



## Albany Area Metropolitan Planning Organization

City of Albany • City of Jefferson • City of Millersburg • City of Tangent • Linn County •  
Benton County • Oregon Department of Transportation

**Policy Board Meeting**  
**Wednesday, August 27, 2025**  
**2:30 pm to 4:30 pm**

**HYBRID MEETING:**  
**In Person at OCWCOG Albany Office**  
**1400 Queen Ave SE, Albany OR 97322**

*or*

**Via Teams by Clicking [HERE](#)**

Meeting ID: 266 480 562 941

Passcode: KZ2Ef3bp

**Mobile One Click Number**

**[+1 872 242 8088](#)**

Phone Conference ID: 258 380 213#

**Contact:** Billy McGregor, [bmcgregor@ocwcog.org](mailto:bmcgregor@ocwcog.org)

## AGENDA

- |    |      |  |                                  |
|----|------|--|----------------------------------|
| 1) | 2:30 | Call to Order, Agenda Review, and Roll Call  | Chair,<br>Commissioner<br>Malone |
| 2) | 2:40 | Public Comments  | Chair                            |
| 3) | 2:45 | Approve minutes of AAMPO Board Meeting on July 23, 2025.<br>( <a href="#">Attachment A</a> )   | Chair                            |
|    |      | <i>Action: Decision on minutes</i>   |                                  |
| 4) | 2:50 | Appointment of Councilor McLeod as AAMPO Member for the<br>Linn Benton Loop Governing Board.<br>Approval is requested from the AAMPO Policy Board to have<br>Councilor McLeod serve as the AAMPO representative for the<br>Loop Governing Board. | Staff, McGregor                  |
|    |      | <i>Action: Approval</i>  |                                  |
| 5) | 3:10 | STIP Full Amendments ( <a href="#">Attachment B</a> )<br>Full Amendments are brought to the TAC for approval before<br>going to the Policy Board. Amendments are for projects 22958<br>(Linn County Transit) and 23956 (State Project).          | Staff, McGregor                  |
|    |      | <i>Action: Approval</i>  |                                  |

- |     |      |   |                 |
|-----|------|---|-----------------|
| 6)  | 3:20 | <b>STIP/MTIP Revision Policy Change (<a href="#">Attachment C</a>)</b><br>Bringing the AAMPO STIP Amendment Policy into compliance with latest Public Meeting Law guidance. Specifically, it is not permitted that public bodies make approvals via email.<br><br><i>Action: Information and Approval</i>   | Staff, McGregor |
| 7)  | 3:25 | <b>Bike Count Location Report</b><br>AAMPO Staff report on count data taken from placement along <b>Dave Clark Path</b> . Staff request recommendations and discussion on bike counter placement throughout the area in addition to the report.<br><br><i>Action: Information and Discussion</i>  | Staff, McGregor |
| 8)  | 3:45 | <b>COVID/STBG Funds Update (<a href="#">Attachment D</a>)</b><br>Update regarding current MOUs and Invoices being processed by AAMPO/COG staff for STBG/COVID funds projects.<br><br><i>Action: Information</i>   | Staff, McGregor |
| 9)  | 4:15 | <b>Jurisdictional Updates/Other Business</b><br><div style="display: flex; justify-content: space-between;"> <ul style="list-style-type: none"> <li>• Staff</li> <li>• Benton County</li> <li>• Linn County</li> <li>• Tangent</li> </ul> <ul style="list-style-type: none"> <li>• Albany</li> <li>• Jefferson</li> <li>• Millersburg</li> <li>• ODOT</li> </ul> </div> | All             |
| 10) | 4:30 | <b>Adjournment</b><br><i>Next Meeting: Wednesday, September 24, 2025.</i>   | Chair           |

## ATTENDANCE (FOR QUORUM PURPOSES)

Board Members	Jurisdiction	Attendance
Councilor Walt Perry	City of Jefferson	
Councilor Ray Hunt	City of Millersburg	
Councilor Carolyn McLeod	City of Albany	
Councilor Greg Jones	City of Tangent	
Commissioner Roger Nyquist	Linn County	
Commissioner Pat Malone, Chair	Benton County	
Darrin Lane	Citizen Representative	
Christine Hildebrandt	Oregon Department of Transportation	
Alternates	Jurisdiction	Attendance
VACANT	City of Jefferson	
Andrew Potts	City of Millersburg	
Councilor Michael Thomson	City of Albany	
Joe Samaniego	City of Tangent	
Daineal Malone	Linn County	
Gary Stockhoff	Benton County	
James Feldmann	Oregon Department of Transportation	

**Quorum Requirement:** MPO business may be conducted provided a quorum of the Policy Board is in attendance. A quorum consists of at least four members of the Policy Board or their alternates. The Policy Board members may participate telephonically or by other means of electronic communication as provided in Section 6.D (Special or Emergency Meetings).  
 – AAMPO Policy Board Bylaws, Section 6: Meeting, Subsection E: Quorum

**ALBANY METROPOLITAN PLANNING ORGANIZATION  
POLICY BOARD HYBRID MEETING  
Wednesday, July 23, 2025  
2:30 – 4:30 pm**

**In Person at OCWCOG Albany Office  
1400 Queen Ave SE, Albany Oregon 97322  
or Virtual Via Microsoft Teams Technologies**

<b>Board Members</b>	<b>Jurisdiction</b>	<b>Attendance</b>
Walt Perry	City of Jefferson	No
Councilor Ray Hunt	City of Millersburg	No
Councilor Carolyn McLeod	City of Albany	Yes
Greg Jones	City of Tangent	Yes
Commissioner Roger Nyquist	Linn County	No
Commissioner Pat Malone	Benton County	Yes
Darrin Lane	Citizen Representative	Yes
Christine Hildebrandt	Oregon Department of Transportation	No
<b>Alternates</b>	<b>Jurisdiction</b>	<b>Attendance</b>
VACANT	City of Jefferson	VACANT
Andrew Potts	City of Millersburg	No
Michael Thomson	City of Albany	No
Joe Samaniego	City of Tangent	No
Daineal Malone	Linn County	No
Gary Stockhoff	Benton County	Yes
James Feldmann	Oregon Department of Transportation	Yes

**Guests:** Steve Harvey

**Staff Present:** AAMPO Planner Billy McGregor, CAMPO Planner Corum Ketchum, and Executive Assistant Ashlyn Muzechenko

TOPIC	DISCUSSION	DECISION / CONCLUSION																									
1. Call to Order, Agenda Review, and Roll Call	<p>The July AAMPO Policy Board meeting was called to order at 2:35pm by The Chair, Benton County Commissioner Pat Malone.</p> <p>There were no changes to the meeting agenda.</p>	<p>The meeting was called to order at 2:33pm by the Chair, Commissioner Pat Malone.</p>																									
2. Public Comments	<p>There were no public comments provided to the AAMPO Policy Board Members and guests present.</p>	<p>There were no public comments.</p>																									
3. Approve minutes of the AAMPO Policy Board Meeting of April 23, 2025 (Attachment A)	<p>Corrections to the previous meeting’s minutes were presented from Councilor Carolyn McLeod, on agenda Item 8 to update the next meeting date, along with updating the adjourning member. The AAMPO Policy Board members approved of the AAMPO Policy Board minutes from April 23, 2025, by consensus with the two corrections.</p>	<p>The AAMPO Policy Board members approved of the AAMPO Policy Board minutes from April 23, 2025, by consensus with the two corrections.</p>																									
<p><b>Action:</b> Decision on Minutes</p>	<p>Albany City Councilor Carolyn McLeod voted in favor. Benton County Commissioner Pat Malone voted in favor. Citizen Representative Darrin Lane voted in favor. ODOT Representative James Feldmann voted in favor. There were no votes against.</p>																										
4. STIP Full Amendments (Attachment B)	<p>McGregor shared the STIP Full Amendments pending approval from the AAMPO Policy Board.</p> <table><tr><th colspan="5">STIP Revisions</th></tr><tr><th>Row</th><th>Revision Type</th><th>Project Key Number/s &amp; Name/s</th><th>Project Description</th><th>Revision Information</th></tr><tr><td>1</td><td>Full Amendment 24-27-2824</td><td>23255 ATS 1% for security services FFY25 (5307)</td><td>Funds (5307) used to improve safety.</td><td>update project name and change funding from 80:20 split to 50:50 split w/ \$17k match per Jeff Babbitt.</td></tr><tr><td>2</td><td>Full Amendment 24-27-2825</td><td>23263 ATS 1% for security services FFY25 (5307)</td><td>Funds (5307) used to improve safety.</td><td>update project name and change funding from 80:20 split to 50:50 split w/ \$18k match per Jeff Babbitt.</td></tr><tr><td>3</td><td>Full Amendment 24-27-2826</td><td>23272 ATS 1% for security services FFY25 (5307)</td><td>Funds (5307) used to improve safety.</td><td>update project name and change funding from 80:20 split to 50:50 split w/ \$18,500 match per Jeff Babbitt.</td></tr></table>	STIP Revisions					Row	Revision Type	Project Key Number/s & Name/s	Project Description	Revision Information	1	Full Amendment 24-27-2824	23255 ATS 1% for security services FFY25 (5307)	Funds (5307) used to improve safety.	update project name and change funding from 80:20 split to 50:50 split w/ \$17k match per Jeff Babbitt.	2	Full Amendment 24-27-2825	23263 ATS 1% for security services FFY25 (5307)	Funds (5307) used to improve safety.	update project name and change funding from 80:20 split to 50:50 split w/ \$18k match per Jeff Babbitt.	3	Full Amendment 24-27-2826	23272 ATS 1% for security services FFY25 (5307)	Funds (5307) used to improve safety.	update project name and change funding from 80:20 split to 50:50 split w/ \$18,500 match per Jeff Babbitt.	<p>The AAMPO Policy Board members approved of the STIP Full Amendments, by consensus.</p>
STIP Revisions																											
Row	Revision Type	Project Key Number/s & Name/s	Project Description	Revision Information																							
1	Full Amendment 24-27-2824	23255 ATS 1% for security services FFY25 (5307)	Funds (5307) used to improve safety.	update project name and change funding from 80:20 split to 50:50 split w/ \$17k match per Jeff Babbitt.																							
2	Full Amendment 24-27-2825	23263 ATS 1% for security services FFY25 (5307)	Funds (5307) used to improve safety.	update project name and change funding from 80:20 split to 50:50 split w/ \$18k match per Jeff Babbitt.																							
3	Full Amendment 24-27-2826	23272 ATS 1% for security services FFY25 (5307)	Funds (5307) used to improve safety.	update project name and change funding from 80:20 split to 50:50 split w/ \$18,500 match per Jeff Babbitt.																							
<p><b>Action:</b> Discussion and Decision</p>																											

	<p>The AAMPO Policy Board members approved of the STIP Full Amendments, by consensus.</p> <p>Albany City Councilor Carolyn McLeod voted in favor.  Benton County Commissioner Pat Malone voted in favor.  Citizen Representative Darrin Lane voted in favor.  ODOT Representative James Feldmann voted in favor.  There were no votes against.</p>	
<p>5. Bike Count Location Report  (Attachment C)</p> <p><b>Action:</b> Discussion and Information</p>	<p>Staff Billy McGregor shared the Bike Count Location report with the AAMPO Policy Board members and guests in attendance.</p> <p>This report shared the Bike Study's overview and where the locations were located in-which counts occurred.</p> <p>McGregor stated that staff are pleased with the data received, however there was room for improvement as there were some complications with data collection that caused a few inconsistencies. The first location was only pedestrian counting data. The second location was set to count pedestrians and bikes, however the pedestrian sensor at the second location had gotten moved or nudged and started picking up cars instead of pedestrians which caused inaccurate data.</p> <p>Darrin Lane inquired about getting good data, along with interpreting the importance of the means. Lane noted the counts of bikes are lower than originally hoped.</p> <p>Lane inquired about doing counts on bike lanes that are adjacent to the roadway or on the roadway.</p> <p>McGregor answered that Mid-Valley Bike Club is working with AAMPO to find the populated routes to get better counts of how many people are cycling in the city.</p> <p>McGregor added that staff are not able to put bike counters down on busy streets due to staff safety concerns and high vehicle traffic amounts that could cause extensive damage to the equipment.</p>	

	<p>Corum Ketchum CAMPO Staff shared products available for AI powered cameras that will identify different modal users.</p> <p>Lane noted it would be cool to get enough data to collect both vehicle and Bike/ped traffic and be able to use that data to predict traffic volumes in other non-counter areas.</p> <p>The Chair, Commissioner Pat Malone, added there were some glitches when CAMPO put out the counters too where a learning curve was necessary so this shouldn't be that discouraging. There is value in figuring out who partners are to improve data and counting capabilities.</p> <p>Steve Harvey, an interested party member, shared this topic came up with the Mid Valley Bike club and members asked about good objectives and purposes for doing bike counts. Would it result in improvements to the system and infrastructure etc. The group identified the bridges in Albany as high priority count locations. Harvey noted he does understand the limits of the counting capabilities and why those bridges may not be possible locations with the current equipment AAMPO is currently borrowing from CAMPO.</p>	
<p>6. FY '26 Unified Planning Work Program (UPWP) Tasks (Attachment D)</p> <p><b>Action: Information</b></p>	<p>Staff McGregor shared an update on the Fiscal Year 2026 Unified Planning Work Program (UPWP) Task which is attachment "D" in the meeting agenda packet.</p> <p>AAMPO's final budget came in at about \$1,000 more than projected which means no losses on the AAMPO side. Each community will have up to 40 hours of community technical assistance from AAMPO Staff per year. Examples of technical assistance would be TSP work, or other general planning services.</p>	

	<table><tr><td colspan="2">Overview of Non-Administrative Tasks</td></tr><tr><td>Task 210: Technical Assistance to Communities</td><td>Proposed 40 hours per community for assistance.</td></tr><tr><td>Task 230: Regional Count Project Scoping</td><td>Bike/Ped counts within the AAMPO Region.</td></tr><tr><td>Task 240: Safety and Active Transportation Planning Support</td><td>Focus on SS4A (Safe Streets for All) training and work as well as safety project planning.</td></tr><tr><td>Task 310: CAMPO Collaboration</td><td>Work on Joint RTP.</td></tr><tr><td>Task 320: Local Transit Planning Support</td><td>ZEV technical support funds application.</td></tr><tr><td>Task 510: Special Project Pool</td><td>Project scouting for MPO supportive/ collaborative work.</td></tr><tr><td>Task 520: Special Project Carryover</td><td>Salem Avenue – Old Salem Road Scoping Study.</td></tr></table> <p><b>Overview of All Tasks</b></p> <table><tr><td><b>TASK 100: Program Management</b></td></tr><tr><td>110: MPO Operation</td></tr><tr><td>120: MPO Administration</td></tr><tr><td>130: Annual Document Review</td></tr><tr><td>140: MPO Education and Training</td></tr><tr><td><b>TASK 200: Long Range Transportation Planning</b></td></tr><tr><td>210: Technical Assistance to Communities</td></tr><tr><td>220: AAMPO RTP Performance Monitoring</td></tr><tr><td>230: Regional Count Project Scoping</td></tr><tr><td>240: Safety and Active Transportation Planning Support</td></tr><tr><td><b>TASK 300: Inter-Regional Transportation Planning</b></td></tr><tr><td>310: CAMPO Collaboration</td></tr><tr><td>320: Local Transit Planning Support</td></tr><tr><td>330: Linn-Benton Loop Support</td></tr><tr><td>340: Travel Model Coordination</td></tr><tr><td><b>TASK 400: Transportation Programming</b></td></tr><tr><td>410: MTIP Amendments</td></tr><tr><td><b>TASK 500: Special Projects</b></td></tr><tr><td>510: Special Project Pool</td></tr><tr><td>520: Special Project Carryover</td></tr></table> <p>Commissioner Malone asked about the Task 100 category, and if dollar amounts in that category can be moved around.</p> <p>McGregor noted a budgeted amount is provided each year for each task. Items can be updated or switched, but it is a complicated process and isn't the best option.</p>	Overview of Non-Administrative Tasks		Task 210: Technical Assistance to Communities	Proposed 40 hours per community for assistance.	Task 230: Regional Count Project Scoping	Bike/Ped counts within the AAMPO Region.	Task 240: Safety and Active Transportation Planning Support	Focus on SS4A (Safe Streets for All) training and work as well as safety project planning.	Task 310: CAMPO Collaboration	Work on Joint RTP.	Task 320: Local Transit Planning Support	ZEV technical support funds application.	Task 510: Special Project Pool	Project scouting for MPO supportive/ collaborative work.	Task 520: Special Project Carryover	Salem Avenue – Old Salem Road Scoping Study.	<b>TASK 100: Program Management</b>	110: MPO Operation	120: MPO Administration	130: Annual Document Review	140: MPO Education and Training	<b>TASK 200: Long Range Transportation Planning</b>	210: Technical Assistance to Communities	220: AAMPO RTP Performance Monitoring	230: Regional Count Project Scoping	240: Safety and Active Transportation Planning Support	<b>TASK 300: Inter-Regional Transportation Planning</b>	310: CAMPO Collaboration	320: Local Transit Planning Support	330: Linn-Benton Loop Support	340: Travel Model Coordination	<b>TASK 400: Transportation Programming</b>	410: MTIP Amendments	<b>TASK 500: Special Projects</b>	510: Special Project Pool	520: Special Project Carryover	
Overview of Non-Administrative Tasks																																						
Task 210: Technical Assistance to Communities	Proposed 40 hours per community for assistance.																																					
Task 230: Regional Count Project Scoping	Bike/Ped counts within the AAMPO Region.																																					
Task 240: Safety and Active Transportation Planning Support	Focus on SS4A (Safe Streets for All) training and work as well as safety project planning.																																					
Task 310: CAMPO Collaboration	Work on Joint RTP.																																					
Task 320: Local Transit Planning Support	ZEV technical support funds application.																																					
Task 510: Special Project Pool	Project scouting for MPO supportive/ collaborative work.																																					
Task 520: Special Project Carryover	Salem Avenue – Old Salem Road Scoping Study.																																					
<b>TASK 100: Program Management</b>																																						
110: MPO Operation																																						
120: MPO Administration																																						
130: Annual Document Review																																						
140: MPO Education and Training																																						
<b>TASK 200: Long Range Transportation Planning</b>																																						
210: Technical Assistance to Communities																																						
220: AAMPO RTP Performance Monitoring																																						
230: Regional Count Project Scoping																																						
240: Safety and Active Transportation Planning Support																																						
<b>TASK 300: Inter-Regional Transportation Planning</b>																																						
310: CAMPO Collaboration																																						
320: Local Transit Planning Support																																						
330: Linn-Benton Loop Support																																						
340: Travel Model Coordination																																						
<b>TASK 400: Transportation Programming</b>																																						
410: MTIP Amendments																																						
<b>TASK 500: Special Projects</b>																																						
510: Special Project Pool																																						
520: Special Project Carryover																																						
7. Final In-Kind Match Report	McGregor provided the final update to the AAMPO FY25 In Kind Match Tracker:																																					



<b>Action: Informational</b>	<div style="text-align: center; border: 1px solid black; padding: 5px; margin-bottom: 10px;"> <b>Final Donations/Contributions Approval Request</b> </div> <p><i>Local agency must provide proof of contribution (e.g., invoices, cost report, etc.) along with this form.</i></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; padding: 5px;"> Albany Area Metropolitan Planning Organization  <small>Name of Local Agency</small> </td> <td style="width: 50%; padding: 5px;"> 04/01/2025  <small>Date</small> </td> </tr> <tr> <td style="padding: 5px;"> Billy McGregor  <small>Local Agency Contact Person</small> </td> <td style="padding: 5px;"> 541-924-4548  <small>Phone Number</small> </td> </tr> <tr> <td style="padding: 5px;"> Albany area MPO planning SFY26  <small>Project Name</small> </td> <td style="padding: 5px;"> 22858  <small>Key Number</small> </td> </tr> <tr> <td style="padding: 5px;"> James Feldmann  <small>ODOT Region Contact Person</small> </td> <td style="padding: 5px;"> 541-257-7669  <small>Phone Number</small> </td> </tr> <tr> <td style="padding: 5px;"> Arlene Santana  <small>ODOT HQ Contact Person</small> </td> <td style="padding: 5px;"> 503-986-4126  <small>Phone Number</small> </td> </tr> </table> <div style="text-align: center; margin-top: 10px;"> <b>Type and Description of Donation/Contribution</b> </div> <p>Materials, services and funds are valued at the current rate. Credit for property, such as Right of Way, is valued at the rate at the time of purchase. Check all that apply.</p> <div style="display: flex; justify-content: space-around; margin-top: 5px;"> <input type="checkbox"/> Materials <input checked="" type="checkbox"/> Services <input type="checkbox"/> Funds <input type="checkbox"/> Credit for Property </div> <div style="border: 1px solid black; padding: 5px; margin-top: 5px;"> In-kind participation at AAMPO Technical Advisory Committee meetings (\$7,135.84), Policy Board meetings (\$5,808.46), and through various MPO Tasks (\$675.24). In-kind participation at Linn-Benton Loop Technical Advisory Committee meetings (\$2,234.43) and Policy Board meetings (\$867.92) shared evenly with CAMPO. Includes contribution of services provided by City of Albany Transit Service staff (\$4,000). </div> <div style="margin-top: 10px;"> Stated Value    \$ 20,721.89 </div> <p>The final includes all MPO Tasks, TAC Member Time, Policy Board member time, Loop Participation through TAC and Governing Board, and the contribution of services from ATS Staff.</p> <p>This puts AAMPO above their match requirement for FY 2025 which was around \$16,000.</p> <p>Commissioner Malone noted it is important to get quorum for a meeting as that is the only way to receive the match amount.</p> <p>Coming into FY2026 the amount of match required will also be around \$16,000 which seems to be possible based on the amount of in-kind match made by AAMPO this year.</p>	Albany Area Metropolitan Planning Organization <small>Name of Local Agency</small>	04/01/2025 <small>Date</small>	Billy McGregor <small>Local Agency Contact Person</small>	541-924-4548 <small>Phone Number</small>	Albany area MPO planning SFY26 <small>Project Name</small>	22858 <small>Key Number</small>	James Feldmann <small>ODOT Region Contact Person</small>	541-257-7669 <small>Phone Number</small>	Arlene Santana <small>ODOT HQ Contact Person</small>	503-986-4126 <small>Phone Number</small>	
	Albany Area Metropolitan Planning Organization <small>Name of Local Agency</small>	04/01/2025 <small>Date</small>										
Billy McGregor <small>Local Agency Contact Person</small>	541-924-4548 <small>Phone Number</small>											
Albany area MPO planning SFY26 <small>Project Name</small>	22858 <small>Key Number</small>											
James Feldmann <small>ODOT Region Contact Person</small>	541-257-7669 <small>Phone Number</small>											
Arlene Santana <small>ODOT HQ Contact Person</small>	503-986-4126 <small>Phone Number</small>											
8. AAMPO Policy Board Timeslot	Staff McGregor shared this meeting item to discuss a new timeslot for the AAMPO Policy Board in order to make the meeting more accessible for all											

<p><b>Action:</b> Discussion and approval or rejection of new meeting time starting August 2025.</p>	<p>Policy Board Members.</p> <p>The doodle poll indication noted 3pm to 5pm would be the best time for all members, however there are some members who would not be able to make that time either.</p> <p>Members at today's meeting noted keeping the current meeting time from 2:30pm to 4:30pm would be the best option.</p> <p>This item will be re-visited at the next meeting if there are those who feel strongly about changing the time to 3pm instead.</p>	
<p>9. Jurisdictional Updates/Other Business</p>	<p><b>AAMPO Staff Updates:</b></p> <p>McGregor shared AAMPO Staff will begin a joint RTP with the CAMPO staff in November and December of this calendar year.</p> <p><b>Jurisdictional Updates:</b></p> <p><i>Albany</i> – Councilor McLeod shared the goal is to get pedestrians across the bridge in North Albany by using the new Corvallis to Albany Path that is currently in progress. McLeod shared there were no further updates for the City of Albany.</p> <p><i>Benton County</i> – Commissioner Malone shared the Corvallis to Albany Path is working on expanding towards Albany and will soon look at getting across the bridge. Gary Stockhoff with Benton County shared there isn't too much going on in North Albany at this time.</p> <p><i>Jefferson</i> – There were no representatives from Jefferson present to provide updates. Staff shared for the MPO they are attempting to work with the city to find a project to use COVID funds for.</p> <p><i>Linn County</i> – Darrin Lane shared for Linn County, Salem Ave and Old Salem Road will have chip sealing starting soon. The City of Albany is also following through with curb updates to be in ADA Compliance. The county is getting close to making progress on the bridge that goes into the Talking Water Gardens. Lane also noted a new Road Master for the County was hired, Amy Ramsdale will be the new hire. She comes to the county from ODOT and will start on Monday, July 28<sup>th</sup>.</p>	

	<p><i>Millersburg</i> – There were no representatives from Millersburg present to provide updates.</p> <p><i>Tangent</i> – There were no representatives from Tangent present to provide updates.</p> <p><i>ODOT</i> – James Feldmann shared an update for Jefferson as they were awarded the planning and design grant. Albany received two grants, one for downtown North Albany and one for Geary Street. All these grants are not yet approved by the Oregon Transportation Commission and likely will not be approved until January 2026. There will be an open house for the Benton County Community Pathways connection, this is happening August 14<sup>th</sup>, this meeting will be at Cheldelin Middle School. There also will be an online component too. A notice to proceed has been issued to proceed on the segment of Merloy to Rainwater. A schedule of events is yet to come, but there should be plenty of opportunity for public involvement. This will be the majority of the path around six miles. The next goal will be to find construction dollars. Another update is that the Van Buren Bridge will be opening one lane up next week for cars, pedestrians, and bikes.</p> <p><b>Other Business:</b> Commissioner Malone shared the Oregon Governor called for a special session on August 29<sup>th</sup> to discuss a special transportation package to help with the ODOT funding gap. One topic possibly considered for this meeting would be a six-cent increase in the gas tax which is broken down across the state with multiple jurisdictions.</p> <p>Feldmann noted the layoffs at ODOT have also been postponed until September 15<sup>th</sup> instead of the end of July 2025.</p>	
10. Adjournment	The next AAMPO Policy Board Meeting is scheduled for Wednesday, August 27, 2025.	<b>The meeting was adjourned at 3:50pm by the Chair, Commissioner Pat Malone.</b>

# MEMORANDUM

## Albany Area Metropolitan Planning Organization

City of Albany • City of Jefferson • City of Millersburg • City of Tangent • Linn County •  
Benton County • Oregon Department of Transportation



**Date:** August 27, 2025  
**To:** AAMPO Policy Board  
**From:** Billy McGregor, AAMPO Staff  
**Re:** Statewide Transportation Improvement Program (STIP) Revisions

### Action Requested

Decision regarding Full Amendments to projects 22958 and 23956

Public Comment period held from 8/14/2025 to 8/28/2025.

### Overview

The purpose of this memorandum is to provide an update on recent revisions to the Statewide Transportation Improvement Program (STIP) relevant to the Albany Area Metropolitan Planning Organization (AAMPO). A summary table of recent revisions can be found on the following page.

### Background on the STIP and MTIP

The STIP is the Oregon Department of Transportation's capital improvement plan for state and federally-funded transportation projects. The current STIP (FY2024-2027) went into effect October 1, 2023 and expires September 30, 2027. AAMPO acts as the regional coordinator to the STIP helping ensure that revisions and other adjustments are processed appropriately. AAMPO also maintains a Metropolitan Transportation Improvement Program (MTIP) which is consistent with the STIP.

### Revision Types

There are three types of STIP and MTIP revisions processed by AAMPO, listed below. Additional details on STIP and MTIP amendments can be found in the AAMPO MTIP policy [HERE](#).

- **Full Amendments:** Require the greatest level of scrutiny and are brought to the Policy Board for discussion and approval. The TAC makes a recommendation to the Policy Board regarding approval of the amendment and also determines what level public outreach is necessary. At a minimum, the item will be reviewed by the TAC and placed on the next Policy Board agenda, which comes with notification requirements. Additional items for consideration include provision of a public comment period (two weeks), holding a public meeting, and any other actions deemed advisable by the TAC.
- **Administrative Amendment:** Require less scrutiny and are usually familiar to local staff members. For administrative amendments AAMPO staff has the authority to approve the amendment. Amendments are brought to the TAC for review and discussion. The Policy Board is notified of Administrative Amendments at their next regularly scheduled meeting.

**STIP Revisions**

Row	Revision Type	Project Key Number/s & Name/s	Project Description	Revision Information
1	Full Amendment  24-27-2926	22958  Enhanced Mobility S&ID - Linn County FFY25	Enhanced mobility small urban program funding to improve transit services to the special needs, seniors, and other transit-dependent populations in rural areas. State administration included.	Change project costs - affects fiscal constraint  Increase the project by \$165,407 to match the FTA grant and slip the project to start in federal fiscal year 2026.
2	Full Amendment  24-27-2847	23956  Northwest Oregon ADA curb ramp design, phase 1	Design for future construction of curb ramps along various segments of OR104 MPs 1-4, OR104S MPs 3-4, OR126B MPs 1-7.58, OR131 MPs 0-11.1, OR18B MPs 1-2, OR194 MPs 6-7, OR200 MPs 0-1, OR202 MPs 0-1, OR213 MPs 16.1-29, OR214 MPs 19-50.35, OR22 MPs 1.54-8.26, 25-26.18, OR221 MPs 18.33-20.78, OR223 MPs 0-1, 2.92-4, OR228 MPs 0-21, OR34 MPs 1.19-190, OR51 MPs 0-1.3, 4-5, OR58 MPs 34-35, OR6 MPs 0-1, OR99 MPs 5-15.36, 16.67-118, OR99E MPs 0-32, 24.88-46.49, US101 MPs 3.8-190.7, US101B MPs 0-7, US20 MPs -.03-28, 0-1, 50-56, 2.21-11.1 and US30 MPs 19.76-61.47, 96-97 including push buttons through the cities of Albany, Astoria, Bay City, Cannon Beach, Cloverdale, Corvallis, Cottage Grove, Creswell, Dallas, Eugene, Florence, Garibaldi, Halsey, Harrisburg, Hubbard, Junction City, Lebanon, McMinnville, Monmouth, Monroe, Nehalem, Newberg, Newport, Philomath, Rockaway Beach, Salem, Shedd, Sherwood, Silverton, Springfield, Stayton, Sublimity, Sweet Home, Tillamook, Waldport & Warrenton.	Add new project  Add a new project using GARVEE funds. CN planned for 27-30. Submitted for July 2025 OTC meeting.

# MEMORANDUM

## Albany Area Metropolitan Planning Organization

City of Albany • City of Jefferson • City of Millersburg • City of Tangent • Linn County •  
Benton County • Oregon Department of Transportation



**Date:** August 27, 2025  
**To:** AAMPO Policy Board  
**From:** Billy McGregor, AAMPO Staff  
**Re:** Update to AAMPO MTIP Revision Policy

This memo described an update to the Albany Area Metropolitan Planning Organization's (AAMPO) Metropolitan Transportation Improvement Plan (MTIP) revision policy.

### Background

AAMPO updated their MTIP revision policy on August 24, 2021. The MTIP contains transportation related projects spanning a four-year period, occasionally these projects need to be edited and adjusted. The MTIP revision policy guides how these edits and adjustments take place, whether that be by staff approval, technical advisory committee (TAC) approval, or Policy Board approval with public outreach.

### Former MTIP Revision Policy

A TIP revision is a change that is made between full updates of the TIP. There are several types of TIP revisions, some of which require action by either the AAMPO TAC and/or Policy Board, and some of which are technical corrections completed by staff. All TIP revisions should be submitted to MPO staff to determine the appropriate revision procedure.

There are three types of MTIP revisions processed by the MPO: full amendments, administrative amendments, and adjustments. Full amendments require the greatest level of scrutiny including communicating basic project information to the Policy Board and the provision of a public comment period. Administrative amendments are largely handled by the Technical Advisory Committee (TAC). Adjustments are small changes that AAMPO staff has the authority to approve, the TAC is informed of adjustments as appropriate.

The TIP change Amendment Matrices for Local, State, and Federal can be found in Appendix D.

### Full Amendment

Full amendments involve a major change to a project and require the greatest level of scrutiny. Full amendments are first reviewed by the TAC. Typically, review takes place during a public meeting, however TAC review can also take place via email, telephone, or other virtual meeting platform if the project is on a critical schedule. The TAC makes a recommendation to the Policy Board regarding approval of the amendment and also determines what level public outreach is necessary beyond placing the amendment on the next Policy Board agenda.

All AAMPO Policy Board meetings are advertised via AAMPO's website and an interested parties email list a week in advance of the meeting, with the invitation for members of the public to attend and provide comment. Additional outreach beyond inclusion in the agenda may include a public comment period (typically two weeks), the holding of a public meeting for the specific amendment, and any other actions deemed advisable by the TAC. After the TAC has made their recommendation and the outreach has been completed, the amendment is brought to the Policy Board for approval.

### Administrative Amendment

Administrative amendments are less significant changes than full amendments, but still require a level of scrutiny. Project changes have a smaller impact to the region or AAMPO member communities and

# MEMORANDUM

## Albany Area Metropolitan Planning Organization

City of Albany • City of Jefferson • City of Millersburg • City of Tangent • Linn County •  
Benton County • Oregon Department of Transportation



are usually familiar to local staff members. Administrative amendments are brought to the TAC for discussion and approval. In the event that the TAC representative of the jurisdiction whose project is being considered is not present at the TAC meeting, the matter of revision approval will be taken up at the next Policy Board or TAC meeting at which a representative from the affected jurisdiction is present. Following a decision by the TAC, the Policy Board will be notified at their next regularly scheduled meeting. All AAMPO TAC meetings are advertised via AAMPO's website and an interested parties email list a week in advance of the meeting, with the invitation for members of the public to attend and provide comment. If the project is on a critical schedule, TAC approval can be given via email, telephone, or other virtual meeting platform.

### Adjustment

Adjustments are the most minor of the revision types. Staff approves minor adjustments on behalf of the MPO, and informs the TAC as appropriate. It is expected that with a planning project, both the TAC and Policy Board have been made aware of the grant proposal prior to submission and have had an opportunity to comment; therefore the project has preliminarily been approved.

The primary goal of incorporating staff level adjustments into the MTIP process is to minimize delays and improve approval turn-around times. Adjustments help ensure minor project changes move forward more quickly than otherwise possible.

### Changes Approved to the MTIP Revision Policy

Changes were proposed to the AAMPO and CAMPO Technical Advisory Committees and Policy Boards to bring both MPOs in line with State DOT and Federal revision matrixes to have processes that both mirror those agencies and do not cause additional workload for the MPO, its partners, or further project delays. This change was approved by the TAC on December 19, 2024 and the Policy Board on December 11, 2024.

### Updated ODOT-FTA-FHWA MTIP Revision Policy as adopted by AAMPO

#### ODOT-FTA-FHWA AMENDMENT MATRIX

Full Amendments	
1	Adding/Cancelling a federally funded, regionally significant, or state/locally funded projects which will potentially be federalized. If project does not meet this criteria, see Administrative #1. For WFL or planning projects, see Administrative #7 & #8.
2	Major change in total project scope. Major scope change may include changes like: <ul style="list-style-type: none"><li>• Increase in project location greater than 1 mile</li><li>• Project modifications that result in NEPA re-evaluation</li><li>• Change affects air quality conformity• Adding capacity per FHWA Standards</li><li>• Adding or deleting scope from the project that is outside of the current approved intent of the project</li></ul>
3	Changes in Fiscal Constraint by the following criteria: <ul style="list-style-type: none"><li>• Total project cost increase/decrease (all phases, any type of funding increase/decrease):<ul style="list-style-type: none"><li>- Projects under \$1M – increase/decrease 50% and over</li><li>- Projects \$1M to \$5M – increase/decrease 30% and over</li><li>- Projects \$5M and over – increase/decrease 20% and over</li></ul></li></ul>

# MEMORANDUM

## Albany Area Metropolitan Planning Organization

City of Albany • City of Jefferson • City of Millersburg • City of Tangent • Linn County •  
Benton County • Oregon Department of Transportation



4	Adding an emergency relief permanent repair project that involves substantial change in function, location, and capacity. **See note below for temporary emergency repair projects.
<b>Administrative/Technical Amendments</b>	
1	Any project changes that do not meet the STIP amendment criteria in the Full Amendments section above.
2	Advancing or slipping an approved project/phase within the current STIP (if slipping outside current STIP, project must be canceled in the current STIP).
3	Adding or canceling any phase of an approved project. See Full Amendment #3 for fiscal constraint thresholds.
4	Combining two or more approved projects into one or splitting an approved project into two or more, or splitting part of an approved project to a new one.
5	Minor technical corrections to make the printed STIP consistent with prior approvals, such as typos or missing data.
6	Changing name of project due to change in scope, combining or splitting of projects, or to better conform to naming convention. (For major change in scope, see Full Amendments #2)
7	Adding or modifying metropolitan planning projects (UPWP) funded under 23 U.S.C. 104(d) and 49 CFR 5305(d) or State Planning and Research (SPR) projects funded under 23 U.S.C. 505 and 49 U.S.C. 5303(e) or Surface Transportation Block Grant Program funds.
8	Adding Western Federal Lands, Recreational Trail, and Local Bridge projects where the projects are selected through a committee and involves public comment.

\*\*Temporary emergency repair (ER) projects are not added to the STIP.

**Amendment Definition:** An amendment is a change to project information and costs. For financial changes, this applies to unobligated phases or phases which have been obligated and have additional financial change within the same federal fiscal year.

**Public Comment Notes:** For public comment, project updates need to be provided at a public meeting. Requirements are the project needs to be listed as part of the agenda and allow for the public to comment on the changes. If project covers is in multiple ACTs, then project needs to be presented to both.

### Change Integration with AAMPO MTIP Policy

A TIP revision is a change that is made between full updates of the TIP. There are several types of TIP revisions, some of which require action by either the AAMPO TAC and/or Policy Board, and some of which are administrative/technical corrections completed by staff. All TIP revisions should be submitted to MPO staff to determine the appropriate revision procedure.

There are two types of MTIP revisions processed by the MPO: full amendments and administrative amendments. Full amendments require the greatest level of scrutiny including communicating basic project



# MEMORANDUM

## **Albany Area Metropolitan Planning Organization**

City of Albany • City of Jefferson • City of Millersburg • City of Tangent • Linn County •  
Benton County • Oregon Department of Transportation

---



information to the Policy Board and the provision of a public comment period. Administrative amendments are small changes that AAMPO staff has the authority to approve, and the TAC is informed of the amendments.

The TIP change Amendment Matrices for Local, State, and Federal can be found in Appendix D.

### **Full Amendment**

Full Amendments involve a major change to a project and require the greatest level of scrutiny. Full Amendments are first reviewed by the TAC. Review will take place during a public meeting of the TAC, however TAC review can also take place via email, telephone, or other virtual meeting platform if the project is on a critical schedule. The TAC makes a recommendation to the Policy Board regarding approval of the amendment and determines if a level of public outreach beyond placing the amendment on the next Policy Board agenda and a two-week public comment period is necessary.

All AAMPO Policy Board meetings are advertised via AAMPO's website and an interested parties email list a week in advance of the meeting, with the invitation for members of the public to attend and provide comment. Additional outreach beyond inclusion in the agenda includes a public comment period (two weeks), the holding of a public meeting for the specific amendment, and any other actions deemed advisable by the TAC. After the TAC has made their recommendation and outreach has been completed, the amendment is brought to the Policy Board for approval.

### **Administrative/Technical Amendment**

These are the most minor of the revision types. Staff approves Administrative Amendments on behalf of the MPO, and informs the TAC. It is expected that with a planning project, both the TAC and Policy Board have been made aware of the grant proposal prior to submission and have had an opportunity to comment; therefore the project has preliminarily been approved.

These staff level amendments in the MTIP process minimize delays and improve approval turn-around times. Administrative/Technical Amendments help ensure minor project changes move forward more quickly than otherwise possible.

# MEMORANDUM

## Albany Area Metropolitan Planning Organization

City of Albany • City of Jefferson • City of Millersburg • City of Tangent • Linn County •  
Benton County • Oregon Department of Transportation



**Date:** August 27, 2025

**To:** AAMPO Policy Board

**From:** Billy McGregor, AAMPO Staff

**Re:** COVID/STBG Funds Update

### Background

Described in the tables below is the project each jurisdiction currently has in the MPO Memorandum of Understanding (MOU) pipeline and its current status. For agencies to receive money/amounts approved by the MPO Policy Board MOUs are signed by the agreeing agencies describing the work and amount of funds. After a MOU is agreed to and signed, the agency files an invoice with the COG on their own letterhead at which point funds can begin being paid out.

### COVID MOUs

Jurisdiction	Project Name	Total Cost	AAMPO Contribution	Project Status
Millersburg	Woods Road Shared Use Path Design/ROW	\$526,000	\$100,000	Complete/Paid
Albany	Queen Ave Resurfacing	\$1,200,000	\$350,000	Complete/Paid
Benton County	Gibson Hill Modernization	\$1,200,000	\$150,000	Complete/Unpaid Needs Invoice
Tangent/Linn County	Old Oak Dr/Old Oak Rd Improvements	\$246,000+	\$175,000	TBD
Jefferson	TBD Ped crossing/shared use path (new TSP)	TBD	\$75,000	TBD/ SS-01 Phase 1 or Second Street Student Link

### STBG MOUs

Jurisdiction	Project Name	STBG Cycle	AAMPO Contribution	Project Status
Millersburg	TSP Update	24-27	\$90,000	MOU Signed/Needs Invoice
Albany	Salem Ave Resurfacing	18-21	\$650,000	MOU Signed/Needs Invoice