

Fiscal Year 2020 Unified Planning Work Program Annual Report

IGA #33453

July 1, 2019 – June 30, 2020

Albany Area Metropolitan Planning Organization

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Introduction

This progress report summarizes the work conducted by Albany Area MPO (AAMPO) staff between July 1, 2019 and June 30, 2020. This annual report is required through the Intergovernmental Agreement (IGA) with the Oregon Department of Transportation, which provides the primary funding for the Unified Planning Work Program (UPWP) as a pass through from the Federal Highway Administration (FHWA).

About Albany Area MPO

The Albany Area Metropolitan Planning Organization (AAMPO) was formed in 2013 to serve as the Metropolitan Planning Organization (MPO) for the Albany Urbanized Area and to facilitate continuing, comprehensive, and cooperative transportation planning within the urbanized area. AAMPO members include the City of Albany, City of Jefferson, City of Millersburg, City of Tangent, Linn County, Benton County, and the Oregon Department of Transportation.

As part its planning activities, AAMPO produces an annual Unified Planning Work Program (UPWP) outlining planning activities to be performed during the state fiscal year. The UPWP must describe planning activities including deliverables, cost estimates, federal fund allocations, and the lead agency for each work item. To ensure efficient implementation of the UPWP, MPO staff prepares mid-year progress report outlining activities and accomplishments, as well as an annual report. Accomplishments listed in this report correspond to tasks outlined in the FY20 UPWP.

AAMPO is staffed by the Oregon Cascades West Council of Governments (OCWCOG). Staffing for AAMPO includes a full-time Transportation Planner, with assistance from the Community and Economic Development Executive Administrative Assistant, Transportation Planning Manager, CED Director and/or other planning staff. OCWCOG staff provide fiscal, technological, and administrative support. Consultants may also be brought on to assist, particularly for large tasks.

FY 2020 Overview

In FY 20, AAMPO focused effort of updating three plans: Title VI Non-discrimination Plan, Public Participation Plan, and 21-24 Transportation Improvement Program. In addition to these major updates, the MPO also updated policies for Surface Transportation Block Grant funding allocation, approved a scope of work for an Active Transportation Plan for FY21, and took steps towards starting a multi-modal counter program. In terms of transit, the MPO completed the required Public Transportation Agency Safety Plan (PTASP) for Albany Transit and is helping to build the financial foundation for construction of a Bus Barn to expand transit services throughout the region. Finally, the MPO was successful in an application for a Transportation and Growth Management grant to update the City of Jefferson's Transportation System Plan, a project which began in 2019 and will continue through 2021.

Other goals established, and accomplished, for FY20 include:

- Continued Strategic Assessment project in partnership with the Department of Land Conservation and Development and the Oregon Department of Transportation.
- FY18-21 Transportation Improvement Program (TIP), updates as needed.
- Chair of the in Linn Benton Loop TAC involved in intercity transit planning and implementation related to the Service Enhancement Plan.
- Completing all required annual reporting.

Summary of Tasks

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 travel and training, interagency and inter-jurisdictional coordination, and participation in regional and statewide planning efforts.

Tasks Completed:

Administration

- Implemented FY20 UPWP and prepared required mid-year progress report.
- Prepared and Adopted FY21 UPWP, following public outreach. Assembled and submitted required match documentation.
- Facilitated 11 Policy Board meetings, 10 Technical Advisory Committee meetings, and additional project-specific meetings as needed.
- Co-hosted biannual joint TAC and Policy Board meetings between AAMPO and CAMPO.
- Completed updates of AAMPO webpage(s) at www.ocwcog.org/transportation/aampo.
- Facilitated ongoing member communications related to House Bill 2017 transit funding, and other funding opportunities affecting AAMPO jurisdictions as related to the legislation.
- Attended Linn Benton Loop Policy Board and TAC meetings and served as the TAC Chair.
- Attended regular OCWCOG meetings, including transportation planning staff meetings, to facilitate regional coordination on transportation planning efforts.

Outreach and Title VI Efforts

- Submitted annual Title VI compliance report in October 2019 to state and federal partners.
- Per requirement of Title VI Audit Report conducted in July 2017, continued implementing new process for gathering demographics from TAC and Policy Board members, per requirement from ODOT.
- Prepared an update to Title VI Plan, which included enhanced language around meeting Environmental Justice standards, clarification around staffing roles pertaining to Title VI implementation and ADA, and laid out an implementation strategy for other goals and actions.
- Conducted an initial audit of existing Public Participation Plan (PPP) and presented it to the TAC and Policy Board for comment and direction. The PPP update will be completed in FY21.
- Ongoing implementation of Public Participation Plan, including email announcements to Interested Parties, meeting notifications in local paper(s), and direct outreach to stakeholders.
- Continued to implement Title VI / Nondiscrimination Plan through direct outreach to transportation-disadvantaged groups, and stakeholder interviews with people who work with, represent, or are members of transportation-disadvantaged groups.
- Included Title VI / Non-Discrimination notices in applicable documents and on the AAMPO website. No Title VI complaints were received.

Intergovernmental Collaboration

- Participated Oregon MPO Consortium, MPO and Transit Providers meeting, STIP Coordinators Group, and CWACT.
- Participated in Transportation Roundtable in February for the development of an *Area Plan* for the COG, which serves as the Area Agency on Aging.
- Co-Hosted (AAMPO/CAMPO) a NACTO Urban Bikeway Design Training for staff throughout Linn and Benton Counties.

Tasks to be Continued into FY21

- Continue to host and refine scope for biannual joint TAC meetings for CAMPO and AAMPO.
- Ongoing conversation around use of carry forward funding.
- Continued update of Public Participation Plan

Task 2: Long Range Planning

This task includes activities related to the development and maintenance of the Regional Transportation Plan and other long-range planning efforts as directed by the Policy Board. Tasks were completed AAMPO staff, a consultant team, ODOT, and local partners.

Tasks Completed:

Transportation System Planning

- Continuing to partner with the City of Jefferson on a successful application to the Transportation and Growth Management program to update their TSP.
- Started conversation looking at better aligning AAMPO and CAMPO RTP process and modeling.
- AAMPO and CAMPO have met to discuss issues of congestion, safety, and mobility along the Highway 20 corridor. While we don't expect the problem to be solved with one project, the two MPOs have been working together to better understand the issues and develop a plan for how to better move through the region in the future.

Strategic Assessment

- The AAMPO TAC is continuing work on a *Regional Strategic Assessment* in partnership with the Department of Land Conservation and Development (DLCD) and the Oregon Department of Transportation (ODOT). ODOT and DLCD are using a scenario planning model that will evaluate the effectiveness of potential policy changes to achieve desired Regional outcomes (greenhouse gas emissions, congestion, land use development, etc.).

Tasks to be Continued into FY21

- Continuing to monitor statewide best practices and guidance with regard to performance measures, including future RTP updates.
- Continue with Strategic Assessment planning, specifically focusing on the sensitivity testing.
- Staff has been participating on the consultant selection committee for the *Salem to Albany Corridor (I-5) Feasibility Study*, a Cherriots project funded through STIF.
- Prepare an Active Transportation Plan based on the scope of work adopted by the MPO in FY20 using University of Oregon's Institute for Policy Research and Engagement.
- Continue to develop multi-modal counter program within the AAMPO region and coordinate with other MPOs throughout for statewide multi-modal data collection.

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 providing 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.

Tasks Completed:

Linn-Benton Loop – Coordination and Planning Support and Regional Transit Coordination

- After the *Service Development Plan* for the Linn Benton Loop (LBL) was completed in 2019, Staff have been actively participating with the TAC and Board to implement service enhancements using STF money. Phase one of the service enhancement was scheduled for mid-March, however due to coronavirus, changes to service have been delayed.
- AAMPO Staff have served as the Linn Benton Loop TAC Chair for the past year and continue to discuss implementation of the expanded Loop service.

Albany Transit System

- MPO approved a request by the City of Albany to set aside funding from 5303 carry forward funds to dedicate to the Albany Bus Barn Project. The receipt of CARES Act funding has also allowed for some additional flexibility in the Albany Transit System budget to move this project forward. Projects were added to the STIP to complete the planning and design, as well as construction of the Bus Barn in the next few years.
- With the introduction of temporary fareless transit due to Covid-19, AAMPO and COG staff prepared a white paper looking at how fareless transit might continue beyond the pandemic.

Public Transportation Agency Safety Plan

- The Public Transportation Agency Safety Plan (PTASP) rule, Safety Program under 49 U.S.C. 5329, requires that small bus agencies in urbanized areas receiving financial assistance under FTS's Urbanized Area Formula Program, 5307, must draft and certify an Agency Safety Plan.
- The PTASP was approved by Albany City Council in June 2020 and is expected to be self-certified in July 2020.

Tasks to be Continued into FY21

- Complete PTASP by July 20, 2020.
- Bimonthly transit meeting between AAMPO and ATS.
- Planning and construction of Albany Bus Barn.
- TDP Implementation Plan.

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 (STBG) funds.

Tasks Completed:

Transportation Improvement Program

- Worked with ODOT staff on amendments to 2018-21 STIP.
- Participated in statewide conversations about development of 2021-24 STIP and Long-Range Financial Projections
- Ongoing coordination with City of Albany staff regarding the programming of transit projects in FFY18-21 TIP and upcoming 21-24 TIP
- Developed and adopted the 21-24 TIP for inclusion in the 21-24 STIP.
- Prepared the required MPO self-certification for STIP Fiscal Years 21-24.

Surface Transportation Block Grant (STBG)

- Reaffirmed STBG allocation policy and application process for funds to be distributed in FY21-24.
- Allocated \$2.5 million in funds to the following projects:
 - *City of Millersburg: Old Salem Road / I-5 Guardrail*
 - *Linn County Road Department: Goldfish Farm Road Preservation and Safety Improvement*
 - *Linn County Road Department: Tangent Drive Road Enhancement*
 - *City of Albany: Queen Avenue Street Improvement Project*

Tasks to be Continued into FY21

- Wrap up amendments in FY18-21 TIP/STIP and begin working on any needed amendments to FY21-24 TIP/STIP.
- Obligate STBG funds as needed
- Annual Listing of Obligated Projects

Budget Summary

The Albany Area MPO finished the year spending \$153,692.43 out of \$192,106.00 allocated for the fiscal year.

Item	TASK				Total
	I	II	III	IV	
Budgeted Amount	\$ 107,465.00	\$ 23,228.00	\$ 39,614.00	\$ 21,799.00	\$ 192,106.00
Amount Expended	\$ 115,399.64	\$ 4,765.01	\$ 19,204.88	\$ 14,322.90	\$ 153,692.43
Percent Expended	107%	21%	48%	66%	80%
Difference	\$ (7,934.64)	\$ 18,462.99	\$ 20,409.12	\$ 7,476.10	\$ 38,413.57