

Fiscal Year 2021 Unified Planning Work Program Annual Report

IGA #34264

July 1, 2020 – June 30, 2021

Albany Area Metropolitan Planning Organization



Submitted on July 26th, 2021 by:

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Introduction

This progress report summarizes the work conducted by Albany Area MPO (AAMPO) between July 1, 2020 and June 30, 2021. This annual report is required through the Intergovernmental Agreement (IGA) with the Oregon Department of Transportation (ODOT), 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 ODOT.

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.

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 a 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 FY21 UPWP. For reference it may be useful to have the FY21 UPWP to read concurrently with this annual report. The FY21 UPWP is available on [AAMPO's website](#).

FY 2021 Overview

FY21 was unlike any prior years, with both AAMPO and OCWCOG quickly transitioning to a virtual environment to minimize COVID related health risks. COVID has extended timelines, changed how we communicate and collaborate, and made us reassess outreach and engagement methodologies. Through this time, AAMPO has continued to work on those tasks outlined in its FY21 UPWP. Notable accomplishments in FY21 include kickoff of the MPO's Bicycle and Pedestrian Plan, the kickoff of Jefferson's new Transportation Systems Plan, and updates to the CALM travel demand model in preparation for AAMPO's RTP update in 2023.

Other accomplishments in FY21 include:

- Continued Strategic Assessment project in partnership with the Department of Land Conservation and Development and the Oregon Department of Transportation
- Updating of FY21-24 TIP, as needed, and development of a new TIP revision policy
- Completing all required annual reporting
- Chairing of the Linn Benton Loop TAC, involved in intercity transit planning and implementation related to the Service Enhancement Plan
- Assisting Tangent as they apply for a TGM grant for a new TSP
- Participating in the Cherriots led Salem-Albany Transit Feasibility Study
- Creation of a members handbook and binder for AAMPO TAC and Policy Board

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 FY21 UPWP and prepared required mid-year progress report.
- Prepared and Adopted FY22 UPWP, following public outreach. Assembled and submitted required match documentation.
- Facilitated 11 Policy Board meetings and 11 Technical Advisory Committee meetings.
- 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 funding opportunities, such as the Community Paths Program and COVID stimulus funds.
- Attended regular OCWCOG meetings, including transportation planning staff meetings, to facilitate regional coordination on transportation planning efforts.
- Creation of a member [handbook and binder](#) for the AAMPO TAC and Policy Board.

Outreach and Title VI Efforts

- Submitted annual Title VI compliance report in October 2020 to state and federal partners.
- Ongoing implementation of Public Participation Plan, including email announcements to Interested Parties, meeting notifications in local paper(s), and direct outreach to stakeholders.
- Included Title VI / Non-Discrimination notices in applicable documents and on the AAMPO website. No Title VI complaints were received.
- Development of AAMPO's first public engagement charter for the Bicycle and Pedestrian Plan, expressly stating AAMPO's commitment to public engagement, how input will be gathered, and how input will be used.
- Hosting of AAMPO's first virtual community meeting (via Zoom webinar) for the Bicycle and Pedestrian Plan.

Intergovernmental Collaboration

- Participated in Oregon MPO Consortium, MPO and Transit Providers meeting, STIP Coordinators Group, and CWACT.
- Co-hosted (AAMPO/FHWA) a Bikeway Selection Guide workshop for staff, elected officials, and community members in the AAMPO area.

Tasks to be Continued into FY22

- Continue to host and refine scope for biannual joint TAC meetings for CAMPO and AAMPO.
- Continued update of Public Participation Plan, with inclusion of virtual engagement and other methodologies employed during COVID.

Task 2: Short and Long Range Planning

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

Tasks Completed:**Transportation Planning**

- Continued to co-manage the City of Jefferson's TSP update following their successful application to the Transportation and Growth Management program.
- Worked with CAMPO and ODOT's TPAU to update the CALM travel demand model used in both CAMPO and AAMPO RTP updates.
- Assisted the City of Tangent in refining their application for a TGM grant for a new TSP.
- With CAMPO, applied for a TGM grant to explore issues and opportunities related to congestion, safety, and mobility along the Highway 20 corridor.
- Kicked off AAMPO's Bicycle and Pedestrian Plan, worked completed so far includes; development of plan visions and goals, mapping of existing facilities, initial public engagement, creation of a design standards resource, and identification of projects.
- Assisted Cherriots in their Salem-Albany Transit feasibility study by reviewing and providing input on key documents.

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 FY22

- Continue to co-manage the Jefferson TSP process
- Continue to monitor statewide best practices and guidance with regard to performance measures, including future RTP updates.
- Continue work on the Bicycle and Pedestrian plan, including; development of policy and program recommendations, and final plan writing and adoption.
- Continue with Strategic Assessment planning.

Task 3: Transit Planning

Albany Transit Service is the primary transit provider for the AAMPO area, with designated Statewide Transportation Improvement Fund (STIF) 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**

- AAMPO Staff continue to serve as the Linn Benton Loop TAC Chair, discussing implementation of the expanded Loop service and funding recommendations.
- Development of a marketing plan for expanded Loop service.
- In coordination with OCWCOG and other Linn Benton Loop partners, applied for and was awarded discretionary STIF funds for planning and design of two transit hubs, one at Oregon State University and one at Linn-Benton Community College.

Albany Transit System

- Completed IGA to devote 5303 carry forward funds for preliminary design and engineering of new Albany Transit Facility. The receipt of CARES Act funding has also allowed for some additional flexibility in the Albany Transit System budget to move this project forward.
- Assisting Albany Transit in creation of a medium term implementation strategy, to utilize STIF funds to expand service, as identified in their Transit Development Plan.

Public Transportation Agency Safety Plan

- The Public Transportation Agency Safety Plan (PTASP) was approved by Albany City Council in June 2020 and self-certified in July 2020.

Tasks to be Continued into FY22

- Continued work on Linn Benton Loop transit hubs
- Bimonthly transit meeting between AAMPO and Albany Transit System.
- Planning and construction of Albany Transit Facility.
- Updating Albany Transit System's PTASP.
- Continued work on the Transit Implementation Strategy.

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 2021-24 STIP.
- Participated in statewide conversations about development of 2024-27 STIP and Long-Range Financial Projections.
- Updated AMMPO's TIP revision policy to include TAC expertise and knowledge regarding approval of project changes.
- **COVID Relief Funding.** Worked with member jurisdictions to identify projects and disperse approximately \$864,000 in additional COVID relief funding made available from FHWA through ODOT.
 - *City of Jefferson: Pedestrian crossing/shared use path to be determined through ongoing TSP update (\$75,000)*
 - *City of Millersburg: Woods Road shared use path design/ROW (\$100,000)*
 - *City of Albany: Queen Avenue resurfacing (\$350,000)*
 - *Linn County + City of Tangent: Old Oak Drive Road improvements around elementary school (\$175,000)*
 - *Benton County: Gibson Hill modernization (\$150,000)*

Tasks to be Continued into FY22

- Continue working on amendments to FY21-24 MTIP/STIP as needed.
- Obligate STBG funds as needed.
- Annual Listing of Obligated Projects.

Budget Summary

The Albany Area MPO finished the year spending \$192,450.48 out of \$521,219.00 allocated for the fiscal year, or 37%. The higher than normal amount (AAMPO typically receives about \$200,000 in PL and 5305 funding per fiscal year) is due to the historical carryover of PL and 5303 funds dating back to 2013 that were reconciled into FY21's budget.

Item	TASK				Total
	I	II	III	IV	
Budgeted Amount	\$228,397.00	\$61,960.00	\$219,429.00	\$11,433.00	\$521,219.00
Amount Expended	\$112,021.43	\$61,377.31	\$14,924.42	\$4,127.32	\$192,450.48
Percent Expended	49.0%	99.1%	6.8%	36.1%	36.9%
Difference	\$116,375.57	\$582.69	\$204,504.58*	\$7,305.68	\$328,768.52

*Note: Due to COVID-19, \$131,688 was de-obligated from FY21 into FY22, for the preliminary design of the Albany Transit Facility.