue \$175,238</b>
= PL \$133,518 + 5303 \$41,720
+ Carryover

Note 84 "percent of total budget" plus non-payroll costs (~16%) = 100%

**Note numbers in all tables are rounded**

**TABLE 2: FY18-19 SUMMARY OF EXPENSES**

<b>Cost</b>	<b>Amount</b>	<b>Percent of Total Budget</b>
<b>AAMPO Personnel<sup>1</sup></b>	<b>\$149,238</b>	<b>84%</b>
<b>Non-Payroll Costs</b>	<b>\$23,875</b>	<b>16%</b>
<i>Board/Committees/Meetings</i>	<i>\$1,000</i>	<i>0.55%</i>
<i>Advertising</i>	<i>\$1,938</i>	<i>1.1%</i>
<i>Contingency</i>	<i>\$0</i>	<i>0.0%</i>
<i>Copying</i>	<i>\$801</i>	<i>0.45%</i>
<i>Dues/Memberships</i>	<i>\$350</i>	<i>0.20%</i>
<i>Licenses and Fees</i>	<i>\$250</i>	<i>0.10%</i>
<i>Bank Charge</i>	<i>\$0</i>	<i>0.0%</i>
<i>Legal Expenses</i>	<i>\$500</i>	<i>0.28%</i>
<i>Postage</i>	<i>\$150</i>	<i>0.09%</i>
<i>Printing</i>	<i>\$2,000</i>	<i>1.1%</i>
<i>Rent</i>	<i>\$2,691</i>	<i>1.53%</i>
<i>Supplies</i>	<i>\$500</i>	<i>0.28%</i>
<i>Telephone</i>	<i>\$700</i>	<i>0.40%</i>
<i>Training</i>	<i>\$1,000</i>	<i>0.56%</i>
<i>Travel</i>	<i>\$1,400</i>	<i>0.75%</i>
<i>Overhead and Administration<sup>2</sup></i>	<i>\$10,595</i>	<i>6%</i>
<b>Contracted Time</b>	<b>\$2,025</b>	
<b>Total FY18-19 Costs</b>	<b>\$175,238</b>	
<b>FY18-19 Revenue</b>	<b>\$175,238</b>	
<i>PL/5303</i>	<i>\$175,238</i>	
<b>+Carryover</b>		

<sup>1</sup> 0.75 FTE Planner, 0.25 FTE Section Manager, 0.5 FTE Administrative Assistant

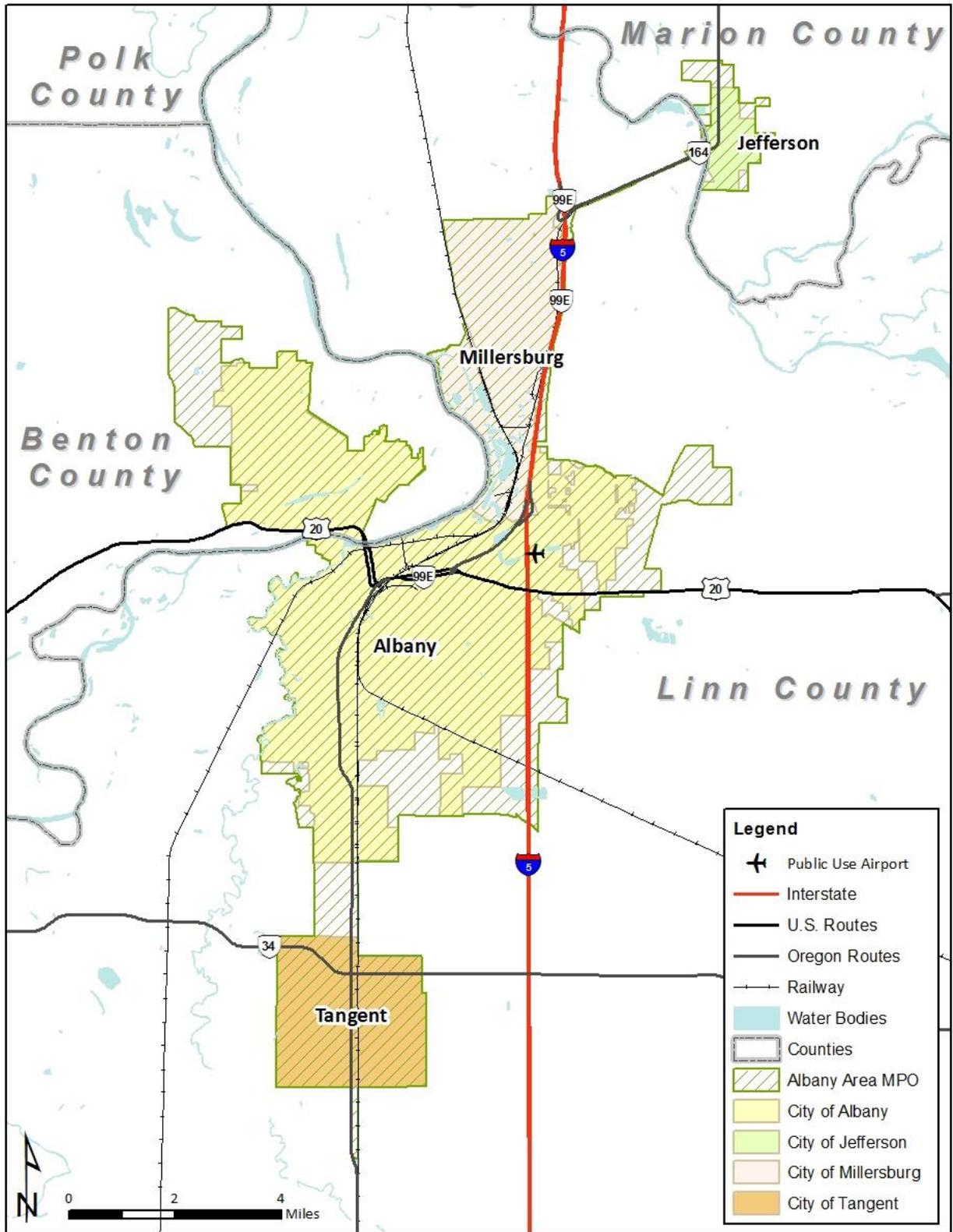
<sup>2</sup> Includes General Administration, Finance, and Technology Services

**Note numbers in all tables are rounded**

**TABLE 3: FY18-19 BUDGET BY FUNDING TYPE**

	FHWA PL Funds (Personnel + Non-Payroll + Contracted staff)	PL Match Funds (10.27%, from ODOT)	Total PL	FTA 5303 Funds	5303 Match (In-kind, 10.27%, from City of Albany)	Total 5303 (Funds and In-kind)	Carryover	TOTAL EXPENSES (without Carryover)
Task 1: MPO Program Management	\$82,343	\$9,425	\$91,768	\$0	\$0	\$0		\$91,768
Task 2: Long Range Planning	\$26,953	\$3,084	\$30,028	\$0	\$0	\$0		\$30,028
Task 3: Transit Planning & Short Range Planning	\$0	\$0	\$0	\$37,435	\$4,284	\$41,720	\$28,357 originally programmed in the FY16-17 UPWP for the Linn Benton Loop Service Analysis will be a portion of carryover	\$41,720
Task 4: Transportation Programming	\$10,518	\$1,203	\$11,722	\$0	\$0	\$0		\$11,722
<b>Total FY18-19 Expenses</b>	\$119,806	\$13,712	\$133,518	\$37,435	\$4,284	\$41,720		\$175,238
<i>Note numbers in all tables are rounded</i>						FY18-19 Revenue = \$175,238 + Carryover		
						PL/5303 = \$175,238		

# APPENDIX A: AAMPO PLANNING AREA MAP



## APPENDIX B: UNFUNDED PLANNING PROJECTS

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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, and to present opportunities for coordination with other projects.

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: [albanyareatransportationplan.org/](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. Growth in the City of Lebanon, including a new convention center, Veteran's Center, new medical college, and hospital expansions, have increased traffic from I-5 and Albany to the City of Lebanon. 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. Growth of Oregon State University in Corvallis has also increased traffic in the opposite direction. 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. Linn County has expressed interest in pursuing an ADA Plan in collaboration with AAMPO. ADA requires that public entities make public services and public transportation accessible to those with disabilities, including pedestrian facilities within the public right of way. This project will prepare an *ADA Transition Plan for Accessibility in Public Rights-of-Way* for Linn County within the Urban Growth Boundary of the AAMPO and the cities of Millersburg, Tangent and Jefferson. The City of Albany is presently completing an ADA Transition Plan, and this project would leverage those findings.
- **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 TSP was adopted in 2001 and projected transportation system needs and deficiencies through 2020. The planning horizon is approaching and the City is eager to update its 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. There is a specific need for additional outreach to Oregon State University and Linn-Benton Community College students, faculty, and staff.
- **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**

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### **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 likely will focus on Sunrise Elementary School. Work in Jefferson included development of an Action Plan and bike safety education and encouragement.

### **Park and Ride Planning**

The Oregon Cascades West Council of Governments (OCWCOG) has received STIP Enhance funds to complete a Park and Ride Plan for the OCWCOG area (Linn, Benton and Lincoln Counties). This planning effort will advance transportation demand management efforts and development of an effective multi-modal transportation system. The need for new and expanded Regional Park and Ride sites — for commuters, commerce, tourists, and others — has been identified in many local transportation planning documents in the region. This effort will consider capacity and inter-modal connections at existing park and ride lots and develop recommendations for improvements, including cost estimates and potential locations for new lots. This effort will continue through FY18-19. More information is available at: [www.ocwcog.org/transportation/park-and-ride/](http://www.ocwcog.org/transportation/park-and-ride/)

### **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: [www.co.benton.or.us/pw/multi-use\\_path.php](http://www.co.benton.or.us/pw/multi-use_path.php)

### **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: [www.oregonpassengerrail.org/](http://www.oregonpassengerrail.org/)

## **APPENDIX E: PLANNING EMPHASIS AREAS**

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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 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.

The most recent PEAs, as shown below, were released in a joint memo from FHWA and FTA in 2014 and were reiterated in March 2015. No additional guidance has been received by AAMPO since that time.

### **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 PEAs as well as the broader MPO planning factors outlined in federal legislation.

**Coordination of UPWP with FHWA Planning Emphasis Areas and MPO Planning Factors**

	Planning Emphasis Areas			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
<b>Task 1: MPO Program Management</b>											
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	
<b>Task 2: Long Range Planning</b>											
2.1 RTP/RTSP	X	X	X	X	X	X	X	X	X	X	X
2.2 Benton County TSP	X	X	X	X	X	X	X	X	X	X	X
2.3 Linn County TSP	X	X	X	X	X	X	X	X	X	X	X
2.4 Albany Multimodal Center			X				X		X		
2.5 Benton County Visioning		X									
<b>Task 3: Transit &amp; Short Range Planning</b>											
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	X		
3.3 Linn-Benton Loop Board		X					X	X	X	X	X
3.4 GIS Development	X	X			X				X		
3.5 Placeholder											
<b>Task 4: Transportation Programming</b>											
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

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**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

## APPENDIX G: SUMMARY OF COMMENTS

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**AAMPO Technical Advisory Committee Comments:**

**ODOT Comments:**

**FTA Comments:**

**Comments Provided during UPWP Review, including FHWA Comments:**

**Public Comments:**

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